



SCHOOL CATALOG

January 2012 – December 2012

www.unitekeducation.com

SCHOOL LOCATIONS

MAIN CAMPUS

4670 Auto Mall Parkway
Fremont, California 94538
888-825-6273

SATELLITE LOCATION

3003 Bunker Hill Lane, Suite 201
Santa Clara, California 95054
888-825-6273

BRANCH CAMPUS

1111 Howe Avenue Suite #300
Sacramento, CA 95825
888-825-6273

EFFECTIVE DATE: JANUARY 1, 2012 to December 31, 2012

Unitek Education reserves the right to change the content and terms and conditions in this catalog at any time without prior notice, information in this catalog is current at the time of printing.

TABLE OF CONTENTS

Contents

WELCOME.....	4
FACILITY	4
EDUCATIONAL PHILOSOPHY – MISSION STATEMENT	4
STATEMENT OF NON-DISCRIMINATION	4
GOVERNING BODY - BUREAU FOR PRIVATE POSTSECONDARY EDUCATION (BPPE).....	4
SCHOOL OFFICIALS.....	5
LIBRARY.....	5
HEALTHCARE COURSES.....	5
EMERGENCY MEDICAL TECHNICIAN.....	5
ITEMS THAT MAY AFFECT LICENSING OR REGISTRATION ELIGIBILITY (EMT COURSE)	7
IT COURSES	8
MICROSOFT WINDOWS 7 ENTERPRISE TECHNICIAN	9
MICROSOFT SYSTEM ADMINISTRATION PROFESSIONAL.....	10
MICROSOFT DATABASE ADMINISTRATION PROFESSIONAL	11
CISCO NETWORKING PROFESSIONAL (INTRODUCTORY)	12
CISCO NETWORKING PROFESSIONAL: CCNP CERTIFICATION	14
CERTIFIED INFORMATION SECURITY SYSTEMS PROFESSIONAL	15
(CISSP) CERTIFICATION	15
VMWare VIRTUALIZATION PROFESSIONAL:	16
Including VMWare Certification (through the Virtualization Council).....	16
PROJECT MANAGEMENT PROFESSIONAL	18
CLOUD COMPUTING IMPLEMENTATION PROFESSIONAL	19
(CCNP) Security.....	19
CCNP VOICE TRAINING	22
CCNP WIRELESS TRAINING	24
CITRIX XENAPP 6.5	26
CITRIX XENAPP ADVANCED ADMINISTRATION TRAINING.....	28
MCTS Configuring Office SharePoint Server Training	29
MCTS CONFIGURING MS EXCHANGE & MCITP ENTERPRISE MESSAGING ADMINISTRATOR TRAINING	31
MICROSOFT DYNAMICS CRM TRAINING	33
THE ITIL® FOUNDATION COURSE TRAINING	35
Certified Ethical Hacker Training Program.....	37
CompTIA CLOUD ESSENTIALS TRAINING PROGRAM	39
MCTA-MCITP SERVER ADMINISTRATOR QUAD COMBO FOR WINDOWS	41
ADMISSIONS POLICIES.....	45
GENERAL SCHOOL ADMISSION REQUIREMENTS.....	45
PROOF OF HS DIPLOMA OR GED.....	45
PAYMENT METHODS & LOANS	45
EVALUATION OF CREDITS FROM PREVIOUS EDUCATION/TRAINING	46

NOTICE CONCERNING TRANSFERABILITY OF CREDITS.....	47
TRANSFER OR ARTICULATION AGREEMENTS.....	47
CLOCK HOURS.....	47
ADMINISTRATIVE POLICIES	47
GRADING.....	47
APPEAL PROCESS	48
SATISFACTORY ACADEMIC PROGRESS	48
ACADEMIC PROBATION.....	48
MAXIMUM COURSE COMPLETION TIME	49
COURSE RETAKES.....	49
ATTENDANCE POLICY	49
TARDINESS/EARLY DEPARTURE	49
MAKE-UP WORK	49
LEAVE OF ABSENCE POLICY	49
ACADEMIC APPEALS & GRIEVANCE POLICY & PROCEDURE	49
STUDENT RECORD & TRANSCRIPTS RETRIEVAL.....	50
CANCELLATION AND REFUND POLICY	50
WITHDRAWAL FROM THE PROGRAM	51
LIKENESS, IMAGE & VOICE AUTHORIZATION	52
COPYRIGHT POLICY	52
STUDENT SERVICES	53
ENGLISH AS A SECOND LANGUAGE	53
TUTORING	53
SCHOOL CALENDAR	53
OTHER SERVICES.....	53
FINANCIAL ASSISTANCE.....	54
COURSE COMPLETION.....	54
STUDENT CONDUCT CODE	54
SCHOOL DRESS CODE	54
WEATHER EMERGENCIES	55
CLOTHING AND PERSONAL PROPERTY	55
DISABLED STUDENTS.....	55
GENERAL STANDARDS.....	55
SUBSTANCE ABUSE	55
BREAK TIME.....	56
CRIME ON CAMPUS	56
PROFESSIONAL LIABILITY	56
HEALTH STATUS NOTIFICATION	56
POLICY AND COURSE CHANGES.....	57

WELCOME

Congratulations on choosing Unitek Education for your training needs! You have taken a wise first step towards becoming a knowledgeable and skilled professional in the Information Technology & Healthcare industries. Unitek Education has a diverse family of students, faculty and staff. We hope that your experience here will bring a positive change to your life, and you are able to develop your talents and potential to the fullest. To derive the maximum benefits from your experience at Unitek Education, it is important that you become familiar with the information presented in this catalog. The policies and procedures in the catalog apply to all students whose tuition is sponsored by themselves or any government organization other than their employer.

ABOUT UNITEK EDUCATION

Unitek was founded in 1992 by its CEO Dr. Paul Afshar, who comes from an academic and technical background. In 1994, Unitek started providing technical training as part of its services to corporate clients. In 1997, Unitek was approved to operate by California's Bureau for Private Postsecondary Education (indicating compliance with State Standards as set forth in the Education Code) and started providing training to individuals as well as corporate clients. Since then, Unitek has grown to become one of the premier training providers to both individuals and corporations. In 2006, Unitek created two separate schools:

- **Unitek Education** which provides non-accredited short term career training and corporate IT training courses and an EMT course.
- **Unitek College** which provides accredited long term career training courses.

Unitek Education's courses are in no way affiliated with Unitek College.

FACILITY

Unitek Education in Fremont is conveniently located with easy access from several freeways and public transportation. The facility has 9 classrooms/labs, a break room in addition to the administrative and clerical areas.

EDUCATIONAL PHILOSOPHY – MISSION STATEMENT

Unitek Education believes in fostering educational excellence to meet the workforce development needs of the community. We take pride in helping our students build confidence and expertise in their chosen fields. To offer students the training and skills that will lead to successful employment, Unitek Education will:

- Continually evaluate and update educational courses
- Provide modern facilities and training equipment
- Select qualified teachers

STATEMENT OF NON-DISCRIMINATION

The school upholds the following Policy relating to discrimination:

"To the extent provided by applicable law, no person shall be excluded from participation in, denied the benefits of or be subject to discrimination under, any program or activity sponsored by or conducted by Unitek College on the basis of race, color, national origin, religion, sex, age, veteran status, marital status, sexual orientation, political beliefs or disability."

GOVERNING BODY - BUREAU FOR PRIVATE POSTSECONDARY EDUCATION (BPPE)

Unitek Education is a private institution and has approval to operate in the State of California based on provisions of the California Private Postsecondary Education Act (CPPEA) Of 2009, which is effective January 1, 2010. The Act is administered by the Bureau for Private Postsecondary Education, under the Department of Consumers Affairs. This institution's application for approval to operate has been reviewed by the Bureau for Private Postsecondary Education. The approval is granted through March 14, 2016. Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov or toll free at (888) 970-7589 or by fax (916) 263-1897.

SCHOOL OFFICIALS

- Paul Afshar, PhD. Chief Executive Officer
- Shiva Jahan, Chief Financial Officer & School President
- Navraj Bawa, Executive Vice President
- Pranav Nayak, Director of Operations
- Rubel Khan, Program Manager

LIBRARY

Unitek Education has computers and internet access for student use. Students may access the online Alameda County Library (<http://www.aclibrary.org/>). The Fremont Main library is located 4 miles from Unitek Education's main campus at 2400 Stevenson Blvd, Fremont, CA 94538.

STATEMENT REGARDING BANKRUPTCY

Unitek Education has never filed for bankruptcy petition, operated as a debtor in possession or had a petition of bankruptcy filed against it under Federal law.

HEALTHCARE COURSES

EMERGENCY MEDICAL TECHNICIAN

Course Overview

This course is a medical certification course taught in accordance with the National Department of Transportation's "Emergency Medical Technician – Basic" curriculum and the regulatory requirements established by the State of California, Title 22. The successful completion of an Emergency Medical Technician course is the first step required to work on an ambulance and for most fire departments. This fast-paced course is designed to prepare students to successfully complete the licensing examination administered by the National Registry of Emergency Medical Technicians (NREMT). The course uses a combination of classroom lecture, practical skills laboratory and clinical experience to accomplish the cognitive, psychomotor and affective objectives of the course. Students must demonstrate mastery of both written and practical material to successfully complete the course. Unitek Education offers successful graduates of this course the opportunity to sit for the National Registry of Emergency Medical Technicians® (NREMT) written/cognitive examination. This test is the required for certification as an Emergency Medical Technician in California. The NREMT is a testing and registration service that is accepted by most states in lieu of their own examination process.

Upon successfully passing the National Registry of Emergency Medical Technicians examination and registration process, you may submit an application to your local county/state Emergency Medical Services Agency. Local California EMS Agencies may have additional requirements to become authorized to practice as an Emergency Medical Technician, including county scope of practice completion, additional processing fees and criminal background checks. For other US states, please check with the local state EMS office for specific requirements and details.

Lab

The Emergency Medical Technician (EMT) course classroom and laboratory are combined at the same facility to ensure easy accessibility to a variety of training environments - from responding to a home, business or wilderness environment we train for it all at a realistic training location. The classroom has the ability to accommodate a maximum of 40 students with each student having access to audio and visual components. The skill scenarios are designed to meet our desired training objectives and simulate both urban and rural settings. Equipment includes advanced airway heads which are utilized to teach intubation and airway management. Our advanced emergency simulations help students practice skills for real life traumatic injuries and mass casualty incidents. In addition to the basic training we have an emphasis on lots of hands on with real world equipment.

Corresponding Occupation

Upon successful completion of the course, students receive a Certificate of Completion and are eligible to sit for the National Registry of Emergency Medical Technicians® (NREMT) written/cognitive examination. The NREMT Examination consists of two components: the written/cognitive examination and the practical psychomotor (skills) examination. The practical psychomotor (skills) examination is conducted during the second week of Unitek Education’s EMT Course. The NREMT EMT-Basic cognitive exam is a computer adaptive test (CAT) and is available at your local Pearson VUE Professional testing centers worldwide. Passed portions of the exam (both cognitive and psychomotor) remain valid for a twelve (12) month period. Once successfully completing the NREMT written/cognitive examination, students will qualify to apply for State certification. NREMT EMT-Basic Certification is valid for 2 years. Work is available to Certified EMTs in Ambulance Services, Emergency Departments, Fire Departments, Police Departments, Special Events, Private Rescue Squads, and many other areas.

Hours

The class is held over fourteen (14) consecutive days starting on a Sunday at 0800 (8am). Daily course time is from 0800 – 2000 hours (8am to 8pm). There is a total of 130 hours in this course: 120 hours class time and 10 hours clinical experience. The clinical experience requires that student have 5 approved patient contacts within the 10 hour period.

Pricing Minimum Charges upon Enrollment - \$500.00

EMT CA Resident

Single Occupancy		Double Occupancy		No Occupancy	
Registration Fee	\$ 250.00	Registration Fee	\$ 250.00	Registration Fee	\$ 250.00
Books	\$ 120.00	Books	\$ 120.00	Books	\$ 120.00
Textbook S&h	\$ 20.00	Textbook S&h	\$ 20.00	Textbook S&h	\$ 20.00
CPR & NREMT Fees	\$ 145.00	CPR & NREMT Fees	\$ 145.00	CPR & NREMT Fees	\$ 145.00
Live Scan Fees	\$ 65.00	Live Scan Fees	\$ 65.00	Live Scan Fees	\$ 65.00
Uniform	\$ 100.00	Uniform	\$ 100.00	Uniform	\$ 100.00
STRF	\$ 10.00	STRF	\$ 10.00	STRF	\$ 10.00
Lunch & Dinner	\$ 225.00	Lunch & Dinner	\$ 225.00	Lunch & Dinner	\$ 225.00
Hotel	\$ 910.00	Hotel	\$ 560.00	Hotel	\$ -
Training Costs	\$ 2,560.00	Training Costs	\$ 2,560.00	Training Costs	\$ 2,560.00
Total Tuition	\$ 4,405.00	Total Tuition	\$ 4,055.00	Total Tuition	\$ 3,495.00
	\$ (100.00)		\$ (100.00)		\$ (100.00)
Driving Credit	\$ 4,305.00	Driving Credit	\$ 3,955.00	Driving Credit	\$ 3,395.00
	\$ (250.00)		\$ (250.00)		\$ (250.00)
Flight Credit	\$ 4,155.00	Flight Credit	\$ 3,805.00	Flight Credit	\$ 3,245.00
Exemption	\$ 1,078.78	Exemption	\$ 669.89	Exemption	\$ 240.84

Out of State Resident

Single Occupancy		Double Occupancy		No Occupancy	
Registration Fee	\$ 250.00	Registration Fee	\$ 250.00	Registration Fee	\$ 250.00
Books	\$ 120.00	Books	\$ 120.00	Books	\$ 120.00
Textbook S&h	\$ 20.00	Textbook S&h	\$ 20.00	Textbook S&h	\$ 20.00
CPR & NREMT Fees	\$ 145.00	CPR & NREMT Fees	\$ 145.00	CPR & NREMT Fees	\$ 145.00
Live Scan Fees	\$ 65.00	Live Scan Fees	\$ 65.00	Live Scan Fees	\$ 65.00
Uniform	\$ 100.00	Uniform	\$ 100.00	Uniform	\$ 100.00
Lunch & Dinner	\$ 225.00	Lunch & Dinner	\$ 225.00	Lunch & Dinner	\$ 225.00
Hotel	\$ 910.00	Hotel	\$ 560.00	Hotel	\$ -
Training Costs	\$ 2,560.00	Training Costs	\$ 2,560.00	Training Costs	\$ 2,560.00
Total Tuition	\$ 4,395.00	Total Tuition	\$ 4,045.00	Total Tuition	\$ 3,485.00
	\$ (100.00)		\$ (100.00)		\$ (100.00)
Driving Credit	\$ 4,295.00	Driving Credit	\$ 3,945.00	Driving Credit	\$ 3,385.00
	\$ (250.00)		\$ (250.00)		\$ (250.00)
Flight Credit	\$ 4,145.00	Flight Credit	\$ 3,795.00	Flight Credit	\$ 3,235.00

