**GENERAL ASSEMBLY**

# CATALOG
## United States Campuses

January 1, 2018 – December 24, 2018

# CONTENTS

# OUR STORY

Over the past two decades, the technology enabling the creation of online products has become cheaper and more effective, democratizing entrepreneurship whle reshaping the job market. At the same time, design has come to play an increasingly important role in the creation of intuitive and differentiated user experiences.
Business strategies and tactics have shifted to respond to an increasingly technological landscape.

Traditional educational institutions often do not offer the training necessary to enter this new workforce immediately, so the abundance of jobs in technology, design, and business can go unfilled. For students who do choose to pursue learning these skills on their own, the process can be a daunting, confusing, and lonely journey.

Established in early 2011, what began as a co-working space has since grown into a global learning experience with campuses in 20 cities and over 35,000 graduates worldwide.

# MISSION / OBJECTIVES

Our vision is a global community of individuals empowered to pursue work they love. Our mission is to build that community by transforming millions of thinkers into creators by:

»    Delivering best in class, practical education in technology, business, and design;

»    Providing access to opportunities that build skills, confidence, and freedom in one's career;

»    Building a global network of entrepreneurs, practitioners, and participants invested in each others success.

# GOVERNANCE

General Assembly is governed by a Board of Directors.
The Board of Directors has approved each course offered in each of General Assembly's locations. A list of owners and Board members is attached as Appendix A.

# APPROVALS

General Assembly is a private institution licensed by the New York State Education Department, Office of Adult Career and Continuing Education Services, Bureau of Proprietary School Supervision, the Massachusetts Office of Private Occupational School Education, the Texas Workforce Commission, the District of Columbia Higher Education Licensure Commission, the Georgia Nonpublic Postsecondary Education Commission,
the Washington Workforce Training and Education Coordinating Board, approved by the Division of Private Business and Vocational Schools for the Illinois Board of Higher Education, approved to operate by the California Bureau for Private Postsecondary Education, and approved and regulated by the Colorado Department of Higher Education, Private Occupational School Board.

General Assembly is a private institution approved to operate by the California Bureau for Private Postsecondary Education. Approval to operate means we are compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of California Code of Regulations. Additional disclosures required by the California Bureau for Private Postsecondary Education are attached as Appendix D.

Additional disclosures required by the Washington Workforce Training and Education Coordinating Board are attached as Appendix G.

General Assembly is not accredited and does not participate in federal or state financial aid programs except for the following: Selected programs of study at General Assembly are approved by the District of Columbia State Approving Agency for the enrollment of those eligible to receive benefits under Title 38 and Title 10, USC.

## FACILITY AND EQUIPMENT

All classes are taught at the campus locations identified in Appendix B.

General Assembly's facilities meet ADA accessibility standards. All Campuses are equipped with dedicated classrooms, student lounge space, private conference rooms for group work and 1:1 meetings with instructional staff, on-floor rest rooms, daytime storage for student belongings, and a full kitchen for Immersive student use. GA does not currently provide equipment for student use or loan. A laptop with an up-to-date operating system and wireless Internet capability is required for all of our courses as further described in our Admissions Policy.

Equipment at each campus includes: Desks, chairs, tables, projectors, projector screens, iMac 24" monitors, Macbook Airs, video camera, TVs, audio equipment, whiteboards, HDMI cables, DVI <> HDMI adapters, and couches.

## HOLIDAYS

General Assembly is closed on the following federal holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

Instructors may choose to reschedule class on the following dates with advance notice to students: Martin Luther King Day, Presidents Day, Columbus Day, Veterans Day, Day after Thanksgiving, Day after Christmas Day. Opportunities to make up any material missed will be provided.

## HOURS

### CLASS HOURS*

Monday – Friday            8:00 am – 10:00
pm Saturday – Sunday       9:00 am – 5:00 pm

*Hours may vary by location.

### ADMINISTRATION HOURS

Monday – Friday 9:00 am – 6:00 pm

### ENROLLMENT PERIOD

Courses are offered on a rolling basis and enrollment is open. For all courses, the admissions deadline is 24 hours before the first meeting of the course. The only exception is in the case of re-enrollment. If an admitted student requests to enroll in a different session before class starts, approval may be granted pending availability.

# COURSES OFFERED

There are two categories of courses offered at GA: full-time immersive courses and part-time courses. GA's full- time immersive courses are designed to prepare students for a new career in their field of study. Part-time courses are designed to help students level up on a skillset and create an initial portfolio of work in their field of study. The part-time courses are not geared for career transitioning and may be designated as "avocational." In some states, avocational, or non-occupational, courses are not intended to provide instruction that will result in the student's ac- quisition of occupational skills for a particular job. General Assembly's courses are not designed to lead to positions in a profession requiring state licensure.

General Assembly offers the following courses. Course availability at each location may vary. The maximum class size is 25 students and the average student–teacher ratio is 8:1 for our on-campus courses. Online courses extend to 30. All on-campus courses are taught in a classroom.

HTML, CSS & Web Design Circuit, Data Analysis Circuit, Digital Marketing Circuit, JavaScript Circuit and User Experience Design Circuit are taught online in an asynchronous format and all projects are submitted and evaluated electronically. HTML, CSS & Web Design Circuit, JavaScript Circuit and Data Analysis Circuit are taught over a period of ten weeks. User Experience Design Circuit is taught over a period of six weeks. Digital Marketing Circuit is taught over a period of five weeks. Students receive all lessons and materials on the first day of class.
Certificates of Completion are issued within 7 days of the end of the course.

