

# STUDENT ENROLLMENT AGREEMENT

## Virginia Tech Coding Bootcamp

### STUDENT INFORMATION

Name: Diana Clemente	Email: dianaeclemente@gmail.com
Date of Birth: 11 / 15 / 1993	Phone (XXX-XXX-XXXX): 2017591450
Address: 2908 31st Avenue Apt D6	City: Long Island City
State/Province: New York	Zip Code: 11106

*If you DO NOT have a Social Security Number, please put XXXX and fill out Passport fields below*

SSN (last 4 digits ONLY): XXX - XX - 5750
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*If you DO have a Social Security Number, please leave these fields blank*

Passport Number:	Passport Expiration:
Passport Issuing Country:	

### Emergency contact

First Name: Ana	Last Name: DeLeon
Relationship to Student: Mother	
Address: 325 Northwood Way	City: Palisades Park
State/Province: New Jersey	Zip Code: 076506
Phone Number (XXX-XXX-XXXX): 6463458215	Email: dianaeclemente@gmail.com

The above listed school and student enter into agreement under which the student will pay tuition and fees as indicated below as well as adhere to the program's rules and regulations as set forth in the student policies agreement.

### COURSE ENTRY

This course is open to participants of 18 years of age and over. A student is officially enrolled and has one's name placed on a class roster after one has been accepted into the program and has paid the refundable deposit. There are no further notifications regarding course start date, unless any changes of course schedule occur. Classes will resume as long as there are a minimum of 10 paying students. All courses will include a combination of lectures, workshops, and reviews, which are designed to give students practical experience.

Fullstack Academy utilizes several technology platforms within our bootcamps to augment our curriculums, instructional model, and the student's overall learning experience. Students are expected to be proficient in basic computer skills as well as remote learning and collaboration tools, including email, Slack, and Zoom. While a

student may not have previous exposure to certain technologies, i.e. learning management systems, online repositories, etc., it is expected that students will be able to navigate them.

## LAPTOP REQUIREMENTS

Fullstack uses online teaching materials to ensure the student is receiving the latest information. The student must provide his or her own laptop and charger for use in class each day. *See reference below for laptop specifications and requirements.*

## PROGRAM AND TUITION DETAILS

Program	Part-Time Remote Web - VPI
Tuition, Fees, & Scholarship* (\$)  <i>Tuition and Fees stated on this Student Enrollment Agreement does not include any additional costs that students will incur for books and materials (AWS, CySA+ textbook, etc...)</i>	<p>Tuition: \$11,995.00</p> <ul style="list-style-type: none"><li>Fees due at Enrollment<ul style="list-style-type: none"><li>Refundable Deposit <b>due at Enrollment</b>: \$0.00</li><li>Non-refundable registration fee <b>due at Enrollment</b>: \$99.00</li></ul></li><li>Remaining tuition balance <b>due prior to start of Program</b> (see note below): \$11,896.00<ul style="list-style-type: none"><li>Scholarship Award/Discounts (if applicable): \$0.00</li></ul></li></ul> <p>New total due prior to start of Program (if applicable): \$11,995.00 - Scholarship Award/Discounts (\$0.00) = \$11,995.00**</p>

*Transfers (including Replays) to a subsequent cohort may be subject to additional fees, not to exceed \$5,000.*

\* Tuition, materials, and other fees are set by the school and are subject to change without notice.

\*\* Total tuition above may not include further discounted amounts (\$250) which may be applied for early enrollment. Fullstack reserves the right to award such discounts, but shall only do so to the extent permitted by relevant laws or regulations.