Course Outline

Day	Topics
Day 1	Orientation, Health Care Professional Rescue CPR, EMS Systems, Workforce Safety, Medical Legal and Ethical Issues
Day 2	Anatomy & Physiology, Airway Management, Ventilation and Oxygen Therapy, Principles of Pharmacology, Lifting and Moving Patients
Day 3	Scene Size-Up, Life Span Development, Patient Assessment
Day 4	Cardiovascular Emergencies, Neurologic Emergencies
Day 5	Trauma Overview, Bleeding and Shock, Soft Tissue Injuries,
Day 6	Burn Emergencies, Orthopedic Injuries, Face and Neck Injuries, Chest, Abdominal and Genitourinary Injuries, Head and Spine Injuries
Day 7	Incident Management, Multi-Casualty Incidents, Trauma Overview, Pediatric Trauma, Communications and Documentation
Day 8	MCI Drill / Trauma Sunday
Day 9	Obstetric and Gynecological Emergencies, Infants and Children, skills lab
Day 10	Obstetric and Gynecological Emergencies, Immunologic Emergencies, Environmental Emergencies, Drowning and Diving Emergencies, Clinical Information
Day 11	Crime Scenes, Geriatrics Emergencies, Skill Review, NREMT Skills Testing. Half of the class in clinical rotation
Day 12	Crime Scenes, Geriatrics Emergencies, Skill Review, NREMT Skills Testing. Half of the class in clinical rotation
Day 13	Hazardous Material Emergencies, Advanced Airway Management, Agriculture and Industrial Emergencies, Transport Operations, EMS Response to Terrorism and Disaster Management, Skills Lab
Day 14	Final Exam Day

State certification Requirements

California law requires all ambulance attendants to be state certified EMS professionals as well as many other EMS agencies, such as fire departments and other public health agencies. Emergency Medical Technician, "EMT-1," or "EMT-Basic" is a person who has successfully completed an EMT course, has passed all required examinations, and certified by an EMT certifying authority.

In order to practice as an EMT in the State of California, an individual must be officially EMT certified. To obtain EMT certification one must pass a state-approved EMT course and then, within 2 years, successfully complete the NREMT practical skills/written exam and apply for certification under a local EMS agency. To apply for the National Registry Examination, the individual must be 18 years of age or older, be a graduate (within the last 2 years) of an approved EMT-Basic education course, truthfully complete the Licensing Action and Felony statements on the application, submit a current approved CPR/AED credential for the Healthcare Provider—and other requested documentation if necessary. For all local California EMS agencies, EMT certification is obtain through completing a county EMT Initial Application, and submission of the following items: a valid EMT Course Completion Certificate, Government issued Photo ID, a copy of Live Scan Request Form including FBI & DOJ, approved CPR/AED Certification Card, NREMT Certificate/Card, application fees and other requested documentation if necessary.

Unitek Education's EMT Course is approved under the authority of Alameda County EMS Agency for the State of California. Upon successful completion of Unitek Education's EMT Course, students will be eligible to sit for the NREMT – B Exam. Once NREMT certification is achieved, to work as an EMT, local certification must be obtained through the local EMS agency or State EMS agency, both of which issue an EMT certification card. California Certification is valid for two years from the date of issue and is recognized statewide.

ITEMS THAT MAY AFFECT LICENSING OR REGISTRATION ELIGIBILITY (EMT COURSE)

- I. Identified Mental or Physical disability: It is strongly recommended that you read and understand the NREMT Disability Accommodations Policy and take any actions on your part.

http://www.nremt.org/about/policy_accommodations.asp The healthcare field requires good mental and physical abilities. Any prospective student who has a known medical or physical disability should inform their Account Manager so that a meeting with the program director may be set up. The program director will be able to help the student assess their disability to identify whether the disability will affect the student's ability to perform the training and job duties. The program director will inform a prospective student of any disability related limitations they will face in attempting to complete their program requirements and successfully gain employment.

- II. Criminal Records: The National Registry of Emergency Medical Technicians (NREMT) has a Felony Conviction Policy. If you have a felony, it is strongly recommended that you read and understand the policy and take any necessary actions on your part. The Felony Conviction Policy can be read here: http://www.nremt.org/about/policy_felony.asp Any prospective student with a criminal background must understand that it may prevent them from obtaining a license in their chosen field. When a criminal background must be fully investigated, it may take up to one year or longer in order to obtain a decision from the licensing board. Any student with a criminal background should check with the licensing board for specific information on their standings on various criminal background situations. Unitek does not guarantee certification.

NREMT Recertification

In order to maintain certification an individual must recertify every two years. Since recertification fees, processes and requirements can vary from state to state, students are urged to check with their State's Emergency Medical organization(s). NREMT requires a total of 72 hours of education including:

1. Completion of an approved 24 hour DOT National Standard EMT-Basic / EMT Refresher or
2. Completion of 48 hours of additional continuing EMS related education as outlined below & complete additional EMS Related Continuing Education-48 hours

Topics	Hours Required
Preparatory	1 hour
Airway	2 hours
OB, Infants, Children	2 hours
Patient Assessment	3 hours
Medical/Behavior	4 hours
Trauma	4 hours
Elective	8 hour
Total	24 hours

IT COURSES

PC-SUPPORT TECHNICIAN - Including A+/Network+ & Security+ Certification

Course Overview

This course provides both training and testing for the A+, Network+ and Security+ certifications. These well-known certifications are generally regarded as the benchmark of most entry-level positions in Information Technology. Unitek understands the importance of certification, but also prides itself on our emphasis on helping students to obtain valuable knowledge and hands-on experience that they can apply beyond the classroom and within the workplace. This nine-day accelerated course provides students with hands on fundamental understanding of hardware, operating systems, networking and security skills, and prepares them for 3 CompTIA exams. Note that 4 exam vouchers are included (a \$887 value). 81 hours of instruction Maximum class size is 24.

Corresponding Occupation

Upon completion of this course and successfully passing the associated certification exams, a student should be qualified for a PC-Support Technician position at most organizations. Please note that experience level may also be taken into consideration.

Pricing

Registration Fee:	\$ 250.00*
Books and Testing:	\$ 1,200.00**
Student Tuition Recovery Fund:	\$ 10.00*
Tuition:	\$ 2535.00
TOTAL:	\$ 3,995.00

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment \$ 3,995.00

Hours

Nine consecutive days. Daily course time is from 0900 – 1800 hours (9am to 6pm). There is a total of 81 instructional hours in this course.

Modules

Day 1: Identifying Personal Computer Components

Day 2: Understanding Operating Systems

Day 3: Understanding Network Security Fundamentals

Day 4: Network Fundamentals

Day 5: Understanding Basics of Installing, Configuring, Optimizing, and Upgrading Operating Systems.

Day 6: Network Troubleshooting

Day 7: General Security Concepts

Day 8: Implementing and Maintaining a Secure Network

Day 9: Security Policies, Procedures and Management

**MICROSOFT WINDOWS 7 ENTERPRISE TECHNICIAN
Including MCTS – MCITP Windows 7 Dual Certification**

Course Overview:

This course will prepare qualified Microsoft professionals to earn both the Microsoft Certified Technology Specialist (MCTS): Windows 7, Configuring Certification as well as the Microsoft Certified IT-Professional (MCITP) Windows 7, Enterprise Desktop Support Technician. In this intensive test-preparation course where the goal is certification, you will receive targeted lectures based on the Microsoft domains of knowledge for the TS: Windows 7, Configuring exam and take simulated exams using Transcender, the industry-leading test-preparation product. Maximum class size is 24 students

Corresponding Occupation:

Upon completion of this course and successfully passing the associated certification exams, a student should be qualified for a Help-Desk Support Technician position at most organizations. Please note that experience level may also be taken into consideration.

Pricing:

Registration Fee:	\$ 250.00*
Books and Testing:	\$ 800.00**
Student Tuition Recovery Fund:	\$ 7.50*
Tuition:	\$ 2437.50

TOTAL: \$ 3495.00

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment \$ 3495.00

Hours:

Five consecutive days. Daily course time is from 0800 – 1800 hours (8am to 6pm). There is a total of 45 instructional hours in this course.

Modules:

Day 1: Identifying Cause of and Resolving Desktop Application Issues Microsoft Certification requirements/options

Day 2: Identifying Cause of and Resolving Networking Issues

Day 3: Managing and Maintaining Systems That Run Windows 7 Client

Day 4: Supporting Mobile Users

Day 5: Identifying Cause of and Resolving Security Issues

**MICROSOFT SYSTEM ADMINISTRATION PROFESSIONAL
Including MCTS-Windows Server 2008 Certification**

Course overview

This course provides both training and certification for current Microsoft System Administrators or Senior PC technicians, looking to work on the MS-Server 2008 technologies. This Microsoft Triple MCTS Server 2008 Boot Camp will cover many areas of the Server-08 technology and will provide training and certification prep in; Active Directory Configuration, Network Infrastructure Configuration and Application Infrastructure Configuration. 120 hours of instruction. Maximum class size is 24 students

Corresponding Occupation

Upon completion of this course and successfully passing the associated certification exams, a student should be qualified for a System Administrator position at most organizations. Please note that experience level may also be taken into consideration.

Pricing

Registration Fee:	\$ 250.00*
Books and Testing:	\$ 1,285.00**
Student Tuition Recovery Fund:	\$ 15.00*
<u>Tuition:</u>	<u>\$ 4,345.00</u>

TOTAL: \$ 5,895.00

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment \$ 5,895.00

Hours

Ten consecutive days. Daily course time is from 0800 – 1800 hours (8am to 6pm). There is a total of 100 instructional hours in this course.

Daily Modules:

Day 1:

6416C Module 1 : Server 2008 - Install, Config, ICT, Server Manager

6416C Module 2 : Deploying Server 2008 - WDS, WAIK, WIM, SIM, Unattended

Day 2:

6421a, Module 4 : DHCP - Configure and Troubleshoot

6421a, Module 2 : DNS - Configure and Troubleshoot
Handout : IPv4

Day 3:

6421a, Module 5 : IPv6 - Routing and NetMon 3.x (NMcap)
6421a, Module 11: DFS - DFSN and DFSR plus RDC
6421a, Module 12: Storage - FSRM, Quotas
6421a, Module 6 : RRAS

Day 4:

6421a Module 7 : NAP - NAS/NPS - VPN - RRAS, RADIUS
6421a Module 8 : NAP - VPN, DHCP, 802.1x wired/wireless, IPsec
6421a Module 9 : IPsec – NAP
6421a Module 10: IPsec - Monitor and Troubleshoot

Day 5:

6421a Module 13: Availability - Backup, Clusters (NLB and Failover)
6421a, Module 14: Security - WSUS, Security Templates, Audit
6416O Module 7: L1,L3 : Events, Reliability and Performance Monitor
***Lab time

***** TESTING 70-642 - MCTS: Windows Server 2008 Network Infrastructure**

Day 6:

Handout: AD DS - Domain Services – Planning
6416O Module 6: L4, L5: ADMX (Central Store) and Group Policy Preferences

Day 7:

6416O Module 6: L1-L3: AD DS Configuring, RODC, FGPP
6416O Module 7: L2, L4: AD DS Auditing, Maintaining, Snapshots, Reanimating
6416O Module 9: AD CS - Certificate Services

Day 8:

Handout: AD FS, AD LDS, AD RMS
6416C Module 15: Virtualization - Hyper-V

***** TESTING 70-640 - MCTS: Windows Server 2008 Active Directory**

Day 9:

6416D Module 1: B2 mod 1 Volume Licensing and App-V (SoftGrid)
6416D Module 2: B2 mod 2 IIS v7.0 and SMTP – overview
6416D Module 3: B2 mod 3 IIS v7.0 – Manage
6416D Module 7: B2 mod 4 Terminal Services - Remote Apps & App-V (SoftGrid)
6416D Module 8: B2 mod 5 Terminal Services - Manage - TS Gateway

Day 10:

Study and test preparation

***** TESTING 70-643 - MCTS: Windows Server 2008 Applications Infrastructure**

**MICROSOFT DATABASE ADMINISTRATION PROFESSIONAL
INCLUDING MCTS-SQL Server 2008**

Course overview

This course provides both training and certification prep for experienced PC Technicians looking to gain experience in supporting a MS-SQL Server 2008 database environment. Unitek understands the importance of certification, but also prides itself on our emphasis on helping students to obtain valuable knowledge and hands-on experience that they can apply beyond the classroom and within the workplace. This six-day accelerated course provides students with a fundamental understanding of how to use SQL Server 2008 product features and tools related to implementing and maintaining a database. 60 hours of instruction. Maximum class size is 24 students

Corresponding Occupation

Upon completion of this course and successfully passing the associated certification exams, a student should be qualified for a Microsoft Database Administrator position at most organizations. Please note that experience level may also be taken into consideration.

Pricing

Registration Fee:	\$ 250.00*
Books and Testing:	\$ 550.00**
Student Tuition Recovery Fund:	\$ 10.00*
Tuition:	\$ 2,885.00
Total	\$ 3,695.00

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment **3,695.00**

Hours

Six consecutive days. Daily course time is from 0800 – 1800 hours (8am to 6pm). There is a total of 60 instructional hours in this program.