| Courses Offered | Course Length (Instructional Hours) | Course offered in the following formats | |
|---|---|---|---|
| | | Part-time | Full-time |
| Data Science Immersive | 480 hours / 12 weeks | | x |
| Web Development Immersive | 480 hours / 12 weeks or 24 weeks | x | x |
| Web Development Immersive Remote (Online) | 420 hours / 12 weeks or 24 weeks | x | x |
| User Experience Design Immersive | 400 hours / 10 weeks | | x |
| Cybersecurity for Developers* | 40 hours / 1 or 10 weeks | x | |
| Data Analytics* | 40 hours / 1 or 10 weeks | x | |
| Data Analytics Circuit (Online) | 30 hours / 5 weeks | | |
| Data Science* | 60 hours / 10 weeks | x | |
| Digital Marketing* | 40 hours / 1 or 10 weeks | x | |
| Digital Marketing Circuit (Online) | 30 hours / 5 weeks | | |
| Front-End Web Development* | 60 hours / 10 weeks | x | |
| HTML, CSS & Web Design Circuit (Online) | 60 hours / 10 weeks | x | |
| JavaScript Circuit (Online) | 80 hours / 10 weeks | x | |
| JavaScript Development* | 60 hours / 10 weeks | x | |
| Product Management* | 40 hours /1 or 10 weeks | x | |
| Python Programming* | 40 hours /1 or 10 weeks | x | |
| React Development* | 40 hours / 1 or 10 weeks | x | |
| User Experience Design* | 40 hours / 1 or 10 weeks | x | |
| User Experience Design Circuit (Online) | 48 hours/ 1 or 6 weeks | | |
| Visual Design* | 32 hours / 1 or 8 weeks | x | |

*Offered both on campus and online.*

# Admission Policy and Procedure

## Entrance Requirements and Enrollment Dates

Admission into any General Assembly course, except for those offered in Georgia, requires that the student have a high school diploma or equivalent (General Education Diploma — GED) or a diploma from an institution of higher education accredited by an accrediting association recognized by the U.S. Department of Education. Admission into any General Assembly course in Georgia requires that the student be 18 years or older. General Assembly does not admit ability-to-benefit students.

## International Students and English Language Services

General Assembly does not offer visa services to prospective students from other countries or English language services. General Assembly also does not vouch for student status or any associated charges. General Assembly does not offer English as a Second Language instruction. All instruction occurs in English. English language proficiency is documented by:

1. The Admissions interview.
2. Receipt of prior education documentation, as stated in the Admissions Policy.
3. Receipt of Test of English as a Foreign Language (TOEFL) examination score of an 80 or higher for the Internet-based test and 550 or higher for the paper-based test.

## Course-Specific Admissions Requirements

Admissions decisions are also based on the following:

| Course | Course-Specific Admissions Requirements |
|---|---|
| Cybersecurity for Developers | • JavaScript programming experience.<br>• Some experience with SQL and building web applications. |
| Data Science | • Basic statistics experience.<br>• Familiarity with programming fundamentals and Python programming language |
| Data Science Immersive | • Strong mathematical foundation, basic familiarity with programming concepts.<br>• Diagnostic assessment. |
| Front-End Web Development | • Basic computer skills. |
| JavaScript Development | • Basic computer skills.<br>• Exposure to HTML, CSS, and JavaScript. |
| React Development | • Familiarity with HTML and the Document Object Model (DOM).<br>• Working JavaScript ability with basic programming concepts, especially functions, objects, arrays, and classes. |
| Web Development Immersive andWeb Development Immersive Remote | • Basic HTML, CSS, and JavaScript Experience.<br>• Diagnostic Assessment. |
| User Experience Design Immersive | • Diagnostic assessment. |

## Required Equipment

All General Assembly students are required to have access to a laptop to bring to each class session. For most courses, Mac laptops are preferred but not required, as instructors will be using Mac laptops and may not be able to provide as much support with certain technical issues to students using PCs.

For our Web Development Immersive and Web Development Immersive Remote courses, all students are required to use Mac laptops. Web Development Immersive Remote students are also required to have an external monitor in addition to their laptop.

To run all of the programs necessary for these courses, we require SEI students to be able to run Mac OS X 10.8 Mountain Lion. Mac is built on a UNIX kernel, which means that it shares many similarities with Linux. We will allow the use of Linux only if students have previous experience with it and they are able to provide their own IT support. We do not support the use of Windows laptops, as Windows does not run in a UNIX environment.

There is no one "ideal" developer environment, and many skilled developers have different opinions on whether Windows, Mac OS, or Linux is more efficient. However, because of the difference between these environments, it's important for us to maintain a consistent level of support in the classroom. Our experience shows that, when students use differing environments, the overall pace of the course is affected.

## Distance Education Courses

### Access to Content & Evaluation Time

General Assembly offers distance education where instruction is offered in real time. General Assembly shall transmit the first lesson and any materials to any student on the first day of class. There will be approximately five (5) working days that will elapse between the school's receipt of student lessons, and projects and the school's mailing of its response or evaluation back to the student.

For students in Remote courses, the following system and technical requirements apply:

### Internet

High-speed internet at a recommended speed of 50 megabits per second (Mbps) upload and download. If the student will be the only one using the internet, 25 Mbps upload and download will be acceptable. A wired Ethernet connection is highly recommended, as momentary gaps in WiFi connection can cause video to skip or pause.

### Computer

- Both Macs and PCs are acceptable.
- 2 GHz processor speed and 4 GB RAM are required (8 GB RAM is strongly recommended).

### Additional Hardware

- An external monitor is strongly recommended.
- All necessary cables to connect computer with additional external monitor (normally HDMI cable and adapter, if necessary) are required.

### Dedicated Workspace

Students need a dedicated, quiet workspace (i.e., a desk and chair where you can sit for the whole class), preferably in a private room away from roommates, family members, etc.

For students in Remote courses, the following support services apply:

**Class Archiving**

Each session of a Remote course will be archived. Instructor presentations and all the subsequent comments and feedback will be saved so that students can go back and revisit past lessons. Instructors will also be hashtagging concepts throughout the class so a student can use the search functionality to revisit specific content. To supplement the lesson history, we will also be recording the session's audio. At the end of each lesson, students will be provided with a link to the recording.

**Information Exchange, Privacy, and Safety**

All information students provide to General Assembly is stored on secure servers. All information provided or transactions conducted will be encrypted using SSL technology.

**Troubleshooting**

General Assembly staff are online and available throughout the day and commit to responding to queries from students, instructors, and staff. For Remote students, all class sessions are recorded and can be viewed later if anything was missed as a result of a faulty internet connection.

## Admissions Procedure

Our Admissions process comprises five steps and is designed to elicit the core traits we've seen help students succeed in and after the program:

### Step 1
After you submit an application, we review it and...

### Step 2
Move select applicants forward to a phone interview. During this interview, we'll learn more about your background, and you'll have the chance to ask questions. If the phone interview is successful, we'll move you on to…

### Step 3
A diagnostic assessment and/or pre-admit work (if applicable to your chosen course), and...

### Step 4
Set a date to interview with alumni or instructors (if applicable to your chosen course). During this interview, we may ask you brain teasers/logic questions, discuss the diagnostic assessment you completed, have you describe/demonstrate skills covered in pre-admit work, or submit a readiness assessment.