*NOTE: Tuition is due one week before the start date of your cohort. For students admitted within a week of the cohort starting, tuition is due immediately.*

## SCHEDULE & HOURS

**Days of Week:** Tue/Thu/Sat

**Course Schedule:** Tue,Thu: 7:00pm - 10:00pm, Sat: 9:30am - 1:30pm (US/Eastern)

## DATES

**Start Date:** 06/07/2022

**Expected Graduation Date:** 12/10/2022

## PAYMENT

Accepted Payment Methods are check, money order, or bank transfer. Fullstack Academy allows students a 7-day grace period from the tuition payment due date. If students fail to pay after the 7th day of the grace period, there will be a late fee of \$50 (flat fee) and an addition of \$20 per day until payment is complete. Students will be charged a fee of \$35.00 for returned checks for any reason. In addition, the student will not be admitted to class until one's status is settled. Fullstack Academy reserves the right to dismiss a student from class for failure to pay the tuition at any point in time.

**Payment shall be made to:**  
Fullstack Academy  
5 Hanover Square, 11th Floor  
New York, NY 10004

### **WITHDRAWAL**

To officially withdraw from a course, it is the student's responsibility to inform the Virginia Tech Coding Bootcamp program director of intention to withdraw. This must be done in writing, which must be received in writing within one week of the last date of attendance or last date of log-on to [learn.fullstackacademy.com](https://learn.fullstackacademy.com), to be eligible for any type of refund. The letter/form must be signed and dated by the student. The date of the withdrawal will be the date of the student's last date of attendance or last date of log-on to [learn.fullstackacademy.com](https://learn.fullstackacademy.com). Failure to indicate intention to withdraw in writing may result in failing grades, dismissal, and additional financial obligations. Refund or tuition credit will be calculated from the withdrawal date. A grade WD (Withdrawal) will be given to students who withdraw.

### **REFUND POLICY**

Students may be eligible to receive a refund. In order to determine eligibility, students must follow the Withdrawal Procedure listed below:

1. To officially withdraw from a course, it is the student's responsibility to inform their Program Manager of their intention to withdraw. This must be done in writing, which must be received in person or electronically via email. The letter/form must be signed and dated by the student. The date of the withdrawal will be the date of the student's last date of physical attendance or log-on to [learn.fullstackacademy.com](https://learn.fullstackacademy.com). Failure to indicate intention to withdraw in writing may result in failing grades, dismissal, and additional financial obligations. Refund or tuition credit will be calculated from the withdrawal date. A grade WD (Withdrawal) will be given to students who withdraw.
2. There will be no refund of non-refundable registration fees.
3. Any scholarships granted to the student apply only if the student completes the course and all course requirements. Refund calculations will not include any scholarships.
4. If a student withdraws or transfers to another institution, no refund will be made for registration fees. A refund of the unused portion of tuition will be issued in accordance with the tuition refund schedule.

All refunds are processed within 30 days of the request date. Students are expected to provide full documentation at the time of withdrawal to request a refund. *See Appendix A for Refund Timelines.*

### **CAREER SUCCESS SUPPORT**

Although career success services are provided, the school cannot guarantee a job to any student or graduate. The Career Success Team will help you with interpersonal skills, communication skills, technical interviewing skills, resume writing, LinkedIn profile creation, and etc., but ultimately, a graduate's success requires a great deal of effort from the graduate, including applying to companies and performing successfully during interviews.

## PRIVACY POLICY

By signing at the bottom of this page you also acknowledge that you have read and agree to the Fullstack Academy privacy policy that is located on this [linked page](#).

## STUDENT ATTESTATION

By my signature, I agree to the conditions of this agreement. I also verify that I have read and received a copy of the agreement and the Student Policies Agreement.

This contract is in effect once dated and signed by the student and is effective for the duration of the student's study as a student. If extended after the initial length of study, all terms of this agreement continue to be in effect until the student officially withdraws from class or completes the intended level of class. While placement service may be provided, it is understood that the school cannot promise or guarantee employment to any student or graduate.