Daily Modules:

- Course 6231: Maintaining a Microsoft SQL Server 2008 Database
 - Course 6232: Implementing a Microsoft SQL Server 2008 Database
- Day 1 Module 1-3
Module 1: Designing an Administrative Solution for SQL Server 2008
Module 2: Deploying SQL Server 2008
Module 3: Designing the Physical Structure of SQL Server 2008
- Day 2 Module 4-6
Module 4: Designing a Strategy for Maintaining a Database in SQL Server 2008
Module 5: Designing Solutions for Managing SQL Server 2008
Module 6: Automating the Database Management Strategy for SQL Server 2008
- Day 3 Module 7-9
Module 7: Designing a Strategy for Securing SQL Server 2008
Module 8: Designing a Strategy for Monitoring SQL Server 2008
Module 9: Designing a Strategy for Content Distribution in SQL Server 2008
- Day 4 Module 10-12
Module 10: Designing a Strategy for Replication in SQL Server 2008
Module 11: Designing a High-Availability Solution for SQL Server 2008
- Day 5 Review + Test
Module 12: Designing a Backup and Recovery Strategy for SQL Server 2008

CISCO NETWORKING PROFESSIONAL (INTRODUCTORY) Including CCNA Certification Preparation

Course overview

This course provides both training and certification for current Network Administrators who are looking to gain knowledge and experience using the Cisco Routing and Switching technologies. Our course provides the knowledge necessary to install, operate, and troubleshoot a small to medium-size branch office Enterprise network, including configuring several switches and routers, connecting to a WAN and implementing network security. Students are prepped to attain CCNA certification, one of the Nation's most highly sought after certificates. 45 hours of instruction. Maximum class size is 24 students

Equipment used: Each student will use one Cisco Switch & Router and a desktop PC.

Corresponding Occupation

Upon completion of this course and successfully passing the associated certification exams, a student should be qualified for a Junior Network Administrator position at most organizations. Please note that experience level may also be taken into consideration.

Pricing

Registration Fee:	\$ 250.00*
Books and Testing:	\$ 700.00**
Student Tuition Recovery Fund:	\$ 7.50*
Tuition:	\$ 2,537.50
TOTAL:	\$ 3,495.00

* Non Refundable Fees ** Non Refundable if used

Minimum Charges upon Enrollment \$ 3,495.00

Hours

Five consecutive days. Daily course time is from 0800 – 1800 hours (8am to 6pm). There is a total of 45 instructional hours in this course.

Daily Modules:

Day 1:

- Understanding the Host-to-Host Communications Model
- Understanding the TCP/IP Internet Layer
- Understanding the TCP/IP Transport Layer
- Exploring the Packet Delivery Process
- Understanding Binary Basics
- Constructing a Network Addressing Scheme
- Operating Cisco IOS Software
- Configuring a Cisco Router
- Accessing Remote Devices

Day 2:

- Enabling Static Routing
- Enabling RIP
- Reviewing Routing Operations
- Implementing EIGRP
- Troubleshooting EIGRP
- Implementing OSPF
- Troubleshooting OSPF
- Introducing ACL Operation
- Configuring and Troubleshooting ACLs
- Scaling the Network with NAT and PAT

Day 3:

- Establishing a Point-to-Point WAN Connection with PPP
- Establishing a WAN Connection with Frame Relay
- Troubleshooting Frame Relay WANs
- Introducing VPN Solutions
- Starting a Switch
- Maximizing the Benefits of Switching
- Understanding Switch Security
- Discovering Neighbors on the Network
- Implementing VLANs and Trunks

Improving Performance with Spanning Tree

Day 4:

- Routing Between VLANs
- Troubleshooting Switched Networks
- Securing the Expanded Network
- Exploring Wireless Networking
- Understanding WLAN Security
- Implementing a WLAN
- Securing the Network
- Using Cisco SDM
- Using a Cisco Router as a DHCP Server
- Transitioning to IPv6

Day 5:

- Review
- CCNA 640-802 Exam

CISCO NETWORKING PROFESSIONAL: CCNP CERTIFICATION

Course Overview

This course provides training for current Network Administrators who possess a solid foundational knowledge of the Cisco Routing & Switching technologies; but who are looking to gain more advanced knowledge and experience installing, configuring and troubleshooting converged local and wide area networks with 100 to 500 or more nodes. This course will specifically cover Building Scalable Cisco Internetworks and Building Cisco Multilayer Switched Networks. Students will be trained, and prepared to take 3 CCNP certification exams. Four exams are required to complete this certification. 168 hours of instruction. Maximum class size is 24 students

Equipment used:

Students share Cisco Routers and Switches to access the servers.

Corresponding Occupation

Upon completion of this course and successfully passing the associated certification exams, a student should be qualified for a Senior Network Administrator position at most organizations. Please note that experience level may also be taken into consideration. Maximum class size is 24 students

Pricing:

Registration	\$ 250.00*
Courseware & Testing:	\$ 1,800.00**
Student Tuition Recovery Fund:	\$ 22.50*
<u>Tuition:</u>	<u>\$ 6,922.50</u>
TOTAL:	\$ 8,995.00

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment **\$ 8,995.00**

Hours

Fourteen consecutive days. Daily course time is from 0800 – 1800 hours (8am to 6pm). There is a total of 140 instructional hours in this course.

Daily Modules:

Day 1: Planning Routing Services to Requirements
 Implementing an EIGRP based Solution

Day 2: Implementing an EIGRP based Solution (continued)

- Implementing a Scalable Multiarea Network OSPF Based Solution
- Day 3: Implementing a Scalable Multiarea Network OSPF Based Solution (continued)
- Day 4: Implement an IPv4-based Redistribution Solution
Implementing Path Control
- Day 5: Connection of an Enterprise Network to an ISP Network
Final Overview
- Day 6: Analyzing Campus Network Designs
Implementing VLANs in Campus Networks
Implementing Spanning Tree
- Day 7: Implementing Spanning Tree (continued)
Implementing Inter-VLAN Routing
Implementing a Highly Available Network
- Day 8: Implementing Layer 3 High Availability
Minimizing Service Loss and Data Theft in a Campus Network
- Day 9: Accommodating Voice and Video in Campus Networks
Integrating Wireless LANs into a Campus Network
TEST-PREP - ROUTE TESTING (OPTIONAL)
- Day 10: Planning Maintenance for Complex Networks
Planning Troubleshooting Processes for Complex Enterprise Networks
- Day 11: Maintenance and Troubleshooting Tools and Applications
Maintaining and Troubleshooting Campus Switching-Based Solutions
- Day 12: Maintaining and Troubleshooting Campus Switching-Based Solutions (continued)
Maintaining and Troubleshooting Routing-Based Solutions
ROUTE TESTING
- Day 13: Maintaining and Troubleshooting Routing-Based Solutions (continued)
SWITCH TESTING
- Day 14: Maintaining and Troubleshooting Network Security Solutions
Maintaining and Troubleshooting Integrated, Complex Enterprise Networks

CERTIFIED INFORMATION SECURITY SYSTEMS PROFESSIONAL (CISSP) CERTIFICATION

Course Overview

The CISSP certification is meant for IT managers, security policy writers, network administrators and InfoSec consultants. All of these groups stand to gain from mastering the wide range of topics included in the ten domains of the Common Body of Knowledge. To attend the CISSP class, students must first qualify to take the CISSP exam by showing 5 years of cumulative experience in one or more of the 10 domains of the common body of knowledge.

Prerequisites:

Have a minimum 5 years of direct full-time security professional work experience in one or more of the ten test domains of the information systems security Common Body of Knowledge (CBK) or three years of direct full-time security professional work experience in one or more of the ten test domains of the information systems security Common Body of Knowledge (CBK) with a college degree. Additionally, a Master's Degree in Information Security from a National Center of Excellence can substitute for one year towards the four-year requirement. Maximum class size is 24 students.

Corresponding Occupation:

Upon completion of this course and successfully passing the associated certification exams, a student should be qualified for an IT Security position at most organizations. Please note that experience level may also be taken into consideration.

Course Pricing:

Registration	\$ 250.00*
Courseware & Testing:	\$ 280.00**
Student Tuition Recovery Fund:	\$ 7.50*
<u>Tuition:</u>	<u>\$ 2,757.50</u>
Total:	\$3,295.00

* Non Refundable Fees ** Non Refundable if used

Minimum Charges upon Enrollment \$3,295.00

Hours

In 5 Consecutive days. Daily course time is from to 0800- 1800 hours (8am-6pm). There is a total of 50 instructional hours in this course.

Daily Modules:

- Day 1: Telecommunications & Network Security
Cryptography
- Day 2: Cryptography
Access Control Systems & Methodology
- Day 3: Operations Security (Computer)
Operations Security (Computer)
- Day 4: Applications & Systems Development
Business Continuity & Disaster Recovery Planning
Security Architecture & Models
- Day 5: Law, Investigation & Ethics
Physical Security
Security Management Practices

**VMWare VIRTUALIZATION PROFESSIONAL:
Including VMWare Certification (through the Virtualization Council)**

Course Overview

This course provides training and certification for current IT Professionals who are looking to expand their skills into the exciting field of IT virtualization. This course provides comprehensive hand-on experience configuring and managing VMware's latest advanced networking features including advanced troubleshooting techniques. Also includes 'Best Practices' for an implementation boot camp designed to catapult your expertise in the exploding field of virtualization. Maximum class size is 24 students

Hands-on intensive labs expose the student to the advanced capabilities of ESX 5.0 server, using both the vSphere Management Assistant and vCenter Server. Prior exposure to Linux is a plus, but the skills necessary for the labs will be taught during the boot camp. The course is written to modern-day IT professionals, with a basic understanding of TCP/IP networking, Windows 2003 server management, and x86 hardware fundamentals, but assumes no previous experience in the field of virtualization.

Each VMware student will install and configure "VMware ESX 5.0" on an individual Dell PowerEdge 1950 server, with dual Xeon 3.2 GHz processors, and 70GB of internal SCSI storage. ESX hosts will then be clustered, and configured to use an iSCSI shared storage array, for the VMFS datastore to support VMotion, HA, and DRS.

Equipment Used:

Each student will use a PowerEdge 1950 Server running VMware ESX Server.

Corresponding Occupation

Upon completion of this course and successfully passing the associated certification exams, a student should be qualified for a System Virtualization Administrator position at most organizations. Please note that experience level may also be taken into consideration.

Pricing

Registration Fee:	\$ 250.00*
Books and Testing:	\$ 475.00**
Student Tuition Recovery Fund:	\$ 7.50*
Tuition:	\$2,562.50
Total:	\$3,295.00

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment **\$3,295.00**

Hours

Five consecutive days. Daily course time is from 0800 – 1800 hours (8am to 6pm). There is a total of 50 instructional hours in this course.

Daily Modules:

Day 1:

Module 1 — Course Introduction

Module 2 — Virtualization Overview

- What is Virtualization?
- VMware vSphere vs. Microsoft HyperV
- VMware vSphere components
- VMware vSphere 5 Enhancements

Module 3 — Installation and Configuration

- Installation and Configuration of ESXi Server
- Installation and Configuration of vCenter Server and vSphere Management Assistant
- Inventory Management with vCenter Server
- vCenter Virtual Appliance

Day 2:

Module 3 (continued)

Module 4 — Storage and Network Management

- Store management technologies
- Storage related issues
- vNetwork components

Day 3:

Module 5 – Virtual Machine Deployment

- Virtual Machine Improvements
- Virtual Machine Deployment with templates
- VMware vCenter Converter
- Virtual Infrastructure Client

•Virtual Machine Remote Console Day 4: Security, Advanced Resource Management and Backup Strategies

Day 4:

Module 6 — Security

- Roles and Permissions
- Firewall Management
- Security management tools

Module 7 — Resource Management

- Workloads and resource monitoring
- vMotion
- VMware Distributed Resource Scheduler
- Storage DRS
- VMware Distributed Power
- VMware High Availability
- VMware Fault Tolerance
- VMware vCenter Server Heartbeat

Day 5:

Module 8 — Backup

- VMware Data Recovery

Module 9 — Monitoring and Optimization

- Host Profiles
- VMware vCenter Update Manager
- vCenter Performance Charts, Alarms, Tasks and Events

PROJECT MANAGEMENT PROFESSIONAL

Including CAPM or PMP Certification

Course Overview

This course provides training and certification for professionals in MANY different industries, who are either a member of a project team or in charge of a specific project. It provides detailed training on the methodology of project management including time-line management, stakeholder analysis, staffing % communication and overall best practices. Students will be trained and provided certification prep to attain either Project Management Professional (PMP), or their Certified Associate in Project Management (CAPM) certification, based on their level of prior experience. 40 hours of instruction. Maximum class size is 24 students.

Corresponding Occupation

Upon completion of this course and successfully passing the associated certification exams, a student should be qualified for a Project Manager or Project Coordinator position at most organizations. Please note that experience level may also be taken into consideration.

Pricing

Registration Fee:	\$ 250.00*
Books and Testing:	\$ 350.00**+
Student Tuition Recovery Fund:	\$ 5.00*
Tuition	\$ 1,390.00

TOTAL: \$ 1,995.00

* Non Refundable Fees ** Non Refundable if Used.

+ Note: Exam voucher is **not** included in the testing pricing Minimum Charges upon Enrollment \$ 1,995.00

Hours

Five consecutive days. Daily course time is from 0900 – 1700 hours (9am to 5pm). There is a total of 40 instructional hours in this course.

Daily Modules:

- Day 1: The Project Management Framework
- Day 2: Project Scope and Time Management
- Day 3: Project Quality and Human Resources Management
- Day 4: Project Risk and Procurement Management

Day 5: Project Management Ethical Responsibility and Code of Conduct

CLLOUD COMPUTING IMPLEMENTATIOPROFESSIONAL

Course overview

This course provides training on the fundamentals, deployment and architecture-design of the new and incredibly fast-growing field of Cloud Computing. As one of the hottest new technologies in the industry, many Fortune 500 companies are investing Billions of dollars into this technology! Unitek is very excited to be offering the first comprehensive course in this dynamic new field, which many experts predict to be the biggest thing to hit the IT Industry since the Internet! Approximately 40 hours of instruction of engaging, interesting training is provided. Maximum class size is 24 students

Corresponding Occupation

Upon completion of this course, students will have a solid understanding of one of the hottest emerging technologies in the IT industry. This knowledge, combined with a strong foundational background in information technology could make this individual a very attractive candidate for a Senior System or Network Engineer and/or Infrastructure Architect. Prior IT experience will play a very significant role in the available opportunities.

Pricing

Registration Fee:	\$	250.00*
Books and Testing:	\$	440.00**
Student Tuition Recovery Fund:	\$	5.00*
Tuition	\$	1,600.00
TOTAL:	\$	2,295.00

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment \$ 2,295.00

Hours

Four consecutive days. Daily course time is from 0900 – 1700 hours (9am to 5pm). There is a total of 40 instructional hours in this course.