### Step 5
Once you have completed all requisite steps in this process, you will receive confirmation of your admission from your Admissions representative. Each prospective student must provide documentation of prior education as outlined in the Admissions Policy for their course of interest and, as applicable, documentation of the following experience:

| Course | Course Specific Admissions Requirements |
|---|---|
| Cybersecurity for Developers | • JavaScript programming experience.<br>• Some experience with SQL and building web applications. |
| Data Science | • Basic statistics experience.<br>• Familiarity with programming fundamentals and Python programming language |
| Data Science Immersive | • Strong mathematical foundation, basic familiarity with programming concepts.<br>• Diagnostic assessment. |
| Front-End Web Development | • Basic computer skills. |
| JavaScript Development | • Basic computer skills.<br>• Exposure to HTML, CSS, and JavaScript. |
| React Development | • Familiarity with HTML and the Document Object Model (DOM).<br>• Working JavaScript ability with basic programming concepts, especially functions, objects, arrays, and classes. |
| Web Development Immersive and Web Development Immersive Remote | • Basic HTML, CSS, and JavaScript Experience.<br>• Diagnostic assessment. |
| User Experience Design Immersive | • Diagnostic assessment. |

**Step 6**

Once -- Upon acceptance, your admissions representative will give you a copy of the catalog to review. In order to enroll, you must sign an Enrollment Agreement. A copy of the completed enrollment agreement and a copy of the school catalog will be given to the student upon enrollment.

General Assembly does not and will not provide any commission, bonus, or other incentive payment based directly or indirectly on success in securing enrollment or financial aid to any persons or entities engaged in any student recruiting or Admissions activities or in making decisions regarding the award of student financial assistance.

## Pre-Work Requirements

Pre-course assignments are required for the following programs:

- Data Analytics
- Digital Marketing
- Data Science
- Data Science Immersive
- Front-End Web Development
- JavaScript Development
- Product Management
- Python Programming
- React Development
- Web Development Immersive
- Web Development Immersive Remote
- User Experience Design
- User Experience Design Immersive

Pre-work is up to 80 hours of preparatory assignments we give to students after they've been accepted and enroll in the program. It is designed to introduce you to many of the topics you'll touch upon during the course. Completion is mandatory and ensures a baseline level of knowledge among students in a cohort. Mastery of each subject is not expected, but we hope you are excited by what you uncover and inspired dig further.

If a student is unable to complete the pre-work prior to the first day of the course and seeks to cancel their enrollment, they should refer to the Cancellation Policy.

## Admissions Deadline

For all courses, the Admissions deadline is 24 hours prior to the first class meeting. The only exception is in the case of reenrollment. If an admitted student requests to enroll in a different session before the course begins, approval may be granted pending availability.

## Foreign Transcript Evaluation

All foreign transcripts and degrees must be evaluated and translated to meet U.S. equivalency.

## Admission Denials

Applicants seeking admission to General Assembly are required to submit accurate and complete information requested during the admissions process. Applicants who fail to do so shall be denied admission.

Any applicant or student found to have falsified information on an admissions document or to have given false information relating to admissions to General Assembly will be denied admission or expelled if already in attendance.

General Assembly reserves the right to deny admission or readmission to any applicant or student who is disruptive to the educational environment. If an applicant or student violates General Assembly's code of conduct, including but not limited to engaging in threatening, abusive, or dangerous behavior towards any staff member, student, or other member of the General Assembly community, such applicant or student may be prohibited from enrollment in another course and may be subject to other discipline.

In the event a student is denied admission or expelled due to violation of code of conduct, General Assembly will notify the student in writing of the prohibited act and the penalty.

## Other College or University Transfer Agreements

General Assembly has not entered into transfer or articulation agreements with any other college or university. General Assembly does not guarantee the transferability of its credits to any other institution unless there is a written agreement with that institution.

## VA 85/15 Rule

General Assembly will limit student enrollment to 85% veteran enrollment per cohort. In the event that a veteran wishes to enroll in a course that has already reached the 85% cap, they may do so but will not be eligible for VA funding. Chapter 35 and 31 students may still enroll if the 85% cap has been realized.

# Transfer of Previous Credit and Prior Credit Policy

General Assembly courses are not credit-bearing. General Assembly does not accept hours or credit from other institutions through transfer of credit, challenge examinations, achievement tests, or experiential learning.

# ACADEMIC POLICIES

## HOMEWORK

Students in some courses may be required to spend up to 20 hours outside of class per week working on homework/projects.

## HOURS

Course length is measured in clock hours. One hour of instructional time is defined as a sixty-minute period.

## STANDARDS OF PROGRESS

General Assembly measures student progress through frequent homework assignments and in-depth projects. Students are graded on a pass/fail basis. To receive a passing grade, students must:

1.  Receive a passing grade on 80% of all homework assignments. Homework is graded on the basis of completion. To receive a passing grade on a homework assignment, students must complete 100% of the minimum tasks specified in that assignment.

2.  Maintain consistent attendance as outlined in the Attendance section below. A passing grade in attendance will be given to students with no more than the allowed absences, depending on the program.

3.  Receive a passing grade on all course projects and complete any assigned assessments as applicable†. Students are formally evaluated* for progress towards completion at the following point:

| Course Length | Evaluation Point |
|---|---|
| 30 hours / 5 weeks | 15 hours / 2.5 weeks |
| 32 hours / 8 weeks | 16 hours/ 4 weeks |
| 40 hours / 1 week | 20 hours / .5 weeks |
| 40 hours / 10 weeks | 20 hours / 5 weeks |
| 48 hours / 6 weeks | 24 hours / 3 weeks |
| 60 hours / 10 weeks | 30 hours / 5 weeks |
| 80 hours / 10 weeks | 40 hours/ 5 weeks |
| 400 hours / 10 weeks | 200 hours / 5 weeks |
| 420 hours / 12 weeks | 210 hours / 6 weeks |
| 480 hours / 12 weeks | 240 hours / 6 weeks |
| 455 hours / 13 weeks | 227.5 hours / 6.5 weeks |

General Assembly does not have a cumulative final test or examination required for the completion of any of the courses. A statement will be furnished to students regarding satisfactory or unsatisfactory progress.