Diana Clemente

\_\_\_\_\_  
Student Name



\_\_\_\_\_  
Student Signature

03 / 14 / 2022

\_\_\_\_\_  
Date

Brittany Fessler

\_\_\_\_\_  
Admissions Representative Name

*Brittany Fessler*

\_\_\_\_\_  
Admissions Representative Signature

03/14/2022

\_\_\_\_\_  
Date

## STUDENT POLICIES AGREEMENT

1. **Attendance:** I will arrive at the online campus on-time for each instructional and/or class session and stay until class ends, unless instructed otherwise.
2. If I am late, need to leave early, or have any unplanned absences, I will **provide staff and instructors with timely explanation and make up missed work.**
3. I will **attend classes every scheduled day through the last day of class.** If I need to be absent, I will give ample notice. I understand that staff and instructors will make every effort to ensure I am able to make up work missed, however, the Virginia Tech Coding Bootcamp cannot guarantee that I will be able to make up 100% of the benefits and workshops I miss by being absent.
4. I will **actively and wholeheartedly participate** in all workshops, assignments, activities and assessments that are part of the Virginia Tech Coding Bootcamp experience.
5. I understand that Fullstack Academy **reserves the right to modify my course completion timeline,** including requiring that I repeat a portion of the course or dismissal from the program based on poor academic performance.
6. I will **make learning and class participation my top priority** throughout the program.
7. I have reviewed, and agree to abide by, the **academic policies** attached below.
8. **I will only submit work that is my own.** I acknowledge that violations of the Virginia Tech Coding Bootcamp's academic integrity standards, including cheating, plagiarizing, copying another student's work and violating copyrights on printed material or software, are subject to disciplinary actions up to and including dismissal.
9. I acknowledge that all Virginia Tech Coding Bootcamp educational materials provided to me, physically or electronically, are for my own personal use only. **I will not reproduce, save or copy any educational materials provided to me for any use other than my own personal study.** I will not make public (e.g. by posting online) any such study workshops, materials, or code provided to me by Fullstack.
10. I will **be respectful and conduct myself professionally while in attendance or in the community** (at meet-ups, hackathons, at other schools, with employers, recruiters, etc.). I understand that repeated violations of this policy can result in my dismissal from the Virginia Tech Coding Bootcamp program.
11. I will show consideration for my fellow classmates, staff and visitors by respecting everyone's backgrounds and **not expressing sexism, racism, homophobia, age-ism, or any other behavior deemed inappropriate for a healthy learning environment.**
12. I understand that failure to abide by the letter or spirit of any of the foregoing may result in personal liability, including dismissal from the Virginia Tech Coding Bootcamp program. I may not hold Fullstack Academy and/or the University accountable for penalties or damages resulting from or as a result of my actions.
13. I will ask for help when I need it, whether it is technical or personal and will try my best to stay healthy.

I understand the above is applicable and agree to abide by the spirit of the policies described above.



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Student Signature

03 / 14 / 2022

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Date

# Appendix A: Academic Policies

## Transfer of Credit

The Virginia Tech Coding Bootcamp is not a degree-granting program and does not accept course credit gained at other institutions.

## Academic Standards

Student progress is measured based on assessments, projects, and overall course performance.

Students are graded on a pass/fail basis. To receive a passing grade, students must:

1. Receive a passing grade of 75% on all checkpoint assessments. Assessments are graded on an A-F scale. A grade of a C and above is passing while a grade of D will be borderline passing.
2. Maintain consistent attendance as outlined in the Attendance section below. A passing grade in attendance will be given to students with no more than two or four absences, depending on the program.
3. Complete all course projects.
4. Complete all career success assignments.

## Grading

A passing grade represents that the student has satisfactorily met all the minimum course requirements.

A failing grade represents that the student has not met all the course requirements as outlined in Academic Standards.

An incomplete grade represents that the student has not made sufficient academic progress, and/or has not satisfactorily completed all required projects. If the student has withdrawn, that will be noted as a “WD” on their transcript.

## Probation

Student progress is monitored each week, indicated by successful completion of assigned workshops and projects and scheduled assessments. Achieving a passing score on all assessments, as well as successful completion of all assignments is required to remain in good academic standing. If a student's conduct or academic progress falls below an acceptable level at any time while enrolled with Fullstack, a performance improvement plan will be enforced to help the student improve.