Daily Modules:

- Day 1: Cloud Fundamentals: Key cloud computing characteristics; Cloud computing architectures and impact on application design; Managing cloud infrastructures; Ensuring data privacy and storage persistence; Creating a cloud computing action plan
- Day 2: Cloud Deployment: Key characteristics of private, public, and hybrid clouds; Important standards affecting cloud computing deployment choices; Integrating cloud computing into existing infrastructure and processes; How to decide which cloud deployment option is right for your organization; Evaluating costs of private versus public cloud deployments
- Day 3: Cloud Architecture: Cloud computing architectures and impact on application design; Managing EC2 cloud infrastructures: Ensuring data privacy, storage persistence and reliable DBMS backup
- Day 4: Cloud Architecture: Ensuring robustness and scalability on demand; Creating a cloud application system, development life cycle (SDLC), LAMPP (Linux, Apache, MySQL, Perl/PHP, Python) application

Cisco Certified Network Professional (CCNP) Security Program Objectives

Course Overview

This program provides training for current Network Administrators or others who possess a solid

foundational knowledge of the Cisco Routing and Switching technologies. This certification validates a network professional's ability to install, configure and troubleshoot converged local and wide area networks, with emphasis on the Cisco Security technology and applications.

Course Objectives

Impart knowledge and necessary skills needed by IT professionals who plan to support, maintain or manage Cisco security technology and applications.

1. IT professionals of today who are responsible for Security in Routers, Switches, Networking devices and appliances
2. Individuals who earn a Cisco CCNP- Security certification gain competency in choosing, deploying, supporting and troubleshooting Firewalls, VPNS, and IDS/IPS solutions for their networking environments.
3. Earning a Cisco CCNP- Security certification validates a robust set of skills in implementing, operating, configuring, and troubleshooting Firewalls, VPNS, and IDS/IPS solutions for their networks.
4. Understand and practice professional Cisco Security technology, protocol and methodologies.
5. Demonstrate proficiency in using related hardware, software and related tools.

The program/ course consist of premium quality curriculum, well delivered material supported by tutorials, advice, counseling and an overall support system which effectively manages the program. These instructor led courses consist of written assignments, case studies, group activities, hands-on learning with actual industry recognized hardware, software and related tools as needed for students to gain hands on experience in the labs.

Unitek Education has a strict policy of Instructor & student interactivity, we want the students to know the instructor are here not just to teach but to provide guidance for the student to learn important curricula and learn to apply their new knowledge. Unitek Education has partnered with various IT technology vendors like Cisco, Microsoft, CompTIA, Citrix, Pearson Vue, Prometric and other similar vendors to deliver training programs and certifications that are internationally recognized.

CCNP Security (includes CCNA Security) Day to Day Schedule

CCNA Security – IINS	
Day 1	Introduction to Network Security Principles
Day 2	Perimeter Security Network Security Using Cisco IOS Firewalls
Day 3	Site-to-Site VPNs Network Security Using Cisco IOS IPS
Day 4	LAN, SAN, Voice, and Endpoint Security Overview Optional TESTING in Afternoon Deploying Cisco IOS Software Network Foundation Protection

	Deploying Cisco IOS Software Threat Control and Containment
Day 5	Deploying Cisco IOS Software Site-to-Site Transmission Security Case Study: Configuring and Verifying Advanced 802.1X Features
Day 6	IINS TEST-Review TESTING
Day 7	SECURE TESTING Review Testing
FIREWALL	
Day 8	Introduction to the Cisco ASA Adaptive Security Appliance Implementation of Basic Connectivity and Device Management Deployment of Cisco ASA Adaptive Security Appliance Access Control Features
Day 9	Deployment of Cisco ASA Adaptive Security Appliance Network Integration Features Deployment of Cisco ASA Adaptive Security Appliance Virtualization and High-Availability Features
VPN	
Day 10	Evaluation of the Cisco ASA Adaptive Security Appliance VPN Subsystem (afternoon) Deployment of Cisco ASA Adaptive Security Appliance IPsec VPN Solutions
Day 11	Deployment of Cisco ASA Adaptive Security Appliance AnyConnect Remote Access VPN Deployment of Cisco ASA Adaptive Security Appliance Clientless Remote Access VPN Solutions Firewall TEST-review & TESTING
Day 12	VPN TEST review TESTING
IPS	
Day 13	Introduction to Intrusion Prevention and Detection, Cisco IPS Software, and Supporting Devices Installing and Maintaining Cisco IPS Sensors Applying Cisco IPS Security Policies Adapting Traffic Analysis and Response to the Environment Managing and Analyzing Events Configuring and Maintaining Specific Cisco IPS Hardware
Day 14	IPS TEST REVIEW TESTING

Textbook/Courseware

CCNP training bootcamp at Unitek Education is conducted using Cisco Authorized Curriculum. Considering today's demanding IT job market and the to-the-point specific knowledge required for Cisco training exams, Cisco Authorized Curriculum is second to none.

Pricing

Registration Fee:	\$	250.00*
Books and Testing:	\$	1800.00**
Student Tuition Recovery Fund:	\$	22.50*
Tuition	\$	6,922.50
TOTAL:	\$	8,995.00

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment \$ **8,995.00**

CCNP VOICE TRAINING Program Objectives

Course Overview

This program provides training for current Network Administrators or others with equivalent that possesses a solid foundational knowledge of the Cisco Routing and Switching technologies. This certification validates a network professional's ability to install, configure and troubleshoot converged local and wide area networks, with emphasis on the VOIP technology and applications.

Course Objectives

Impart knowledge and necessary skills needed by IT professionals who plan to support, maintain or manage Cisco voice technology and applications.

1. IT professionals of today who are responsible for integrating voice technology into underlying network architectures.
2. Individuals who earn a Cisco CCNP- Voice certification can help create a telephony solution that is transparent, scalable, and manageable.
3. Earning a Cisco CCNP- Voice certification validates a robust set of skills in implementing, operating, configuring, and troubleshooting a converged IP network.
4. The Cisco CCNP- Voice training certification content focuses on Cisco Systems Call Manager, quality of service (QoS), gateways, gatekeepers, IP phones, voice applications, and utilities on Cisco routers and Cisco Catalyst switches.
5. Understand and practice professional Cisco Voice technology, protocol and methodologies.
6. Demonstrate proficiency in using related hardware, software and related tools.

The program/ course consist of premium quality curriculum, well delivered material supported by tutorials, advice, counseling and an overall support system which effectively manages the program. These instructor led courses consist of written assignments, case studies, group activities, hands-on learning with actual industry recognized hardware, software and related tools as needed for students to gain hands on experience in the labs.

Unitek Education has a strict policy of Instructor & student interactivity, we want the students to know the instructor are here not just to teach but to provide guidance for the student to learn important curricula and learn to apply their new knowledge. Unitek Education has partnered with various IT technology vendors like Cisco, Microsoft, CompTIA, Citrix, Pearson Vue, Prometric and other similar vendors to deliver training programs and certifications that are internationally recognized.

CCNP Voice (includes CCNA Voice) Day to Day Schedule

CCNA Voice – Introducing Cisco Voice and Unified Communications Administration (ICOMM)	
Day 1	Overview of Administrator and End-User Interfaces Call Flows in Cisco Unified Communications Manager and Cisco Unified Communications Manager Express
Day 2	Endpoint and End User Administration Enablement of End User Telephony and Mobility Features
Day 3	Endpoint and End User Administration Enablement of End User Telephony and Mobility Features Enablement of Cisco Unity Connection and Cisco Unified Presence
Implementing Cisco Voice Communications and QoS (CVOICE)	
Day 4	Introduction to Voice Gateways VoIP Call Legs
Day 5	Dial Plan Implementation Quality of Service
Integrating Cisco Unified Communications Applications (CAPPS)	
Day 6	Introduction to Voice Mail Cisco Unity Connection in a Cisco Unified Communications Manager Environment
Day 7	Cisco Unity Express Implementation in Cisco Unified Communications Manager Express Environment Voice Profile for Internet Mail Implementation Cisco Unified Presence Implementation
Implementing Cisco Unified Communications Manager, Part 1 (CIPT1)	
Day 8	Introduction to Cisco Unified Communications Manager Administering Cisco Unified Communications Manager
Day 9	Single-Site On-Net Calling Single-Site Off-Net Calling
Day 10	Media Resources Feature and Application Implementation
Implementing Cisco Unified Communications Manager, Part 2 (CIPT2) v8.0	

Day 11	Multisite Deployment Implementation Centralized Call-Processing Redundancy Implementation
Day 12	Bandwidth Management and CAC Implementation Implementation of Features and Applications for Multisite Deployments
Troubleshooting Cisco Unified Communications (TVOICE) v8.0	
Day 13	Introduction to Troubleshooting Cisco Unified Communications Solutions Cisco Unified Communications Manager Troubleshooting Troubleshooting Call Setup Issues
Day 14	SAF and CCD Issues Troubleshooting CCD Voice Quality and Media Resources Issues

CCNP Voice Training Program Textbook/Courseware

CCNP training bootcamp at Unitek Education is conducted using Cisco Authorized Curriculum. Considering today's demanding IT job market and the to-the-point specific knowledge required for Cisco training exams, Cisco Authorized Curriculum is second to none.

Pricing

Registration Fee:	\$ 250.00*
Books and Testing:	\$ 1800.00**
Student Tuition Recovery Fund:	\$ 25.00*
Tuition	\$ 7,920.00

TOTAL: \$ **9,995.00**

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment \$ 9,995.00

CCNP WIRELESS TRAINING Program Objectives

Course Overview

This program provides training for current Network Administrators or others who possess a solid foundational knowledge of the Cisco Routing and Switching technologies. This certification validates a network professional's ability to install, configure and troubleshoot converged local and wide area networks, with emphasis on the Cisco Wireless technology and applications.

Course Objectives

Impart knowledge and necessary skills needed by IT professionals who plan to support, maintain or manage Cisco wireless technology and applications.

- IT professionals of today who are responsible for designing, implementing, and operating Cisco Wireless networks and mobility infrastructures.
- CCNP Wireless certification emphasizes wireless networking principles and theory.
- Individuals who earn a Cisco CCNP- wireless certification gain competency to assess and translate network business requirements into technical specifications that in turn, are incorporated into successful installations.
- Earning a Cisco CCNP- wireless certification validates a robust set of skills in designing, implementing, and operating Cisco Wireless networks and mobility infrastructures.
- Understand and practice professional Cisco Voice technology, protocol and methodologies.
- Demonstrate proficiency in using related hardware, software and related tools.

The program/ course consist of premium quality curriculum, well delivered material supported by tutorials, advice, counseling and an overall support system which effectively manages the program. These instructor led courses consist of written assignments, case studies, group activities, hands-on learning with actual industry recognized hardware, software and related tools as needed for students to gain hands on experience in the labs.

Unitek Education has a strict policy of Instructor & student interactivity, we want the students to know the instructor are here not just to teach but to provide guidance for the student to learn important curricula and learn to apply their new knowledge. Unitek Education has partnered with various IT technology vendors like Cisco, Microsoft, CompTIA, Citrix, Pearson Vue, Prometric and other similar vendors to deliver training programs and certifications that are internationally recognized.

CCNP Wireless (includes CCNA Wireless) Day to Day Schedule

Implementing Cisco Unified Wireless Networking Essentials (IUNWE)	
Day 1	Wireless Fundamentals Basic WLAN Installation
Day 2	Wireless Clients WLAN Security
Day 3	WCS Administration WLAN Maintenance and Troubleshooting
Conducting Cisco Unified Wireless Site Survey (CUWSS)	
Day 4	Preparing for Site Survey Plan for Site Survey
Day 5	Conduct the site Survey Assessing the Deployment
Day 6	Design the RF Network
	Assessing the Deployment
Implementing Cisco Unified Wireless Voice Networks (IUNVN)	
Day 7	Voice over Wireless Architecture

	Implement VoWLAN
Day 8	Implement QoS for Wireless Applications
Day 9	Implement Multicast over Wireless Prepare the Wireless Network for Video and High-Bandwidth Applications
Implementing Cisco Unified Mobility Services (IUWMS)	
Day 10	Design WLAN Infrastructure for Mobility Implement Advanced Services and Manage with WCS and WCS Navigator
Day 11	Implement Cisco 2700 Series Appliance Location-Based Services Implement MSE Architecture
Day 12	Describe Outdoor Wireless Advanced Tuning and Troubleshooting
Implementing Advanced Cisco Unified Wireless Security (IAUWS)	
Day 13	Organizational and Regulatory Security Policies Design and Implement Guest Access Services Secure Client Devices Design and Integrate Wireless Network with NAC
Day 14	Implement Secure Wireless Connectivity Services Integrated Security Features Integrate the WLAN with Advanced Security Platforms

CCNP Wireless Training Program Textbook/Courseware

CCNP training boot camp at Unitek Education is conducted using Cisco Authorized Curriculum. Considering today's demanding IT job market and the to-the-point specific knowledge required for Cisco training exams, Cisco Authorized Curriculum is second to none. Maximum Student 24

Pricing

Registration Fee:	\$ 250.00*
Books and Testing:	\$ 1800.00**
Student Tuition Recovery Fund:	\$ 22.50*
Tuition	\$ 7,422.50
TOTAL:	\$ 9,495.00

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment \$ 9,495.00

CITRIX XENAPP 6.5
Program Objectives

Course Overview

This program provides training for provides the foundation necessary for administrators to effectively centralize and manage applications in the datacenter and instantly deliver them as a service to users anywhere. Learners will receive training for installing and configuring Citrix XenApp 6.5 for Windows

Server, Citrix Receiver and plug-ins, as well as for using administrative consoles and tools to configure resources, policies, server and farm settings, printers, virtualized applications and more. Maximum Student 24

Course Objectives

Impart knowledge and necessary skills needed by IT professionals who plan to support, maintain or manage applications in the datacenter.

- Prepares administrators to effectively centralize and manage applications in the datacenter and instantly deliver them as a service to users anywhere.
- Individuals will receive training for installing and configuring Citrix XenApp 6.5 for Windows Server, Citrix Receiver and plug-ins.
- This course also trains them for using administrative consoles and tools to configure resources, policies, server and farm settings, printers, virtualized applications and more.
- Understand and practice professional Citrix XenApp technology, protocol and methodologies.
- Demonstrate proficiency in using related hardware, software and related tools.

The program/ course consist of premium quality curriculum, well delivered material supported by tutorials, advice, counseling and an overall support system which effectively manages the program. These instructor led courses consist of written assignments, case studies, group activities, hands-on learning with actual industry recognized hardware, software and related tools as needed for students to gain hands on experience in the labs.