4.  Tuition must be paid in full by the end of the course to receive a certificate of completion, unless other arrangements have been made with your Admissions Producer before the course starts.

*Students are informally evaluated by instructors every two weeks. Students in HTML, CSS & Web Design Circuit, Data Analysis Circuit, Digital Marketing Circuit, JavaScript Circuit and User Experience Design Circuit are evaluated on a per-lesson basis.*

† *To receive a passing grade in Cybersecurity for Developers, students must receive a passing grade on 80% of all homework assignments and maintain consistent attendance.*

## GRADING SYSTEM

Students are graded on an academic grading system. Incomplete grades are final.

| Grade | Definition |
|-------|------------|
| 4.0 | Exceeds Expectations |
| 3.0 | Meets Expectations |
| 2.0 | Does Not Meet Expectations |
| 1.0 | Incomplete |

## UNSATISFACTORY ACADEMIC PROGRESS

General Assembly does not provide a probation option. If a student is not making progress at the point of evaluation as stated above in the Standards of Progress policy, he or she is dismissed from the program. Students dismissed for unsatisfactory academic progress may re-enter General Assembly subject to approval by the Regional Director.

## ATTENDANCE

With prior approval from General Assembly, students in full-time programs are permitted to miss up to 3 excused class meetings and students in part-time programs are permitted to miss up to 3 excused class meetings. Students in weekend format classes are permitted to miss 1 excused class meeting. Students in one- week courses must attend every class.

Attendance is taken at every class meeting at the start of class. Three late arrivals and/or early departures will constitute one absence.

A class meeting is defined as the instructional hours provided on one calendar day. Examples of excused absences include but are not limited to: student illness, death/critical illness of a family member or a significant other, critical life emergency, and religious observance.

General Assembly may allow a greater number of excused absences in exceptional circumstances. Unexcused absences are not permitted except in exceptional circumstances. Students who miss more than 3 class meetings may be withdrawn.. Please refer to the Withdrawal Policy as outlined in the catalog. Students receiving G.I. Bill® benefits, who miss 3 class meetings, will be terminated from the G.I. Bill®l program. This change in student enrollment status will be reported to the Department of Veterans Affairs (VA) within 30 days of the veteran's last date of attendance.

In Washington, attendance is taken by teachers fifteen (15) minutes after class begins and fifteen (15) minutes prior to class ending. Any student who arrives to class more than 15 minutes late will be marked tardy and any student who is not present 15 minutes prior to class ending will be marked early departure. Three late arrivals and/or early departures will constitute one absence.

General Assembly does not provide an interruption option.

## LEAVE OF ABSENCE POLICY

GA leave of absence is to be granted only in extenuating circumstances, such as an accident, prolonged illness, maternity leave, or the death of a relative. The school is expected to explain the implications of a leave to the student. If the student fails to return on the agreed upon date, the student will be dismissed and a refund calculation performed. Experience has shown that most students do not return from a leave of absence. Some programs are too short to make a leave of absence practical.

A retention evaluation upon return is to be performed when the leave extends beyond thirty (30) days.

The school director is expected to review the student's request, preferably in person with the student requesting the leave. Not all leave requests should be granted. All leaves of absence must be requested in writing and approved in writing.

## TRANSFER

Admission to a General Assembly program is non-transferable. Students who wish to change programs must elect to withdraw from their current program and then re- apply for, and enroll in , the course of their choosing. Should a student elect to withdraw and then re-apply for enrollment in another course more than one time, Regional Director approval is required for acceptance.

Coursework earned at the DC location may be transferred to locations outside of DC as part of an existing program offered by General Assembly per Regional Director approval.

## MAKE-UP WORK

Students who miss coursework due to an absence approved prior to the absence are responsible for making up missed coursework by the last day of class to receive a passing grade.

Students are encouraged to attend weekly Office Hours and schedule timely 1:1 meetings with instructors to review missed content.

General Assembly classes are generally not taped, archived, or offered on alternative schedules for students who miss classes.

## COMPLETION

A Certificate of Completion is issued within 7 days of the end of the course to each student who has successfully fulfilled the General Assembly requirements of obtaining a "Pass" in a course and paid their tuition in full.

## STUDENT RIGHTS

1. Students have the right to equal opportunity education and an educational experience free from discrimination or harassment based on sex, gender identity and/or expression, race, color, religion, ancestry, national origin, marital status, veteran or military status, sexual orientation , medical condition, genetic information, or the presence of any sensory, mental, or physical disability or the use of a trained guide dog or service animal by a person with a disability or other categories protected by law of the states in which we operate.

2. Students have the right to view their own academic records.

3. Students have the right to cancel or withdraw from their course, per General Assembly's Cancellation, Withdrawal and Refund Policy.

4. Students have the right to file a grievance, per General Assembly's Grievance Procedure.

## STUDENT CONDUCT AND DISMISSAL

General Assembly is a community of learners. Should a student be disruptive to the community, he or she may be asked to leave. Examples of disruption include, but are not limited to, aggression or threats towards other students, instructors, or staff; illegal activities conducted or discussed on or around campus; the failure to observe classroom or campus conduct standards set forth by instructors or staff; or other behavior identified as disruptive to the learning environment of other students by instructors or staff. Students may also be withdrawn for academic violations, per General Assembly's withdrawal policy above.

General Assembly has a zero tolerance policy towards plagiarism and cheating. It is destructive to classroom culture, and exhibits a clear lack of respect for classmates, instructors, the company, and the greater community. Any work considered to have been plagiarised will not be accepted and will not count towards graduation requirements. If a project exhibits evidence of plagiarism or cheating, the student will not be able to display the project at a GA-sponsored class "science fair" or "meet & greet." Any student found plagiarising or attempting to plagiarise will be disciplined accordingly (including but not limited to removal from class).

Students are to treat all members of the staff and other students with respect and dignity. A student who is caught cheating; willfully destroying school property; attending school under the influence of illegal and recreational drugs and/or alcohol; or exhibiting disruptive, insubordinate, boisterous, obscene, vulgar, or disrespectful behavior may be dismissed and prohibited from re-enrollment in another course. Students dismissed due to disruptive and/or disrespectful conduct will not be re-admitted to General Assembly. Prior to disciplining or dismissing a student for violations of student conduct, the campus director shall provide the student with a written description of the violation and the disciplinary action and provide the student with a reasonable opportunity to respond and/or request additional information from the school.