A few scenarios of falling below an acceptable level include:

- Attaining failing marks on assessments
- Missing class or repeated tardiness
- Unprofessional or offensive conduct toward staff, students, or other members of the Community (see *Student Policies Agreement*)

- Not completing a required individual assignment or project
- Not completing work in group projects

Participation in the performance improvement plan program is a second chance. If student performance in subsequent projects and assessments does not improve to passing, the Virginia Tech Coding Bootcamp reserves the right to dismiss the student from the course.

## Certifications

Fullstack Academy is not a certification test prep center. We are not affiliated with external certification providers, such as CompTIA.

In our bootcamp programs, we may use materials from certifications or cover concepts and technologies that align with industry certifications. Fullstack programs focus on the underlying knowledge and hands-on skills for jobs in the relevant industries. Our bootcamp programs may overlap with exam topics and may partially prepare students to obtain certifications.

Fullstack Academy does not guarantee that our programs will fully prepare students to pass certification exams. Additional study is required to pass external certification exams.

## Refunds and Transfers

### *Refunds*

Add/Drop Deadline: end of Week 1 of Program

- During Week 1: Students withdrawing during Week 1 of Program, prior to the Add/Drop Deadline, will receive a full refund, less the \$99.00 non-refundable registration fee.
- A student who has transferred into the present cohort is not eligible for a refund, regardless of the timing of a withdrawal
- After Week 1: Students withdrawing after the Add/Drop Deadline will no longer be eligible for a refund of tuition and fees.

### *Transfers*

A student may only transfer once. Upon transferring, a student is no longer eligible for a refund. If the student is awarded a scholarship and that scholarship amount is applied towards tuition in the original cohort, that scholarship amount will be transferred to the subsequent cohort.

- During Week 1: Transfers are permitted at no charge.
- After Week 1: Transfers are no longer permitted.

## Attendance

### *The Importance of Active Participation*

When students miss class, they miss the valuable daily practice and instruction that supports their career goals. For this reason, students are strongly encouraged to attend and actively participation in all classes. Please read the guidelines below regarding student expectations and policies for attendance as well as consequences for not meeting the minimum standard of attendance.

#### **Minimum Standard of Attendance**

A student can miss no more than 2 classes in a 30-day period, but at no point may a student miss more than 8 days of classes during the duration of his/her enrollment in the Virginia Tech Coding Bootcamp.

#### ***Tracking and Notification of Attendance***

Attendance is taken at the start of class and records presences, absences, late/tardy, early departures, and halves. Instructors enter attendance records for all students at the end of each week. Teachers enter P for present, A for absent, T for late/tardy, H for half course missed.

At the end of each week, a staff member reviews attendance data on paper and in the electronic system to identify the number of absences, including late/tardy, early departures, and half absences. This staff member notifies students of poor attendance by sending emails starting at the second week of class. The staff member continues this practice each week of the session. Students who have not attended a minimum of 90% of classes by the end of the second week will be warned of their attendance problem and reminded of the aforementioned Attendance Policy. Each subsequent week throughout the session, the staff member will continue to monitor and notify these students, and any others who are not attending a minimum of 90% of their classes. The purpose of these weekly warnings is to make students aware of their attendance problems and to give them the opportunity to improve their attendance as they continue their studies. The student will be provided 3 warnings before being terminated.

#### ***Missed Assignments***

If a student is absent, s/he should contact the instructor as soon as possible to find out about the class assignments that were missed; the student cannot risk missing important work and receiving a low grade in the class. Students are responsible for completing any work resulting from absence in class, including completing all lectures, workshops and homework, before the beginning of the next class.

#### ***Assessments/Projects***

A student cannot miss assessments or project assignments during a course. If a student needs to reschedule an assessment or project due date, he/she must have permission from the Program Director **prior** to the due date. A student who misses the assessment or final project will receive a zero unless s/he provides documentation of an emergency or circumstance that made it not possible for the student to be present. The student must meet with the Academic Director to discuss his/her circumstances and, if permitted, arrange for an alternate time.