Unitek Education has a strict policy of Instructor & student interactivity, we want the students to know the instructor are here not just to teach but to provide guidance for the student to learn important curricula and learn to apply their new knowledge. Unitek Education has partnered with various IT technology vendors like Cisco, Microsoft, CompTIA, Citrix, Pearson Vue, Prometric and other similar vendors to deliver training programs and certifications that are internationally recognized.

Citrix XenApp Basic Administration Day to Day Schedule

Day 1	Basic Administration for Citrix XenApp 6 Licensing & Installing XenApp Configuring XenApp Administration
Day 2	Installing and Configuring Web Interface Delivering Applications and Content Streaming Applications
Day 3	Configuring Policies Configuring Load Management Optimizing the User Experience
Day 4	Configuring Self-Service Applications Configuring Printing

	Securing XenApp
Day 5	Monitoring XenApp Smart auditor, Single sign on, Provisioning Power & Capacity management

CXA- 206 Training Program Textbook/Courseware

Citrix Official Courseware

Pricing

Registration Fee:	\$	250.00*
Books and Testing:	\$	750.00**
Student Tuition Recovery Fund:	\$	12.50*
Tuition	\$	3,987.50
TOTAL:	\$	5000.00

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment \$ **5000.00**

CITRIX XENAPP ADVANCED ADMINISTRATION TRAINING Program Objectives

Course Overview

This program provides training for the skills necessary to monitor, maintain, optimize and troubleshoot Citrix XenApp environments running on Windows Server 2008 R2 software. Learners are introduced to the tools used to monitor the XenApp farm, record farm activity and generate reports. In addition, learners take away the skills needed to maintain data and server integrity and to scale, optimize and troubleshoot the XenApp farm. This course encourages learning by doing and includes many hands-on exercises that reinforce and expand on the course content. Maximum student 24

Course Objectives

Impart knowledge and necessary skills needed by IT professionals who plan to support, maintain or manage applications in the datacenter.

- Prepares administrators to effectively troubleshoot the XenApp environment.
- Individuals will receive training for installing, configuring and scaling the Citrix XenApp 6.5 for Windows Server, covering farms, Data Store, web interfaces etc.
- This course also trains them for using administrative consoles for NetScaler, Load balancing, policies, server and farm settings, printers, virtualized applications, security, Edgesight etc.
- Understand and practice professional Citrix XenApp technology, protocol and methodologies.
- Demonstrate proficiency in using related hardware, software and related tools.

The program/ course consist of premium quality curriculum, well delivered material supported by tutorials, advice, counseling and an overall support system which effectively manages the program. These instructor led courses consist of written assignments, case studies, group activities, hands-on learning with actual industry recognized hardware, software and related tools as needed for students to gain hands on experience in the labs.

Unitek Education has a strict policy of Instructor & student interactivity, we want the students to know the instructor are here not just to teach but to provide guidance for the student to learn important curricula and learn to apply their new knowledge. Unitek Education has partnered with various IT technology vendors like Cisco, Microsoft, CompTIA, Citrix, Pearson Vue, Prometric and other similar vendors to deliver training programs and certifications that are internationally recognized.

Citrix XenApp Advanced Administration Day to Day Schedule

Day 1	Troubleshooting the XenApp Environment Scaling the XenApp Environment
Day 2	Creating Farm Redundancy Maintaining the XenApp Environment
Day 3	Optimizing the XenApp Environment Optimizing the User Environment
Day 4	Optimizing Printing Securing XenApp
Day 5	Monitoring XenApp with Standard Utilities Monitoring XenApp with Edge Sight

CXA - 301 Training Program Textbook/Courseware

Citrix Official Courseware

Pricing

Registration Fee:	\$ 250.00*
Books and Testing:	\$ 750.00**
Student Tuition Recovery Fund:	\$ 12.50*
Tuition	\$ 3,987.50

TOTAL: \$ 5,000.00

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment \$ 5,000.00

**MCTS Configuring Office SharePoint Server Training
Program Objectives**

Course Overview

This program provides training on how to design and plan the entire Office SharePoint Server

environment, including business and application needs. The Microsoft MCTS boot camp covers how to deploy Office SharePoint Server, and how to maintain and optimize Office SharePoint Server 2010 after it is deployed. Maximum Student 24

Course Objectives

Impart knowledge and necessary skills needed by IT professionals who plan to design, support, maintain or configure Office SharePoint Server environment.

- Prepares administrators to effectively design and plan the Office SharePoint Server environment for their business.
- Individuals will receive training to design, plan and configure Office SharePoint Server environment for all their business and application needs.
- This course also covers how to maintain and optimize Office SharePoint Server 2010 after it is deployed.
- Understand and practice professional Office SharePoint Server technology, protocol and methodologies.
- Demonstrate proficiency in using related hardware, software and related tools.

The program/ course consist of premium quality curriculum, well delivered material supported by tutorials, advice, counseling and an overall support system which effectively manages the program. These instructor led courses consist of written assignments, case studies, group activities, hands-on learning with actual industry recognized hardware, software and related tools as needed for students to gain hands on experience in the labs.

Unitek Education has a strict policy of Instructor & student interactivity, we want the students to know the instructor are here not just to teach but to provide guidance for the student to learn important curricula and learn to apply their new knowledge. Unitek Education has partnered with various IT technology vendors like Cisco, Microsoft, CompTIA, Citrix, Pearson Vue, Prometric and other similar vendors to deliver training programs and certifications that are internationally recognized.

MCTS Configuring Office SharePoint Server Day to Day Schedule

Day 1	Introducing SharePoint 2010 Creating a SharePoint 2010 Intranet Administering and Automating SharePoint
Day 2	Configuring Content Management Configuring Authentication Securing Content Managing SharePoint Customizations
Day 3	Configuring and Securing SharePoint Services and Applications Implementing Productivity Service Applications Administering and Configuring SharePoint Search
Day 4	Installing and Upgrading to SharePoint 2010 Securing XenApp

	Implementing Business Continuity
Day 5	Monitoring and Optimizing SharePoint Performance Study & Test

MCTS Configuring Office SharePoint Server Training Program Textbook/Courseware

Microsoft Official Courseware

Pricing

Registration Fee:	\$	250.00*
Books and Testing:	\$	500.00**
Student Tuition Recovery Fund:	\$	10.00*
Tuition	\$	2,935.00
TOTAL:	\$	3,695.00

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment \$ **3,695.00**

**MCTS CONFIGURING MS EXCHANGE & MCITP ENTERPRISE MESSAGING ADMINISTRATOR
TRAINING
Program Objectives**

Course Overview

This program will prepare qualified Microsoft professionals to earn both the Microsoft Certified Technology Specialist (MCTS): Configuring MS-Exchange 2010 AND the Microsoft Certified IP-Professional (MCITP) Enterprise Messaging Administrator. In this intensive test-preparation program where the goal is certification, you will receive targeted lectures based on the Microsoft domains of knowledge for the TS: Exchange, Configuring exam and take simulated exams. This boot camp includes the exams needed for dual certification. A fast-paced, rapid review session prior to each exam covers key material, providing comprehensive exam preparation. Maximum Student 24

Course Objectives

Impart knowledge and necessary skills needed by IT professionals who plan to deploy, configure and support MS Exchange Server and Enterprise Messaging Administration.

- Prepares administrators to effectively deploy, configure and Manage Microsoft Exchange Server and enterprise messaging administration.
- Individuals will receive training to configure, manage and secure MS Exchange Server and how to upgrade from earlier versions to current one.
- This course also covers enterprise messaging and how to plan and deploy mailboxes, client access services, message transport, security and compliance as well as disaster recovery.
- Understand and practice professional Microsoft Exchange Server technology, protocol and methodologies.

- Demonstrate proficiency in using related hardware, software and related tools.

The program/ course consist of premium quality curriculum, well delivered material supported by tutorials, advice, counseling and an overall support system which effectively manages the program. These instructor led courses consist of written assignments, case studies, group activities, hands-on learning with actual industry recognized hardware, software and related tools as needed for students to gain hands on experience in the labs.

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MCTS Configuring MS Exchange & MCITP Enterprise Messaging Administrator Training Day to Day Schedule

Day 1	Deploying Microsoft Exchange Server 2010 Configuring Mailbox Servers Managing Recipient Objects
Day 2	Managing Client Access Managing Message Transport Implementing Messaging Security Implementing High Availability
Day 3	Implementing Backup and Recovery Configuring Messaging Policy and Compliance Securing Microsoft Exchange Server 2010
Day 4	Upgrading from Exchange Server 2003 or Exchange Server 2007 to Exchange Server 2010 Review + Test (70-662) Planning and Deploying Mailbox Services Planning and Deploying Client Access Services in Exchange Server 2010
Day 5	Planning and Deploying Message Transport in Exchange Server 2010 Planning and Deploying Messaging Security Planning and Deploying Messaging Compliance Planning a Disaster Recovery Solution
Day 6	Integrating Microsoft Exchange Server 2010 with Other Messaging Systems Review + Test (70-663)

MCTS Configuring MS Exchange & MCITP Enterprise Messaging Administrator Training

Textbooks/Courseware

Microsoft Official Courseware

Pricing

Registration Fee:	\$	250.00*
Books and Testing:	\$	900.00**
Student Tuition Recovery Fund:	\$	10.00*
Tuition	\$	2,535.00

TOTAL: \$ **3,695.00**

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment \$ **3,695.00**

MICROSOFT DYNAMICS CRM TRAINING

Program Objectives

Course Overview

This program provides training your consultants and engineers how to use Microsoft CRM to address your unique business problems. Microsoft Dynamics CRM Readiness Boot camp is much more than certification training; it also prepares your engineers to do a better job of implementing Microsoft CRM. Maximum Student 24

Course Objectives

Impart knowledge and necessary skills needed by IT professionals who implement, support, configure Microsoft Dynamics CRM environment and customize it to the business needs.

- Prepares administrators to effectively implement, configure and support the Microsoft Dynamics CRM with its various components for their business.
- Individuals will receive training to configure, install and implement the Microsoft Dynamics CRM for all their business and application needs in Sales Marketing, Service management.
- This course also covers detailed customization and configuration for specific business units and teams, with diverse relationships and mappings, form views, charts, auditing and solutions.
- Understand and practice professional Microsoft Dynamics CRM technology, protocol and methodologies.
- Demonstrate proficiency in using related hardware, software and related tools.

The program/ course consist of premium quality curriculum, well delivered material supported by tutorials, advice, counseling and an overall support system which effectively manages the program. These instructor led courses consist of written assignments, case studies, group activities, hands-on learning with actual industry recognized hardware, software and related tools as needed for students to gain hands on experience in the labs.

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Microsoft Dynamics CRM Training Day to Day Schedule

Sales Management in Microsoft Dynamics CRM	
Day 1	Introduction Working with the Product Catalog Sales Order Processing Analysis, Reporting and Goals
Marketing Automation in Microsoft Dynamics CRM	
Day 2	Introduction Implementing and Managing Marketing Campaigns Analysis, Reporting and Goals
Service Management in Microsoft Dynamics CRM	
Day 3	Introduction Working with Cases and Contracts Using the Knowledge Base Working with Teams and Queues Analysis, Reporting and Goals
	Service Scheduling in Microsoft Dynamics CRM
	Introduction Advanced Topics
Installation and Deployment in Microsoft Dynamics CRM	
Day 4	Microsoft Dynamics CRM Components Planning the Installation Microsoft Dynamics CRM Server Installation Microsoft Dynamics CRM 2011 Reporting Extensions Installing and Deploying the E-mail Router Microsoft Dynamics CRM for Microsoft Office Outlook Configure an Internet-Facing Deployment Upgrading to Microsoft Dynamics CRM 2011 Microsoft Dynamics CRM Deployment Manager High-availability Options
Customization and Configuration in Microsoft Dynamics CRM	
Day 5	Business Units and Security Roles Configuring Users and Teams Customizing Microsoft Dynamics CRM Overview

	Customizing Fields, Entities, Relationships and Mappings Customizing Forms Views and Charts Configuring Field Security, auditing & solutions
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Microsoft Dynamics CRM Training Program Textbooks

Microsoft Official Courseware

Pricing

Registration Fee:	\$	250.00*
Books and Testing:	\$	900.00**
Student Tuition Recovery Fund:	\$	10.00*
Tuition	\$	2,535.00
TOTAL:	\$	3,695.00

* Non Refundable Fees ** Non Refundable if Used.
Minimum Charges upon Enrollment \$ 3,695.00

**THE ITIL® FOUNDATION COURSE TRAINING
 Program Objectives**

Course Overview

This program provides training on the principles and core elements of the service lifecycle approach to IT Service Management according to ITIL. An interactive approach is used combining lecture, discussion and case study experience to prepare participants for the ITIL Foundation certification exam as well as providing valuable practical knowledge that can be rapidly applied in the workplace. Unitek Education integrated case study deepens the participant's appreciation of how ITIL best practices can be applied in order to improve IT performance. Maximum Student 24

Course Objectives

Impart knowledge and best practices needed by IT management professionals for IT service Management according to core principles of (ITSM) ITIL.

- Prepares IT managers or those planning to become IT Managers, training on the core elements of the service lifecycle approach to IT Service Management according to (ITSM) ITIL.
- Individuals will receive training comprised of five core publications: Service Strategy, Service Design, Service Transition, Service Operations and Continual Service Improvement, promoting alignment with the business as well as improving operational efficiency.
- This course covers the latest version of core ITIL best practices presented from a lifecycle perspective.
- Understand and practice professional IT service management based on ITSM/ ITIL best practices and methodologies.

- Demonstrate proficiency in using related hardware, software and related tools.

The program/ course consist of premium quality curriculum, well delivered material supported by tutorials, advice, counseling and an overall support system which effectively manages the program. These instructor led courses consist of written assignments, case studies, group activities, hands-on learning with actual industry recognized hardware, software and related tools as needed for students to gain hands on experience in the labs.