Nothing in the policy prevents students in Washington State from contacting the Workforce Board at 360-709-4600 at any time with a concern or complaint.

## EQUAL OPPORTUNITY

General Assembly is an equal opportunity organization and does not discriminate based on sex, gender identity and/or expression, race, color, religion, ancestry, national origin, marital status, veteran or military status, sexual orientation , medical condition, genetic information, or the presence of any sensory, mental, or physical disability
or the use of a trained guide dog or service animal by a person with a disability or other categories protected by law of the states in which we operate. General Assembly strictly prohibits and does not tolerate sexual harassment or other unlawful harassment (including verbal, physical, or visual conduct) based on protected status. Individuals who believe they have been subject to or witnessed conduct that violates this policy should immediately notify the Regional Director. All complaints will be investigated and prompt corrective action will be taken, as appropriate. Interim measures may be taken, as appropriate, when a complaint is made. General Assembly prohibits retaliation against any individual who raises concerns under this policy or participates in an investigation. General Assembly will conduct its courses, services and activities consistent with applicable federal, state and local laws and regulations. Students who seek accommodations related to a disability should contact their Producer or Regional Director.

General Assembly provides reasonable accommodations to individuals who desire to participate in our educational programs.

## DIVERSITY AND INCLUSION VALUES STATEMENT

General Assembly abides by a diversity and inclusion values statement. Our entire community upholds this commitment, and we maintain shared responsibility across our global campuses to live these values. General Assembly strives to make the future of tech as vibrant as the world it inhabits through a global commitment to diversity and inclusion.

**At General Assembly, we are diverse.** We foster an international community comprised of different backgrounds, experiences, identities, and perspectives. We work to ensure that everyone has a place at the table at General Assembly, regardless of race, gender, gender identity, gender expression, age, sexual orientation, disability status, religious affiliation, socioeconomic status, or political persuasion. We consistently leverage the diverse experiences of our community members to transform the narrative of diversity within the tech, data, business, and design communities. We also strive to ensure that the GA community is not just a reflection of the world today, but of the world we want to see in the future.

**At General Assembly, we are inclusive.** We celebrate and welcome diversity unbound by social hierarchies, and collectively work to foster mutual respect, empathy, and common cause. We provide welcoming spaces for growth conversation and empowerment on our campuses and strive to build greater cultural competence within our community. We also commit to supporting opportunities beyond our walls to promote access, break down barriers, and empower future generations of leaders in the tech industry.

# STUDENT SERVICES

## ACADEMIC ADVISING

Academic advising may be initiated by school personnel or the student when the need is identified.

## HOUSING

General Assembly does not provide student housing.

## LIBRARY

Each General Assembly campus has a library, which contains relevant reading and course materials for the school's classes and is open during regular campus hours. To checkout items from the library, students should speak directly with their course producer. Enrolled students are also given access to an online resource which houses course-specific learning resources and tools. General Assembly has a plethora of partnerships with vendors that allow students to get free or discounted licenses for any learning software products (i.e. Adobe, Axure, Tableau) that are required by the curriculum.

## EMPLOYMENT ASSISTANCE

The General Assembly Outcomes Team is dedicated to seeing full-time students take control of their career aspirations and goals, by helping to communicate their skills, make valuable connections, and identify ideal career opportunities. Outcomes Programming, designed to teach job search strategy, is interwoven into our immersive courses. Job search support is also available to all graduates of full-time programs who choose to opt-in to it by meeting the requirements outlined below.

In order to become a job seeker, a student must meet the following requirements, which are taught throughout the course:

» Resume

» Digital Presence (GA Profile and LinkedIn)

» Professional project/portfolio

» Shareable way of tracking the job search

» Attendance & participation in all Outcomes Programming

Being a job seeker at General Assembly grants you access to skill building & programming that will greatly enhance your ability to take control of your job search. This includes:

» Hiring events

» Employer referrals

» GA Profiles & Job Board

» Career development events & exposure to industry professionals such as: mock interviews, portfolio reviews, studio tours & panels

» 1:1 support & office hours

General Assembly cannot and does not guarantee employment or salary. Student completion and job placement information for certain campuses is provided at https://generalassemb.ly/regulatory-information, in accordance with state law requirements, if any.

## STUDENT RECORDS

Student transcripts with official grades and descriptions of courses offered are maintained permanently. All other school and student records will be maintained electronically for 60 years from the student's date of completion or withdrawal.

These records will include the following: student attendance records, which reflect any leaves of absence (including information about the status of the leave), dates of completion (anticipated and actual), and dates students received diplomas or certificates; student's signed enrollment contract, as well as any addendums, extensions, or amendments to that contract; documents reflecting payments made by or on behalf of students records and dates of any payments, including payment / refund calculations governed by the state-specific policy; progress reports that provide students with appropriate reports of progress at least once during the program or course; copies of any student complaints and school disciplinary reports; and certificates of completion.

Students may view their own academic records. Students who seek to view their own records should contact their School Director.

General Assembly will take reasonable steps to protect the privacy of personal information contained in student records.

# GRIEVANCE PROCEDURE

## INTERNAL GRIEVANCE PROCEDURE

When a concern occurs, the student is asked to discuss the concern directly with his/her faculty member who will attempt to resolve the situation. If a resolution does not occur, the student or faculty member should provide a written description of the concern to the Regional Director who will investigate the complaint and provide a prompt written response. General Assembly attempts to resolve all complaints within 30 days. The Regional Director's decision is final. No student will be subject to unfair action and/or treatment by any General Assembly official as a result of the initiation of a complaint.

## EXTERNAL GRIEVANCE PROCEDURES

### California
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.

### District of Columbia
Any grievance affecting General Assembly's license issued by the D.C. Higher Education Licensure Commission may be submitted to the Commission if not resolved by the school. The D.C. Higher Education Licensure Commission is the agency of last resort in the grievance process.