#### ***Attendance Probation***

Attendance is tracked for the full course session and final attendance is recorded in the student's file. If a student is approaching the 90% attendance threshold for the course, s/he will be required to meet with the Program Director and will be placed on Probation for the next week. The Program Director will explain the terms of the probation notice, including possible termination if the minimum standard is not met. The student will be provided 3 warnings before being terminated.



Instructors and the Program Director will be made aware that a student is on probation during the following one-week period. The Program Director will monitor the student's attendance carefully for improvement and send attendance notifications as described above. The student on probation must maintain a minimum of 90% attendance. If the student fails to improve attendance to meet the minimum standard by the end of the one-week period, he/she will be required to meet with the Program Director for a review of the student's performance and the terms of probation. At that time, the Director will terminate the student's enrollment and the student will be dismissed **unless** it is determined that there was an extenuating factor preventing the student from maintaining the 90% minimum. In this case, the dismissal may be appealed, and the student may be re-enrolled on continued attendance probation for the next session, where available. During this time, the student must meet the 90% minimum attendance standard and make up the missed coursework or otherwise be dismissed from the program.

### ***Appeal of Dismissal***

After being notified of dismissal, a student has the opportunity to submit a written appeal to the Program Director within five (5) business days. In the written appeal, the student must explain mitigating circumstances regarding his/her attendance problems, and provide evidence that those circumstances have changed and will no longer negatively affect the student's attendance. The Director will review the appeal and notify the student of the appeal decision in writing within two (2) business days.

## **Grievance Procedure**

Any student complaint must be directed to the Program Director. This complaint must be in writing. Upon receiving written notice, the Director will reach out to the student and set up a meeting within 48 hours. After meeting with the Program Director, the Student with a complaint can expect a decision from the Director within thirty days. A written decision will be sent to the student's address on file.

## **Student Conduct**

### **Equal Opportunity and Non-Discrimination Policy**

The Virginia Tech Coding Bootcamp and Fullstack Academy are committed to maintaining a safe, accountable, and inclusive community. Acts of discrimination, harassment, and/or any prejudicial misconduct will not be tolerated and will be grounds for immediate dismissal.

### **Accommodations**

Students requiring accommodations should notify their program director as soon as such needs arise. It is the student's responsibility to make their needs known in writing to the director and seek assistance where required. Reasonable accommodations will be made on an individual basis where possible.

Information supplied by a student seeking accommodations regarding his/her disability is voluntary and confidential. Any information shared will be communicated internally among staff to reasonably accommodate a student's disability.

### **Student Responsibilities**

Students are expected to attend each class for which they are registered, arrive on time, and complete all assigned work and evaluations related to those courses. When students miss class, they miss the valuable daily practice and instruction that supports their career goals. Students who are absent are responsible for all missed class work. All course requirements must be fulfilled, and students are responsible for the entire content of the course.

Every student is expected to maintain high standards of academic integrity in completing assigned work and problems, taking examinations, conducting experiments, using hardware and software, and interacting with fellow students. Violations of academic integrity standards, including cheating, plagiarizing, copying another student's work and violating copyrights on printed material or software, are subject to disciplinary actions up to and including dismissal.

Furthermore, students are expected to conduct themselves in a manner appropriate for a healthy learning environment. Student behavior deemed unruly, disruptive or non-conducive to a positive learning environment, by staff will be subject to administrative sanctions or immediate dismissal.

### **Privacy**

Fullstack Academy respects the privacy of its students. However, when deemed necessary, including but not limited to instances due to legal necessity, Fullstack reserves the right to access student activities, files, and/or messages transmitted or received through the school's telecommunications, networking, or information processing systems (including, without limitation, communications transmitted through the Fullstack Academy Slack workspace).

### **Student Records, Licenses, and Media Rights**

The Virginia Tech Coding Bootcamp and Fullstack Academy guarantees that students have the right to access their records, and that Fullstack's policy for releasing information about an individual student is in accordance with the Family Education Rights and Privacy Act (FERPA). The Virginia Tech Coding Bootcamp and Fullstack ensures the confidentiality of students' records.