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THE ITIL® FOUNDATION COURSE TRAINING Day to Day Schedule

Day 1	Introduction to key ITIL concepts IT as a Service, Introduction to processes and process management The Service Lifecycle approach
	Service Strategy
	Purpose, goal, objectives & Scope, Value Creation through Services Assets – Resources and Capabilities, Service Strategy – Main activities Service Strategy processes, Portfolio management Demand management, Financial management & Business Relationship Management
	Service Design
	Purpose, goal, objectives & Scope, Service Design processes The 4 P's, Service Design aspects, Catalog Management Service Level Management, capacity & Availability Management IT Service Continuity Management Service Portfolio & Information Security Management Supplier management & Design Coordination
Service Transition	
Day 2	Purpose, goal, objectives & Scope, Service Transition value to the business Technology and architecture in Service Transition & Processes Change Management & The 7 R's of Change Management Service Asset, Configuration, Release and Deployment Management

	Knowledge Management
	Service Operation
	Purpose, goal, objectives & Scope Service Operation definitions, The Service Desk, Technical & application Management IT Operations Management & Service Operations Processes Event Management, Request Fulfillment, Problem & Access Management
	Continual Service Improvement
Day 3	Purpose, goal, objectives & Scope Models and Processes, The Deming Cycle Measurement and metrics, Continual Service Improvement activities Risk management & Continual Service Improvement interfaces Interface with Service Level Management
	Exam Preparation & Review
	Feedback & Recap

ITIL Foundation Course Training Textbook

The textbook that will be used in the proposed program is ITIL Foundation W/ Case Study. All books are tentative.

Pricing

Registration Fee:	\$	250.00*
Books and Testing:	\$	450.00**
Student Tuition Recovery Fund:	\$	5.00*
Tuition	\$	990.00
TOTAL:	\$	1,695.00

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment \$ **1,695.00**

Certified Ethical Hacker Training Program Program Objectives

Course Overview

This program provides vendor neutral training for IT Security Professional that helps the organizations take preemptive measures against malicious attacks by attacking the system himself; all the while staying within legal limits. This philosophy stems from the proven practice of trying to catch a thief, by thinking like a thief. As technology advances and organization depend on technology increasingly, information assets have evolved into critical components of survival. Maximum student 24

Course Objectives

Impart knowledge and necessary skills needed by security individuals specifically tasked with ethical hacking approach to test, audit and improve the security systems, support, maintain or manage security.

1. Provides skills needed to audit, analyze and ethically penetrate security systems.
2. Individuals who earn a CEH Certification gain competency in security principles, ethical hacking, social engineering, viruses, spying technologies etc.
3. Earning a CEH Certification - validates a robust understanding of various levels and types of security architectures, viruses, detection and their mitigation..
4. Understand and practice professional security policy and applications as enumerated under CEH Security technology, protocol and methodologies.
5. Demonstrate proficiency in using related hardware, software and related tools.

The program/ course consist of premium quality curriculum, well delivered material supported by tutorials, advice, counseling and an overall support system which effectively manages the program. These instructor led courses consist of written assignments, case studies, group activities, hands-on learning with actual industry recognized hardware, software and related tools as needed for students to gain hands on experience in the labs.

Unitek Education has a strict policy of Instructor & student interactivity, we want the students to know the instructor are here not just to teach but to provide guidance for the student to learn important curricula and learn to apply their new knowledge. Unitek Education has partnered with various IT technology vendors like Cisco, Microsoft, CompTIA, Citrix, Pearson Vue, Prometric and other similar vendors to deliver training programs and certifications that are internationally recognized.

CEH Day to Day Schedule

Day 1	Introduction to Ethical Hacking, Laws, Foot printing, Google Hacking Scanning, Enumeration, System Hacking, Trojans and Backdoors Viruses, Worms & Sniffers
Day 2	Social Engineering, Phishing & Hacking Email Accounts (DVD) Denial-of-Service, Session Hijacking, Hacking Web Servers Web Application Vulnerabilities & Web-Based Password Cracking Techniques SQL Injection
Service Management in Microsoft Dynamics CRM	
Day 3	Hacking Wireless Networks, Physical Security (DVD) Linux Hacking, Evading IDS, Firewalls and Detecting Honey Pots Buffer Overflows, Cryptography, Penetration Testing (DVD) Working with Teams and Queues Macintosh Hacking, Hacking Routers, Cable Modems and Firewalls Hacking Mobile Phones, PDA and Handheld Devices
Day 4	Bluetooth Hacking, VoIP Hacking, RFID Hacking Spamming, Hacking USB Devices (DVD)

	Hacking Database Servers, Cyber Warfare- Hacking Al-Qaida and Terrorism (DVD), Internet Content Filtering Techniques, Privacy on the Internet & Securing Laptop Computers
Day 5	Spying Technologies, Corporate Espionage- Hacking Using Insiders Creating Security Policies, Software Piracy and Warez (DVD) Hacking and Cheating Online Games, Hacking RSS and Atom Hacking Web Browsers (Firefox, IE), Proxy Server Technologies (DVD) Data Loss Prevention, Hacking Global Positioning System (GPS) (DVD) Computer Forensics and Incident Handling (DVD) and Lesson Labs

Certified Ethical Hacker Training Program Textbook/Courseware

1. CEH Certified Ethical Hacker Study Guide
2. Official Certified Ethical Hacker Review Guide

Pricing

Registration Fee:	\$ 250.00*
Books and Testing:	\$ 450**
Student Tuition Recovery Fund:	\$ 7.50*
Tuition:	\$ 2587.50
TOTAL:	\$ 3,295.00

* Non Refundable Fees ** Non Refundable if Used.

Minimum Charges upon Enrollment \$3,295.00

CompTIA CLOUD ESSENTIALS TRAINING PROGRAM Program Objectives

Course Overview

This program provides training for the CompTIA Cloud Essentials specialty certification that demonstrates an individual knows what cloud computing means from a business and technical perspective, as well as what is involved in moving to and governing the cloud. This Program introduces to the concepts of cloud computing, exposes students to the business value of cloud, technical types and steps involved in the implementation and management of the technology. Maximum student 24

Course Objectives

Impart knowledge and skills needed by IT professionals to effectively create, configure and manage cloud computing environment.

1. Prepares IT professionals on vendor neutral cloud computing environment creation and configuration.
2. Individuals will receive training to use the latest skills and best practices for deploying cloud environment and key features..
3. This course also covers business perspective and value of cloud computing.
4. Imparts knowledge on steps in successful adoption, technical perspective and cloud types.

5. Students learn the impact of cloud on the IT services along with knowledge on the risks and consequences of implementing cloud infrastructure.
6. Demonstrate proficiency in using related hardware, software and related tools.

The program/ course consist of premium quality curriculum, well delivered material supported by tutorials, advice, counseling and an overall support system which effectively manages the program. These instructor led courses consist of written assignments, case studies, group activities, hands-on learning with actual industry recognized hardware, software and related tools as needed for students to gain hands on experience in the labs.

Unitek Education has a strict policy of Instructor & student interactivity, we want the students to know the instructor are here not just to teach but to provide guidance for the student to learn important curricula and learn to apply their new knowledge.

Unitek Education has partnered with various IT technology vendors like Cisco, Microsoft, CompTIA, Citrix, Pearson Vue, Prometric and other similar vendors to deliver training programs and certifications that are internationally recognized.

CompTIA Cloud Essentials Training Program Day to Day Schedule

Day 1	Introduction to Cloud Computing	
	Overview and evolution of Cloud Computing Specialized Cloud Services	
	Business Value of Cloud Computing	
	Business Need for Cloud Computing, scalability and security Impact of Cloud Computing on Business	
	Technical Perspectives of Cloud Computing	
	The Cloud Deployment Models, Network Requirements for Cloud Deployment Federated Cloud Services and Standardization Automation and Self-Service in Cloud Computing	
	Technical Challenges of Cloud Computing	
	Cloud Storage & Application Performance Data Integration, Security Risks and Mitigation Application Architecture and the Development Process	
	Day 2	Steps to Successful Adoption of Cloud Services
		Steps to Adopting Cloud Services Organizational Capability to Adopt Cloud Services Cloud Vendor Roles and Capabilities & Migrating Applications
ITIL and Cloud Computing		
Overview of ITIL & Planning Service Strategy Designing Cloud Service & Transitioning to Live Environment		

	Running a Cloud Service Operation & Continual Service Improvement with Cloud
	Identifying Risks and Consequences
	Organizational, Technical & Legal Risks Cost Evaluation for Cloud Computing Identify Maintenance Aspects of Strategic Flexibility

CompTIA Cloud Essentials Program Textbook/Courseware

CompTIA Official Cloud Course Book

Pricing

Registration Fee:	\$ 250.00*
Books and Testing:	\$ 350.00**
Student Tuition Recovery Fund:	\$ 2.50*
Tuition:	\$ 892.00
TOTAL:	\$ 1,495.00

* Non Refundable Fee

** Non Refundable if Used

Minimum Charges upon Enrollment \$ 1,495.00

MCTA-MCITP SERVER ADMINISTRATOR QUAD COMBO FOR WINDOWS

Program Objectives

Course Overview

This unique program will prepare IT professionals to earn four core Microsoft Certifications for Windows Server 2008. MCTS Active Directory Configuration, MCTS Network Infrastructure Configuration, MCTS Application Infrastructure Configuration and MCITP Server Administrator Infrastructure Configuration for Windows Server 2008 by this specially structured combo program in 11 days. Maximum student 24

This boot camp includes the exams needed for all four certification besides 100% Microsoft official Labs, lectures and course material. A fast-paced, rapid review session prior to each exam covers key material, providing comprehensive exam preparation.

Course Objectives

Impart knowledge and necessary skills needed by IT professionals who plan to deploy, configure and manage MS Windows Server 2008.

1. Prepares administrators to effectively deploy, configure, troubleshoot and manage Microsoft Windows Server 2008.
2. Individuals will receive training to deploy, configure, secure and manage Active Directory, Network Infrastructure and Application Infrastructure using MS Windows Server 2008.
3. They will also learn how to implement group policies and migrate/upgrade from earlier versions to current.
4. Understand and practice professional Microsoft Windows Server 2008 technology, protocol and methodologies.
5. Demonstrate proficiency in using related hardware, software and related tools.

The program/ course consist of premium quality curriculum, well delivered material supported by tutorials, advice, counseling and an overall support system which effectively manages the program. These instructor led courses consist of written assignments, case studies, group activities, hands-on learning with actual industry recognized hardware, software and related tools as needed for students to gain hands on experience in the labs.

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MCTS-MCITP-Server Administrator Quad Combo for Windows Server Training Day to Day Schedule

Day 1	Server 2008 - Install, Config, ICT, Server Manager Deploying Server 2008 - WDS, WAIK, WIM, SIM, Unattend
Day 2	DHCP - Configure and Troubleshoot IPv4
Day 3	IPv6 - Routing and NetMon 3.x (NMcap) DFS - DFSN and DFSR plus RDC Storage - FSRM, Quotas RRAS
Day 4	NAP - NAS/NPS - VPN - RRAS, RADIUS NAP - VPN, DHCP, 802.1x wired/wireless, IPsec IPsec – NAP IPsec - Monitor and Troubleshoot
Day 5	Availability - Backup, Clusters (NLB and Failover) Security - WSUS, Security Templates, Audit Events, Reliability and Performance Monitor Lab time TESTING 70-642 - MCTS: Windows Server 2008 Network Infrastructure
Day 6	Handout AD DS - Domain Services – Planning ADMX (Central Store) and Group Policy Preferences
Day 7	AD DS Configuring, RODC, FGPP, AD DS Auditing, Maintaining, Snapshots, Reanimating

	AD CS - Certificate Services
Day 8	Handout AD FS, AD LDS, AD RMS Virtualization - Hyper-V TESTING 70-640 - MCTS
Day 9	Volume Licensing and App-V (SoftGrid) IIS v7.0 and SMTP – overview, IIS v7.0 – Manage Terminal Services - Remote Apps & App-V (SoftGrid), Manage - TS Gateway Testing Opportunity
Day 10	TESTING 70-643 - MCTS: Windows Server 2008 Applications Infrastructure Windows Server Update Services, Handout Design/Planning Active Directory Handout OU, Group Policy, Sites, DNS, ForestDNSZones FSMO, GC Read-Only Domain Controllers - Server Core, BitLocker
Day 11	Identity and Access - AD FS, AD RMS, AD LDS Enterprise PKI - AD CS, NAP - Network Access Protection - NP&AS High Availability - NLB, Failover Cluster TESTING MCITP - 70-647 Enterprise or 70-646 Server Administrator

MCTS-MCITP-Server Administrator Quad Combo for Windows Server Textbooks

Microsoft Official Courseware

Pricing

Registration Fee:	\$ 250.00*
Books and Testing:	\$ 1,305.00**
Student Tuition Recovery Fund:	\$ 20.00*
Tuition:	\$ 6,420.00
TOTAL:	\$ 7,995.00

* Non Refundable Fee

** Non Refundable if Used

Minimum Charges upon Enrollment \$ 7,995.00

MCTS SHAREPOINT SERVER APPLICATION DEVELOPMENT - **Program Objectives**

Course Overview

This program provides training on architecting and developing SharePoint applications and customizations. As you learn these skills, we'll also help you prepare for the Technology Specialist certification for Office SharePoint Server 2010 Developers. This is a "pure development" MCTS course; it contains no material for end users, operations or site administrators. This intensive 5-day Microsoft

MCTS training event runs 10 hours each day. This event includes customized courseware, catered lunch each day, and a test voucher for Technology Specialist exam. Maximum Student 24

Course Objectives

Impart knowledge and necessary skills needed by IT professionals who plan to develop applications using Microsoft SharePoint developer tools.

1. Prepares developers to effectively use Microsoft SharePoint 2010 for their application development needs.
2. Individuals will receive training to develop web parts, working with objects on the server, creating event receivers and application settings.
3. They will learn to develop solutions by using business connectivity services, client based APIs and workflows.
4. This course also covers developing interactive user interfaces, Silverlight applications, creating sandboxed solutions for SharePoint.
5. Understand and practice professional SharePoint development technology, protocol and methodologies.
6. Demonstrate proficiency in using related hardware, software and related tools.

The program/ course consist of premium quality curriculum, well delivered material supported by tutorials, advice, counseling and an overall support system which effectively manages the program. These instructor led courses consist of written assignments, case studies, group activities, hands-on learning with actual industry recognized hardware, software and related tools as needed for students to gain hands on experience in the labs.