### Georgia
Students may appeal final institutional decisions regarding complaints to the Georgia Nonpublic Postsecondary Education Commission, 2082 East Exchange Place, Suite 220, Tucker, GA 30084, (770) 414-3300, www.gnpec.org

### Massachusetts
Any student may contact the Division of Professional Licensure's Occupational School Education, at any time regarding their complaint at 1000 Washington Street, Suite 710, Boston, MA 02118-6100, (617) 727-5811, Occupational.Schools@state.ma.us, www.mass.gov/dpl/schools.

### Washington
Inquiries or complaints regarding General Assembly may be made to the Washington Workforce Training and Education Coordinating Board. Nothing in this process prevents a student from contacting the Washington State Workforce Training and Education Coordinating Board at any time. This school is licensed under Chapter 28C.10 RCW. Inquiries or complaints regarding this private vocational school may be made to the: Workforce Board, 128 - 10th Ave. SW, Box 43105, Olympia, Washington 98504, (360) 709-4600, pvsa@wtb.wa.gov, wtb.wa.gov.

### Illinois
Complaints against General Assembly may be registered with the Illinois Board of Higher Education, 1 N. Old State Capitol Plaza, Suite 333, Springfield, Illinois 62701-1377 or at www.ibhe.org.

### Colorado
Complaints against General Assembly may be filed online with the Division of Private Occupational Schools at highered.colorado.gov/dpos (303) 862-3001. Note that there is a two-year limitation (from the student's last date of attendance) on the Division taking action on student complaints.

# CANCELLATION, WITHDRAWAL AND REFUND POLICY

General Assembly's cancellation, withdrawal, and refund policies may vary by state. Please review the following policies and the state specific policies that apply to your campus location. In the event there is any discrepancy between the general policy and the state-specific policy, the state-specific policy will govern.

## GENERAL ASSEMBLY'S RIGHT TO CANCEL

1. General Assembly reserves the right to cancel or postpone a course date or to change a course location at any time. If this happens you will be entitled, at your discretion, to attend the course at the proposed later date, or to receive a full refund of any course fees you have already paid to attend the course on the original date and/or location.

2. General Assembly reserves the right to cancel an enrollment based on conduct violations prior to course start date. If you display threatening, abusive or dangerous behavior towards us or any of our staff or personnel, then we reserve the right to refuse to allow you to continue taking the course. In such circumstances you will not be entitled to a refund of any fees paid except as mandated by your state's refund policy and we reserve the right to prevent you from taking any course in the future if we feel that is necessary for the protection of our staff or personnel.

3. General Assembly reserves the right to cancel an enrollment if a student has failed to complete the pre-work required for course participation.

4. General Assembly reserves the right to cancel an enrollment or disenroll a student for delinquent past due balances.

## STUDENT'S RIGHT TO CANCEL

1. You have the right to cancel your course of instruction, without any penalty or obligation, through attendance at the first class session (or as defined below) or seven days after enrollment, whichever comes later.

2. Cancellation is effective when the student provides a written notice of cancellation at the address of attendance stated on his or her enrollment agreement. This can be done by email or by hand delivery. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage. The notification is effective when General Assembly receives notice, or the date the notice is mailed, whichever is sooner.

3. 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.

4. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or application fee specified below in the Tuition and Fees chart. Colorado, Massachusetts, Georgia, and Washington students will be refunded the registration or application fee if cancellation occurs within five business days (excluding Sundays and holidays) after the enrollment agreement is signed or an initial payment is made and the student has not attended the first class session. Students receiving educational benefits from the Department of Veterans Affairs will be refunded the amount of the registration fee in excess of $10.

## WITHDRAWAL

Students may withdraw from the course at any time after the cancellation period (described above) and refunds are determined in accordance with the Refund Policy stated below.

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

» The student notifies General Assembly in writing of the student's withdrawal or as of the last date of attendance, whichever is later. The failure of a student to immediately notify General Assembly in writing of the student's intent to withdraw may delay any applicable refund of tuition to the student.

» General Assembly terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations; absences in excess of maximum set forth by General Assembly; and/ or failure to meet financial obligations to General Assembly. In these cases, the official termination date of enrollment shall be the student's last day in class. If a student has been withdrawn for failure to maintain satisfactory progress or for violations of General Assembly's attendance policy, the student can only be readmitted with the approval of the Regional Director into a future instance of the course after final grades have been issued for the original course.

» The student has failed to attend class for 3 class meetings without prior approval.*
* Washington rules provide that when a student, without notice, fails to attend classes for thirty days, the date of the student's termination is the last date of recorded attendance.

Students who withdraw due to an emergency, such as personal or family illness or national service, may be re-enrolled into another General Assembly course following approval by the Regional Director.

## REFUND POLICY

All refunds will be paid within 30 days of withdrawal. Refunds will be less a registration fee (described in the below Tuition and Fees section) except that, for students who are receiving educational benefits from the Department of Veterans Affairs, the amount of the registration fee or application fee in excess of $10 will be subject to proration per the state-specific refund policies below.

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 applicable, 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.

General Assembly does not participate in federal or state financial aid programs. Refund

policies vary by state as described below:

» **California Students**

If you withdraw, you will receive a pro rata refund if you have completed 60% or less of your course through the last day of attendance. You will be responsible for 100% of the tuition for your course if you complete more than 60% of the course, even if you do not complete the entire course.

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 course (total institutional charge, minus non-refundable fees, divided by the number of days in the course), multiplied by the number of days scheduled to attend, prior to withdrawal.

» **DC Students**

If you withdraw, you will receive a pro rata refund if you have completed 60% or less of your course through the last week of attendance. You will be responsible for 100% of the tuition for your course if you complete more than 60% of the course, even if you do not complete the entire course.

The proration will be determined by the ratio of lessons in series of instruction completed by the student to the total number of lessons of instruction offered.

**VA Prorated Refund Policy for Washington D.C. students:**

General Assembly agrees that if a veteran student fails to enter the course, withdraws, or is discontinued at any time prior to completion of the course, the unused portion of paid tuition, fees, and other charges will be refunded or the debt for such tuition, fees, and other charges will be canceled on a prorated basis, as follows:

**1. Registration Fee**

An established registration fee in an amount not to exceed $10 need not be subject to proration. Where the established registration fee is more than $10, the amount in excess of $10 will be subject to proration.