Students grant the Virginia Tech Coding Bootcamp, Fullstack Academy and its subsidiaries, associated companies and licenses, permission to photograph and videotape students while attending the school or at activities conducted by the school. Fullstack Academy will own the still photographs and/or video footage in which students appear, and have the unrestricted right to publish such images in any school sales literature, on the school's web site and in any other school marketing materials. Students understand that this grant is intended to be worldwide in scope and to apply to all media now existing or hereafter developed.

# Reference: Operating Systems & Laptop Specs

Our Web Development curriculum consists of many instructions and software packages that work seamlessly with OS X and Linux, but not (directly) with Windows.

Both OS X (the Mac OS) & Linux conform to a specification known as POSIX which dictates a specific interface for the operating system (compatible with Unix). This not only affects the formatting and syntax of terminal commands but also the way that programs interact with the OS. As much of the web industry hosts its servers on Linux or other POSIX operating systems, it is a key skill for full-stack web app developers. Consumer-available hardware with Linux preinstalled is uncommon, but OS X is stable, reliable, and preinstalled on millions of Apple laptops.

The Fullstack Academy curriculum was developed primarily on Mac operating systems and both in theory & practice we see the fewest technical difficulties on that platform. As OS X and Linux are both POSIX compliant, almost everything works exactly the same on Linux. However, students using Linux almost inevitably encounter a few extra technical challenges and hurdles, often specific to their configuration and machine. Still, both platforms have worked sufficiently well in general.

If you choose to use Linux, be aware that you may occasionally need to do a little more debugging, though it won't affect your ultimate learning potential. In fact, what is lost in minor intermittent frustrations is arguably gained in knowledge of the most widespread server OS.

It is highly recommended that if you cannot use a Mac laptop, you install and learn to use Linux on your hardware of choice.

## Recommended Specs for Laptops (Web Development):

- Processor (CPU): Intel i5-6xxx or equivalent
- Operating System (OS): MAC OSX
- Memory: 8 GB RAM
- Storage: 256 GB SSD internal drive
- Monitor/Display: 12 - 15 inch
- *Cyber Bootcamp Students*: VMWare or VirtualBox hypervisor
  - LCD, resolution of 1600 x 900 or better
- Connections/Ports
  - 2 USB
  - 1 HDMI / Thunderbolt
  - 1 Audio Out (or a Bluetooth headphone connection)

## Recommended Specs for Laptops (Cybersecurity):

- Intel Core i5 processor (Please Note: We do not currently support the Apple M1 processor)
- 16GB RAM
- 256GB SSD
- Latest version of Windows 10 or Mac OSX
- 13" screen
- USB 3
- Wifi 802.11 AC
- VMWare or VirtualBox hypervisor
- In good working condition

## Recommended Specs for Laptops (Data Analytics):

- OS: Windows or Mac Processor (CPU): Intel i5-6xxx or equivalent (Please Note: We do not currently support the Apple M1 processor)
- Memory: 8 GB RAM, but 16GB recommended

- Storage: 256 GB SSD internal drive
- Software: Must have a licensed copy of Microsoft Office
- Webcam: required

**Recommended Specs for Laptops (DevOps):**

- OS: Windows or Mac Processor (CPU): x86-64 Intel or AMD compatible 2 Ghz or higher (Please Note: We do not currently support the Apple M1 processor)
- Memory: 8GB RAM
- Storage: minimum 60GB space SSD (free)
- Webcam: required

**Other:**

- Personal Headphones
- External Keyboard / Mouse (if this is your preference)
- Webcam
- Microphone

**Operating Systems:**

- Primary: macOS
- If needed: Linux distro (preferably Ubuntu)



# Signature Certificate

Reference number: 75EDA-FNHAK-TQAYY-LSGRX

## Signer

Email: dianaeclemente@gmail.com

Sent:

Viewed:

Signed:

## Timestamp

14 Mar 2022 17:56:29 UTC

15 Mar 2022 01:35:28 UTC

15 Mar 2022 01:43:48 UTC

## Signature



IP address: 67.245.33.135

Location: Queens, United States

Document completed by all parties on:

15 Mar 2022 01:43:48 UTC

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