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MCTS SHAREPOINT SERVER APPLICATION DEVELOPMENT TRAINING Day to Day Schedule

Day 1	Introduction to the SharePoint 2010 Development Platform Using SharePoint 2010 Developer Tools Developing SharePoint 2010 Web Parts
Day 2	Working with SharePoint Objects on the Server Creating Event Receivers and Application Settings Developing Solutions by Using Business Connectivity Services
Day 3	Developing SharePoint 2010 Workflows Working with Client-Based APIs for SharePoint 2010 Developing Interactive User Interfaces
Day 4	Developing Silverlight Applications for SharePoint

	Developing Sandboxed Solutions
	Working with SharePoint Server Profiles and Taxonomy APIs
Day 5	Developing Content Management Solutions Study and Test

MCTS SHAREPOINT SERVER APPLICATION DEVELOPMENT TEXTBOOK

Microsoft Official Courseware

Pricing

Registration Fee:	\$ 250.00*
Books and Testing:	\$ 355.50**
Student Tuition Recovery Fund:	\$ 7.50*
Tuition:	\$ 2,182.00
TOTAL:	\$ 2,795.00

* Non Refundable Fee

** Non Refundable if Used

Minimum Charges upon Enrollment \$ 2,795.00

ADMISSIONS POLICIES

GENERAL SCHOOL ADMISSION REQUIREMENTS

The school follows an open enrollment system. All applicants must be 18 years of age or older and have proof of high school diploma or equivalent. Any student under age 18 must have a parent or guardians approval. Once an applicant has completed and submitted the Enrollment Agreement, the school reviews the information and informs the applicant of its decision. If an applicant is not accepted, all fees paid to the school are refunded.

PROOF OF HS DIPLOMA OR GED

All students must show proof of their High School Diploma or equivalent in order to complete the enrollment process to the school and be officially approved to start the course. Students must provide proof in one of the following formats for admission:

- Copy of a US High School Diploma or transcript from a state approved or US Department of Education approved school
- Copy of a G.E.D. certificate
- Copy of homeschooling completion certificate
- Copy of an Associate's Degree obtained from a US Department of Education Accredited school
- Copy of a Bachelors Degree obtained from a US Department of Education Accredited school
- Masters Degree obtained from a US Department of Education Accredited school
- A foreign HS Transcript, Associates Degree transcript, Bachelors Degree transcript, Masters Degree transcript that has been evaluated* to be the equivalent of a US High School Diploma or higher.

Ability to Benefit

The EMT course will accept a passing score on a department of education approved ability to benefit test in lieu of a High School Diploma or equivalent.

PAYMENT METHODS & LOANS

Payment methods that are currently accepted are: cash, check, credit card, wire transfer or private loans.

If you obtain a loan to pay for an educational course you will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If you have received any Federal student financial aid funds, you are only entitled to a refund of the moneys not paid from the Federal student financial aid course funds. Please note that Unitek Education is not eligible for Federal Title IV financial aid.

STUDENT TUITION RECOVERY FUND

The state of California requires that any California resident student who pays for his or her tuition is required to pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF). A fee of \$2.50 per thousand rounded to nearest thousand for Institutional charges and is collected fully at the time of enrollment. The STRF fee is non refundable unless a student receives a 100% refund.

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational course, who is a California resident, or are enrolled in a residency course, and prepay all or part of your tuition either by cash, guaranteed student loans, personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government course or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency course, or
2. Your total charges are paid by a third party, such as an employer, government course or other payer, and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational courses who are California residents, or are enrolled in a residency course attending certain schools regulated by the Bureau for Private Postsecondary Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency course, prepaid tuition, paid STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan course as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or the Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove and collect on a judgment against the institution for a violation of the Act.

EVALAUTION OF CREDITS FROM PREVIOUS EDUCATION/TRAINING

Credit earned at another college may be evaluated for transfer to an eligible course at Unitek Education if a grade of "C" or better was earned. Veterans seeking to use GI Bill funds must submit all post secondary educational records for review prior to enrolling to determine if credit can be granted. Any student who needs to have their credit units assessed for transfer needs to notify their Account Manager at the time of enrollment and fill out the credit granting request form and provide official sealed transcripts and course descriptions at the time of application.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS

The transferability of credits you earn at Unitek Education is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in your course is also at the complete discretion of the institution to which you may seek to transfer. If the credits or degree, diploma or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Unitek Education to determine if your credits or degree, diploma, or certificate will transfer.

TRANSFER OR ARTICULATION AGREEMENTS

Unitek Education has not entered into any transfer or articulation agreements with any other educational facility, college or university.

CLOCK HOURS

Each clock hour of 60 minutes consists of 50 minutes of class time with a 10 minute break.

ADMINISTRATIVE POLICIES

GRADING

IT Courses

These courses may employ various grading parameters such as professional development (including attendance), class participation, and skills demonstration. The grading parameters for a particular course are evaluated daily on a pass/fail basis. Achieving a "Pass" grade for at least 60% of the scheduled days of a course is required to pass.

Grading Scale:

Cumulative Avg of Daily Scores	Grade
60% or higher	Pass
Under 60%	Fail

EMT Course

Graded items include ten (10) quizzes, one (1) midterm exam, one (1) final exam and a participation grade (which is based on attendance, adherence to student requirements and policies, attitude, homework completion and involvement in didactic, skills and clinical training).

<i>Graded Item</i>	<i>Possible Points</i>	<i>Contribution to Final Score</i>
Quizzes (20pts x 10)	200	30%
Midterm	150	25%
Final Exam	150	35%
Participation	100	10%
Total:	600	100%

A final overall average score of 80% (480 points out of a possible 600) is required to successfully pass the course.

Grading Scale:

Cumulative Avg of Graded Items	Grade
80% or higher	Pass
Under 80%	Fail

APPEAL PROCESS

Students have the right to appeal the final grade in writing to the Instructor or Program Director. Appeals are limited to situations in which the student believes the grade resulted from a calculation error, demonstrable bias, gross negligence, or misapplication of stated criteria.

SATISFACTORY ACADEMIC PROGRESS

All students are expected to maintain satisfactory academic progress (SAP) while enrolled at Unitek Education. SAP measures students' progress toward successful completion of their course of study, and requires the following items be met:

- ✓ EMT Course: maintain a cumulative average score of at least 75% (a *final* cumulative score of 80% is required to pass)
- ✓ IT Courses: maintain a cumulative average score of at least 60%
- ✓ Complete the course within 1.5 times the planned course length

SAP - IT Courses

Satisfactory Academic Progress (SAP) is measured at 3/4 of the course length, at which time students are expected to have a "Pass" grade for 60% of the scheduled days of class up to that point otherwise they will be placed on academic probation. If a student does not meet SAP requirements by the end of the probation period, the student's enrollment will be terminated.

SAP - EMT Course

Satisfactory Academic Progress (SAP) is measured daily, and students are required to maintain a cumulative average score of at least 75% up until the final exam, after which students must achieve an overall score of 80% to pass the course.

SAP – Completion Time (applies to all courses)

Students are expected to complete courses in 150% (rounded down) of the planned course length. If a student has been approved for a leave of absence (LOA) then the LOA time will not count against the 150% completion time. Students who have reached 50% of their planned course length must have successfully completed 60% of the total hours scheduled in the course up to that point, otherwise be placed on academic probation. Students who have reached 75% of their planned course length must have successfully completed 65% percent of the total hours scheduled in the course up to that point, otherwise be placed on academic probation. If a student does not meet SAP requirements by the end of the probation period, the student's enrollment will be terminated.

ACADEMIC PROBATION

A Course Director or other school official will have an advising meeting with each student placed on academic probation, during which the student will be notified of the probation and the length of the probation period. This is an opportunity to identify ways for the student to improve performance and meet SAP.

At the end of the probation period, the student will have another meeting with the Course Director or school official during which the student will be notified of his/her success in meeting SAP or his/her termination.

Students have the right to appeal a termination in writing to the Course Director or a school official. Appeals are limited to situations in which the student believes the termination resulted from a calculation error, demonstrable bias, gross negligence, or misapplication of stated criteria.

MAXIMUM COURSE COMPLETION TIME

Students are expected to complete their course within the defined maximum course completion time, which should not exceed 1.5 times the normal time frame. Unitek Education defines “normal time frame” as the planned length of the total course according to the Enrollment Agreement. Students not completing a course under the maximum allowable course length will be terminated. An approved Leave Of Absence will not count against the maximum course completion time.

COURSE RETAKES

Students may repeat a failed course only once. Note that certain course might not be available for immediate enrollment. Students may retake a course as long as it is being offered and there is an available seat.

ATTENDANCE POLICY

The following regulations pertain to attendance:

- ✓ Punctuality is defined as on-time arrival to class. All instances of tardiness are reported.
- ✓ Students are responsible for any lecture material and assignments covered while absent.
- ✓ Students not in attendance for at least 51% of class time in a day will be considered absent that day.
- ✓ If a student finds that he/she will be unavoidably absent, he/she should notify the school.

TARDINESS/EARLY DEPARTURE

Students who arrive more than 15 minutes after the start of class or leave more than 15 minutes before the end of class on more than 3 days in any one course will accrue one half day (0.5 day) of absence.

MAKE-UP WORK

Upon returning from an absence, a student must submit all homework and projects that were due at the time the absence began unless special arrangements were made with the Instructor. Depending on the class, students may not be allowed to make up quizzes or exams administered during an absence. Instructors may assign additional outside work to be completed for each absence.

LEAVE OF ABSENCE POLICY

The institution permits students to request a leave of absence (LOA) in writing for legitimate circumstances requiring the interruption of education for no more than 180 days. Courses of 40 hours or less will not be granted a leave of absence. Requests for LOA are reviewed by Course Directors and/or other school officials. Students may be granted an LOA only if the courses required for the continuation of their studies are scheduled on their return date. A student who fails to return from an LOA on or before the date indicated in the written request will be terminated from the course, and the institution will invoke the Cancellation/Refund Policy. Unitek Education will allow for all US Military active and reserve duty members (serving all branches) to be placed on LOA status for acts of war and/or civil defense. Students must provide official state and or government documentation. If a student needs to be placed on LOA status for Jury Duty, if necessary, Unitek Education will provide students with an official school letter. Nonetheless, the student will need to show proof of Jurors Subpoena.

ACADEMIC APPEALS & GRIEVANCE POLICY & PROCEDURE

Policy

Unitek Education upholds the fundamental values of learning: honesty, respect, fairness, and accountability. It is the policy of Unitek Education to attempt to address and resolve all academic appeals and grievances students may have.

Procedure

Any appeals or grievances must be initiated by contacting the instructor or staff member with whom the grievance arose, as soon as the discrepancy has been identified. An effort to resolve the matter informally should be made. If student is not satisfied with the decision, the student may appeal in writing to the Course Director or other school official, who will then investigate the appeal or grievance and review all documents that relate or may

potentially relate to the appeal or grievance. The original decision will stand if after review of the information it is determined that the appeal was unfounded.

If the student is not satisfied with the resolution, the student may contact the person in charge of student grievances at the following number:

Ms. Shiva J. Afshar: 510-249-1060

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll free or by completing a complaint form, which can be obtained on the bureau's Internet Web site www.bppe.ca.gov.

QUESTIONS:

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov or toll free at (888) 970-7589 or by fax (916) 263-1897.

STUDENT RECORD & TRANSCRIPTS RETRIEVAL

Unitek Education will maintain a copy of the student record for a minimum period of five years. A Transcript for each student that shows the student's name, address, course(s), hours, grades, and completion date will be maintained. Additional transcripts can be ordered for a fee by students as needed.

ADMINISTRATIVE WITHDRAWAL, DISMISSAL AND SUSPENSION:

A student can be administratively withdrawn from a course for the following reasons:

- Failure to comply with school policies, rules and regulations
- Absences or tardiness that exceeds the days allowed in the attendance policy
- Dishonesty including, but not limited to theft, cheating on tests or any misrepresentation on documents
- Possession or abuse of alcoholic beverages, narcotics, or any degree of intoxication on the premises of the campus, or conviction of a misdemeanor involving either participation in, or being present at gambling activities on campus
- Nonpayment of tuition and fees
- Behavior that jeopardizes or potentially jeopardizes anyone's health or safety
- If their academic performance is below the standards set by Unitek Education and indicate that the student cannot successfully complete the course
- Automatic termination from the course will result from three (3) consecutive scheduled class days of absence.
- A student who does not return as scheduled from a leave of absence will be terminated from Unitek Education.

REINSTATEMENT POLICY

Students who have been terminated or who have voluntarily withdrawn may apply for reinstatement. Students who withdrew or were dismissed from a course for unsatisfactory performance are permitted only one opportunity for re-admission. Re-Entry must be no later than 3 months; otherwise student must start at the beginning of the course. Any other Re-Admission is based on availability of space and recommendation of the faculty.

CANCELLATION AND REFUND POLICY

STUDENT'S RIGHT TO CANCEL

1. All monies paid by an applicant must be refunded if requested within three days after signing an enrollment agreement and making an initial payment.
2. Students have the right to cancel a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, less

the \$250 registration fee. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance.

3. Cancellation may occur when the student provides a written notice of cancellation at the following address: 4670 Auto Mall Parkway, Fremont, CA 94538. This can be done by mail or by hand delivery.
4. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
5. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
6. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or administration fee not to exceed \$250.00, and less any deduction for equipment, books, and supplies not returned in good condition, within 45 days after the notice of cancellation is received.

WITHDRAWAL FROM THE PROGRAM

You may withdraw from the school at any time after the cancellation period (described above) and receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$250.00, and less any deduction for equipment not returned in good condition, within 45 days of withdrawal. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.

For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
- The student has failed to attend class for fourteen consecutive scheduled class days.
- Failure to return from a leave of absence.

For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, minus non-refundable fees, divided by the number of days in the program), multiplied by the number of days scheduled to attend, prior to withdrawal. For the purpose of determining when the refund must be paid, the student shall be deemed to have withdrawn at the end of fourteen consecutive scheduled class days.

If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student.

VA FUNDED CANCELLATION AND REFUND POLICY

This policy is only applicable to students funded all or in part by the Department of Veterans Affairs under the Chapter 31 or 33, Post 9/11 GI Bill, and/or Montgomery GI Bill educational funds. Hereinafter a student which is applicable to this particular policy shall be referred to as "veteran".

A full refund of all tuition and/or fees paid shall be returned to the Veterans Administration first and then the veteran, if the veteran's enrollment is cancelled within three calendar days of signing their enrollment agreement.

Should the veteran cancel their enrollment beyond three calendar days of signing their enrollment agreement yet within seven days of signing their enrollment agreement or the first class session, whichever is later, the veteran shall receive a full refund minus any and all books and/or supplies received by the veteran but not returned to the school in a like new and unused condition and minus no more than \$10.00 of the registration fee of the veteran.