**2. Breakage Fee**

Where the school has a breakage fee, it may provide for the retention of only the exact amount of breakage, with the remaining part, if any, to be refunded.

**3. Consumable Instruction Supplies**

Where the school makes a separate charge for consumable instructional supplies, as distinguished from laboratory fees, the exact amount of the charges for supplies consumed may be retained but any remaining part must be refunded.

**4. Books, Supplies, and Equipment**

a. The school will make a refund in full for the amount of the charge for unissued books, supplies, and equipment when:

• The school furnishes the books, supplies, and equipment,

• The school includes their costs in the total charge payable to the school for the course,

• The veteran or eligible person withdraws or is discontinued before completing the course.
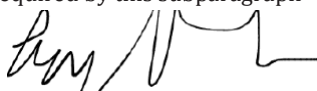
b. The veterans or eligible person may dispose of issued items at his or her discretion even if they were included in the total charge payable to the school for the course.

**5. Tuition and Other Charges**

Where the school either has or adopts an established policy for the refund of the unused portion of tuition, fees, and other charges subject to proration, which is more favorable to the veteran or eligible person that the approximate pro rata basis as provided in this subparagraph, such established policy will be applicable. Otherwise, the school may charge a sum which does not vary more than 10 percent from the exact pro rata portion of such tuition, fees, and other charges that the length of the completed portion of the course bears to its total length. The exact proration will be determined on the ratio of the number of days of instruction completed by the student to the total number of instructional days in the course.

**6. Prompt Refund**

In the event that the veteran, spouse, surviving spouse, or child fails to enter the course, or withdraws, or is discontinued there from at any time prior to completion of the course, the unused portion of the tuition, fees, and other charges paid by the individual shall be refunded promptly. Any institution which fails to forward any refund due within 30 days after such a change shall be deemed, prima facie, to have failed to make a prompt refund, as required by this subparagraph

_____                                         January 1. 2018

Liz Simon, General Counsel & VP of Legal & External Affairs          Date

» **Massachusetts Students**

If you withdraw prior to the fourth quarter of a course, you will receive a pro rata refund. Tuition liability is divided by quarters in the course and determined according to the following schedule:

**STUDENT TUITION LIABILITY**

| Quarter of Instruction | Refund Amount |
|---|---|
| During the cancellation period (attendance at the first class session or the seventh calendar day after enrollment, whichever is later) | 100% of tuition |
| During Quarter 1, and after the cancellation period | 75% of tuition |
| During Quarter 2 | 50% of tuition |
| During Quarter 3 | 25% of tuition |
| During Quarter 4 | No refund granted |

For the purposes of determining the date of withdrawal, the date shall be the earliest of:
- the date on which the student gives written notice to General Assembly **or**
- the date on which the student is deemed to have withdrawn.

**REFUND POLICY**

M.G.L. Chapter 255, Section 13K provides the following:

1. You may terminate this agreement at any time.

2. If you terminate this agreement within five days you will receive a refund of all monies paid, provided that you have not commenced the program.

3. If you subsequently terminate this agreement prior to the commencement of the program, you will receive a refund of all monies paid, less the actual reasonable administrative costs described in paragraph 7.

4. If you terminate this agreement during the first quarter of the program, you will receive a refund of at least seventy- five per cent of the tuition, less the actual reasonable administrative costs described in paragraph 7.

5. If you terminate this agreement during the second quarter of the program, you will receive a refund of at least fifty per cent of the tuition, less the actual reasonable administrative costs described in paragraph 7.

6. If you terminate this agreement during the third quarter of the program, you will receive a refund of at least twenty-five per cent of the tuition, less the actual reasonable administrative costs described in paragraph 7.

7. If you terminate this agreement after the initial five day period, you will be responsible for actual reasonable administrative costs incurred by the school to enroll you and to process your application, which administrative costs shall not exceed fifty dollars or five per cent of the contract price, whichever is less. A list of such administrative costs is attached hereto and made a part of this agreement.

8. If you wish to terminate this agreement, you must inform the school in writing of your termination, which will become effective on the day such writing is mailed.

9. The school is not obligated to provide any refund if you terminate this agreement during the fourth quarter of the program.

Administrative Costs Equal: $50.00

» **Georgia Students**

Refunds are determined based on the proration of tuition and percentage of program completed at withdrawal, up until 50% of the program.

You will be responsible for 100% of the tuition for your course if you complete more than 50% of the course, even if you do not complete the entire course.

The amount of the refund shall be calculated based on the last day of student attendance.

» **Washington Students**

*Offline Courses*

1. The school must refund all money paid if the applicant is not accepted. This includes instances where a starting class is canceled by the school.

2. The school must refund all money paid if the applicant cancels within five business days (excluding Sundays and holidays) after the day the contract is signed or an initial payment is made, as long as the applicant has not begun training.

3. The school may retain an established registration fee equal to ten percent of the total tuition cost, or one hundred dollars, whichever is less, if the applicant cancels after the fifth business day after signing the contract or making an initial payment. A "registration fee" is any fee charged by a school to process student applications and establish a student record system.

4. If training is terminated after the student enters classes, the school may retain the registration fee established under (3) of this subsection, plus a percentage of the total tuition as described in the following table:

STUDENT TUITION LIABILITY

| Amount of Training | Refund Amount |
|---|---|
| 0% through 10% | 90% of tuition |
| 11% through 25% | 75% of tuition |
| 26% through 50% | 50% of tuition |
| More than 50% | No refund granted |

5. When calculating refunds, the official date of a student's termination is the last day of recorded attendance:
   • When the school receives notice of the student's intention to discontinue the training program; or,
   • When the student is terminated for a violation of a published school policy which provides for termination; or,
   • When a student, without notice, fails to attend classes for thirty calendar days.

6. All refunds must be paid within thirty calendar days of the student's official termination date.

*Online Courses*

1. A student may request cancellation in any manner.

2. The following is a minimum refund policy for distance education courses without mandatory resident training:
   • An applicant may cancel up to five business days after signing the enrollment agreement. In the event of a dispute over timely notice, the burden to prove service rests on the applicant.

- If a student cancels after the fifth calendar day but before the school receives the first completed lesson, the school may keep only a registration fee of either fifty dollars or an amount equal to fifteen percent of the tuition (in no case is the school entitled to keep a registration fee greater than one hundred fifty dollars).