Should the veteran cancel their enrollment beyond any of the aforementioned cancellation periods, then per the regulations of US Code Title 38:

This school has and maintains a policy for the refund of the unused portion of tuition, fees and other charges in the event the veteran or eligible person fails to enter the course or withdraws or is discontinued there from at any time prior to completion and provides that the amount charged to the veteran or eligible person for tuition, fees and other charges for a portion of the course does not exceed the approximate pro rata portion of the total charges for tuition, fees, and other charges that the length of the completed portion of the course should bear to its total length.

Therefore, the eligible charge amount for the proration calculation for the amount owed Unitek Education shall be the total charged for the program minus the non-refundable fees for books and supplies, as identified on the enrollment agreement and the program descriptions contained in this catalog; however, the non-refundable portion of the registration fee shall not exceed \$10.00. The proration amount earned by Unitek Education is the percentage, as the number of days of training attended by the veteran divided by the total number of days of training in the program, multiplied by the eligible charge amount. Any remainder of the eligible charge amount that was paid to Unitek Education shall be returned to funding source which paid on behalf of the veteran.

LIKENESS, IMAGE & VOICE AUTHORIZATION

Student understands, as a student of Unitek Education, ("Unitek"), their name, likeness (photo), and or comments may be used by Unitek for commercial use including training documents and or videos and various advertising media after a student completes their course. Unitek has the right to use and distribute these productions at its sole discretion. Students do not receive any compensation for Unitek's use and distribution of any advertising documents, training videos and or audio recordings containing the student's likeness, image, or voice, such as any royalties, license fees, or otherwise. All Unitek training documents and various advertising media, in which a student appears, are copyrighted by Unitek. Students have no intellectual property rights over these productions, including any copyright, trademark, or any other ownership or proprietary rights. Unitek Education has the right to use and distribute these productions at its sole discretion.

COPYRIGHT POLICY

Unitek Education recognizes the Copyright Act of 1976, which grants authors, publishers, and creators control over the copying, distribution, and performance of their original works. The School desires students and faculty to have access to materials and software, but does not condone policies or practices that constitute an infringement of Federal copyright law. Transmitting or downloading material that you do not have the right to possess or distribute and that infringes any patent, trademark, trade secret, copyright or other proprietary rights of any party is prohibited.

Unitek Education prohibits violations of copyright, license restrictions, and authorial integrity. Distributing or receiving materials protected by copyright without permission of the copyright owner may be a violation of federal or state law and/or School policy. Violations may be grounds for sanctions or termination and may be subject to civil or criminal penalties. Civil remedies can include an award of monetary damages, including substantial statutory damages per work infringed, or actual damages, and of equipment used to produce the copies.

It is the responsibility of those reproducing materials to make sure the reproduction is consistent with US Copyright law. Unitek Education reserves the right to suspend or terminate network access to any campus user that violates this policy and Network access may be suspended if any use is impacting the operations of the network. Violations may be reported to appropriate authorities for criminal or civil prosecution.

Summary of Civil and criminal penalties for violation of federal copyright laws

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement. Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or “statutory” damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For “willful” infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys’ fees. For details, see Title 17, United States Code, Sections 504, 505. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense. For more information, please see the website of the U.S. Copyright Office at www.copyright.gov.

STUDENT SERVICES

ENGLISH AS A SECOND LANGUAGE

Unitek Education does not provide English as a second language of instruction. All courses will be offered in English.

TUTORING

A student can request tutoring assistance at any time from their instructor.

DORMITORY & HOUSING

Unitek Education does not have any Dormitory facilities under its control. In Fremont rooms can be rented for approximately \$600 per month with one bedroom apartments renting for approximately \$1,100. Students taking short term courses who would like to travel to Fremont should ask for information on special rates that have been negotiated with a local hotel for our students. Unitek Education takes no responsibility for assuring a student secures a place to stay while in training on campus.

SCHOOL HOURS

The schools normal business hours are 8am to 5pm. Class schedules vary and are identified in each program description.

SCHOOL CALENDAR

Each course has its own set start and end dates. Please see each programs individual description for the program days and length. Ask an Account Manager for information regarding upcoming course start dates.

HOLIDAY/VACATION SCHEDULE

Holidays 2012	
Martin Luther King Jr. Day	1/16/2012
President's Day	2/20/2012
Memorial Day	5/28/2012
Independence Day	7/4/2012
Labor Day	9/3/2012
Thanksgiving	11/22/2012 - 11/23/2012
Christmas	12/24/2012 - 12/25/2012

OTHER SERVICES

Unitek Education does not guarantee employment for students after completing a course at the school.

FINANCIAL ASSISTANCE

All Unitek Education applicants can schedule an appointment with their Account Manager to receive an application, or fill out the application form prior to their enrollment so that eligibility for financial assistance may be determined. This practice enables applicants to evaluate their options for tuition financing.

You can finance your Education through Training Loan Programs through SLM Financial Corporation or credit card, pay in full or via installments. Federal financial aid (e.g. Title IV) and grants are not available.

COURSE COMPLETION

To be eligible for completion, students must:

- Complete courses with a passing grade within the required timeframe
- Have no outstanding financial obligations to Unitek Education

STUDENT CONDUCT CODE

Each student is honor bound to report to school officials the possession, use, sale or other distribution of weapons, alcoholic beverages, or controlled substances by such student or another student on Unitek Education campus, except as allowed under a valid prescription. Violation of the Honor Code is grounds for dismissal. All reports shall be submitted in writing, signed and dated by the student. Submission of a false report shall be grounds for dismissal.

There is a generally accepted definition of professional student conduct: behavior that reflects favorably on the student, Unitek Education, and the profession for which the student is training. Examples of unprofessional conduct include, but are not limited to:

- Verbal and physical altercations
- Lying, cheating, plagiarism
- Sexual harassment
- Vulgar and offensive language or actions
- Threats of violence
- Possession of weapons, illegal drugs, or being under the influence of alcohol or illegal drugs
- Any action that violates state or federal law or is a violation of policy in an extern or clinical facility.

All students must conform to federal, state, and local laws. They must respect the rights of others and conduct themselves in a manner conducive to the educational purposes of Unitek Education. Certain activities are not considered appropriate to a campus, and are prohibited by the administration of Unitek Education. No smoking or eating is permitted in classrooms, halls or labs. Drinking or being in possession of weapons, or being under the influence of alcoholic beverages or controlled substances on Unitek Education campuses is prohibited. A student may be suspended from training to allow Unitek Education to conduct an investigation, or to cooperate in the investigation conducted by law enforcement or other agencies if unprofessional or illegal behavior is suspected.

Unitek Education will be the sole judge of the quality of evidence revealed during the investigation, and the sole judge of what constitutes unprofessional conduct. A student who is determined by Unitek Education to have violated the standards of professional conduct will be terminated.

SCHOOL DRESS CODE

Students are expected to dress in a neat, clean, and professional manner every day. Violation of the dress code may result in a grade reduction, probation, or withdrawal from school. Students are considered to be on campus while on school property, including parking and social areas.

EMT Course Dress Code

Students will be issued Unitek polo shirt(s) on the first day of class and will be required to wear these shirts in the classroom and skills lab setting. Students should reserve a new polo shirt specifically for the clinical rotation day.

Pants need to be black or dark blue EMS style cargo pants, BDU style pants, or Dickey's style work pants. EMS style cargo pants will be required for the clinical setting. A black EMS or Tactical belt is highly advised.

Footwear consisting of black mid ankle boots with a black sole is required. Steel toed boots are recommended. Sandals, flip-flops, high heel footwear or tennis shoes are not acceptable. Students will also need a watch with a second hand to take vital signs.

Failure to comply with the Dress Code may result in being dismissed from class with the student being marked absent for the day.

WEATHER EMERGENCIES

The school reserves the right to close during weather emergencies or other "acts of God." Under these conditions, students will not be considered absent. Instructors will cover any missed material to ensure completion of the entire course.

CLOTHING AND PERSONAL PROPERTY

All personal property is the sole responsibility of the student, and the school does not assume liability for any loss or damage. Clothing and other small items should be marked clearly with the student's name and address. Vehicles should always be locked to avoid theft.

DISABLED STUDENTS

Students with disabilities must meet course objectives without major or unreasonable accommodation to the school or practicum setting. An applicant would be considered ineligible to participate when his/her physical, emotional and or intellectual disability prohibits the student from achieving the knowledge and or manipulative skills required and/or creates a potential hazard to students or staff. Disabled students should make arrangements to meet with the school director prior to the start of class to review facilities and required accommodations (including a description of any special accommodations offered to facilitate enrollment and training).

It is strongly recommended that EMT students read and understand the NREMT Disability Accommodations Policy and take appropriate actions as needed. http://www.nremt.org/about/policy_accommodations.asp

GENERAL STANDARDS

Safety from accidents is the responsibility of everyone. We strive for a safe environment for students, employees and visitors to the campus and encourage you to comply with all safety standards:

- Smoking is restricted to the designated outside areas;
- Food, drink and their containers are restricted to the designated break areas;
- Lab equipment is used only with instructor knowledge and supervision; and
- Parking is limited to designated areas, with the expectation that students will follow the rules of safe, courteous driving.

If you are injured, are aware of injury to another student, or are aware of a safety hazard on campus, this information should be reported to your instructor immediately.

SUBSTANCE ABUSE

Unitek Education maintains policies and standards regarding substance abuse as a way to prevent, identify and respond to their impact on your education; to reduce absenteeism and tardiness; to improve productivity; to reduce the occurrence of accident or injury and to maintain compliance with the Drug Free Schools and Communities Act of 1989. Students who violate the standards in this handbook are subject to immediate termination from their course.

BREAK TIME

Unitek Education encourages students to take designated breaks during the course schedule. Instructors will implement and supervise all break periods during classroom training hours. During break time, students need to abide by both California State and Unitek Education Rules and Regulations, which include, but are not limited to the following requirements:

- No smoking in private, public and or government buildings, to include, but not limited to restrooms, stairways, entrance ways or hallways.
- Smoking is permitted only in outside designated smoking areas.
- Students are allowed to receive and use cell phones only during break time. During class time, cell phones, iPods, MP3 Players and pagers must be turned off.
- Students must return to class promptly after break.
- Students are not permitted to return with food or drinks. Students are not permitted to take breaks in stairway, hallways, offices and/or classrooms.
- Students are not permitted to have visitors without prior approval by managing staff and/or instructor.

Failure to comply with these rules and regulation may result in disciplinary actions.

CRIME ON CAMPUS

In the event that you are a victim of crime on campus, it should be reported immediately to the Program Director or Program Manager.

In the event that a student is accused or suspected of committing a crime on campus, Unitek Education will cooperate in full with the appropriate law enforcement agency and will impose the appropriate sanction, up to and including termination, in the event that the student is determined to have violated the standards of professional conduct as established by Unitek Education.

PROFESSIONAL LIABILITY

Unitek Education provides professional liability insurance for each EMT student during periods of clinical training. The student assumes these responsibilities:

- Perform all skills as trained;
- Perform only those skills for which the student received training; and
- Perform skills only under the direction of the appropriate extern or clinical supervisor.

HEALTH STATUS NOTIFICATION

Students are responsible for notifying their Instructor of any medical condition that may affect their ability to participate in class.

DESCRIPTION OF FACULTY

- Joshua G. – EMT-1 Program Director. Joshua. has 15 years of Public Safety experience working for Police, Fire and EMS. He has 13 years teaching in all aspects of Public Safety specializing in terrorism and EMS. Furthermore Joshua is frequently selected due to his expertise to teach specialized tactical classes in the area of EMS and has received certifications in P.O.S.T Training, State Fire Marshall courses and Hazardous Materials Programs. He is also a life member of many medical and counter-terrorism associations.
- Eric O. has many years of experience in EMS public safety and human services. As a NAEMSE certified instructor, an authority on rural EMS systems as well as an AHA BLS instructor, Eric has pioneered continuing education classes bringing compassion in matters such Autism awareness for public safety providers and Progressive vs. Reactive application of service courses. Eric's experience in rural and remote EMS systems

brings a unique provider background for those obtaining EMS education and looking to work in various environments.

- Ron J, has instructed students in software courses ranging from Microsoft Server and Desktop courses to various Windows operating systems and platforms over the course of his nine years with Unitek Education. In addition to his prior history with the company-working for nearly a decade with students of all ranges and abilities. Ron also boasts 15 years as a Microsoft Certified Trainer and more than 20 years of technical training in all, with past employment in the IT consulting, delivery, and training industries. As an instructor, Ron holds an extensive amount of certifications pertaining to the configuration of Windows Server, Windows Vista, Enterprise, and a number of other platforms.
- Deepika A has 14 years of experience in the information technology industry and student instruction, with four of those years spent as an instructor with Unitek Education. Versed in Microsoft Exchange Server and Microsoft SQL Server technology in MCSE, MCTS, and MCITP editions, she is also proficient in teaching MCITP Microsoft Server 2008 Administration and Enterprise Administration. Deepika holds various certifications directly related to her work as an instructor. These include MCSE, MCTS, and MCITP certifications, among others. Prior to her arrival at Unitek Education, Deepika earned a Most Valuable Professional award.
- Aaron B. or "Mr. B" (as he is very affectionately known to all of the students and faculty) has over 10 years of teaching experience with computer technology. He has taught both Macintosh and Windows operating systems. He started as a Computer Graphics Instructor, but due to his extensive background, he began teaching Computer Information Systems and Computer Networking Technology. Mr. B has also taught for NORAD, Northrop and NASA.

POLICY AND COURSE CHANGES

Unitek Education reserves the right to make changes in organizational structure, catalog, policy and procedures as circumstances dictate. Unitek Education reserves the right to make changes in equipment and materials and modify curriculum as approved by regulatory agencies. When size and curriculum permit, classes may be combined to provide meaningful instruction and training and contribute to the level of interaction among students.

As a self sponsored prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you

prior to signing an enrollment agreement. The policies and procedures in the catalog apply to all students whose tuition is sponsored by themselves or any government organization other than their employer.

Policy for Catalog Updates

Unitek Education updates the catalog once per year. The catalog is reviewed by the school for any updates or changes prior to publishing. Unitek Education reserves the right to change the content and terms and conditions in this catalog at any time without prior notice. A current version of the catalog can be found on the school's website.

All information in the content of this school catalog is current and correct and is so certified as true by

A handwritten signature in black ink, appearing to read "Shiva J. Afshar". The signature is fluid and cursive, with a long horizontal stroke at the end.

(Shiva J. Afshar)
School President