- After the school receives the student's first completed lesson and until the student completes half the total number of lessons in the program, the school is entitled to keep the registration fee and a percentage of the total tuition as described in the following table:

STUDENT TUITION LIABILITY

| Amount of Training | Refund Amount |
|---|---|
| 0% through 10% | 90% of tuition |
| 11% through 25% | 75% of tuition |
| 26% through 50% | 50% of tuition |
| More than 50% | No refund granted |

Calculate the amount of the course completed by dividing the number of lesson assignments contained in the program by the number of completed lessons received from the student.

» **Colorado Students**

Students not accepted to the school are entitled to all moneys paid. Students who cancel this contract by notifying the school within five (5) business days (excluding Sundays and holidays) after the enrollment agreement is signed or an initial payment is made and the student has not attended the first class session will be entitled a full refund of all tuition and fees paid.

In the case of students withdrawing after commencement of classes, the school will retain the cancellation charge plus a percentage of tuition and fees, which, as described in the tables below, is based on the percentage of contact hours attended in the program or stand-alone course. The refund is based on the official date of termination or withdrawal.

Postponement of a starting date, whether at the request of the school or the student, requires a written agreement signed by the student and the school. The agreement must set forth:

a. whether the postponement is for the convenience of the school or the student;

and, b. the deadline for the new start date, beyond which the start date will not be postponed.

If the course is not commenced, or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition and fees within 30 days of the deadline in accordance with the school's refund policy and all applicable laws and Rules concerning the Private Occupational Education Act of 1981. Generally, General Assembly does not permit postponement of start dates. Students must instead withdraw and re-enroll in a course of their choosing.

Classroom Students:

| Student is entitled to upon withdrawal/termination | Refund |
| --- | --- |
| Within first 10% of program | 90% less cancellation charge |
| After 10% but within first 25% of program | 75% less cancellation charge |
| After 25% but within first 50% of program | 50% less cancellation charge |
| After 50% but within first 75% of program | 25% less cancellation charge |
| After 75% | NO Refund |

Data Analytics Circuit, HTML, CSS & Web Design Circuit, and JavaScript Circuit Students:

| Student is entitled to upon withdrawal/termination | Refund |
| --- | --- |
| Within first 10% of program (Before Lesson 1) | 90% less cancellation charge |
| After 10% but within first 25% of program (Lesson 2) | 75% less cancellation charge |
| After 25% but within first 50% of program (Lessons 3-5) | 50% less cancellation charge |
| After 50% but within first 75% of program (Lessons 6-7) | 25% less cancellation charge |
| After 75% (Lesson 8) [if paid in full, cancellation charge is not applicable] | NO Refund |

Digital Marketing Circuit Students:

| Student is entitled to upon withdrawal/termination | Refund |
| --- | --- |
| Within first 10% of program (Before Lesson 1) | 90% less cancellation charge |
| After 10% but within first 25% of program (Lesson 1) | 75% less cancellation charge |
| After 25% but within first 50% of program (Lesson 2) | 50% less cancellation charge |
| After 50% but within first 75% of program (Lesson 3) | 25% less cancellation charge |
| After 75% (Lesson 4) [if paid in full, cancellation charge is not applicable] | NO Refund |

User Experience Design Circuit Students:

| Student is entitled to upon withdrawal/termination | Refund |
| --- | --- |
| Within first 10% of program (Before Lesson 1) | 90% less cancellation charge |
| After 10% but within first 25% of program (Lesson 1) | 75% less cancellation charge |
| After 25% but within first 50% of program (Lesson 2) | 50% less cancellation charge |
| After 50% but within first 75% of program (Lessons 3-4) | 25% less cancellation charge |
| After 75% (Lesson 5) [if paid in full, cancellation charge is not applicable] | NO Refund |

Web Development Immersive/Web Development Immersive  Remote Students

| Student is entitled to upon withdrawal/termination | Refund |
| --- | --- |
| Within first 10% of program (Lesson 1 - 10 Hours of Lesson 2) | 90% less cancellation charge |
| After 10% but within first 25% of program (After 10 Hours of Lesson 2 - Lesson 3) | 75% less cancellation charge |
| After 25% but within first 50% of program (Lesson 4 - 17.5 Hours of Lesson 6) | 50% less cancellation charge |
| After 50% but within first 75% of program (After 17.5 Hours of Lesson 6 - Lesson 10) | 25% less cancellation charge |
| After 75% (Lesson 11) [if paid in full, cancellation charge is not applicable] | NO Refund |

Cybersecurity for Developers Remote, Data Analytics Remote Students, Digital Marketing Remote Students, Product Management Remote, Python Programming Remote, React Development Remote and User Experience Design Remote Students:

| Student is entitled to upon withdrawal/termination | Refund |
|---|---|
| Within first 10% of program (Lessons 1-2) | 90% less cancellation charge |
| After 10% but within first 25% of program (Lessons 3-5) | 75% less cancellation charge |
| After 25% but within first 50% of program (Lessons 6-8) | 50% less cancellation charge |
| After 50% but within first 75% of program (Lessons 9-14) | 25% less cancellation charge |
| After 75% (After Lesson 15) [if paid in full, cancellation charge is not applicable] | NO Refund |

Data Science Remote Students, Front-End Web Development Remote Students, JavaScript Development Remote Students:

| Student is entitled to upon withdrawal/termination | Refund |
|---|---|
| Within first 10% of program (Lessons 1-2) | 90% less cancellation charge |
| After 10% but within first 25% of program (Lessons 3-5) | 75% less cancellation charge |
| After 25% but within first 50% of program (Lessons 6-10) | 50% less cancellation charge |
| After 50% but within first 75% of program (Lessons 11-15) | 25% less cancellation charge |
| After 75% (After Lesson 15) [if paid in full, cancellation charge is not applicable] | NO Refund |

Visual Design Remote Students:

| Student is entitled to upon withdrawal/termination | Refund |
|---|---|
| Within first 10% of program (Lesson 1-2) | 90% less cancellation charge |
| After 10% but within first 25% of program (Lessons 3-4) | 75% less cancellation charge |
| After 25% but within first 50% of program (Lessons 5-8) | 50% less cancellation charge |
| After 50% but within first 75% of program (Lessons 9-12) | 25% less cancellation charge |
| After 75% (After Lesson 12) [if paid in full, cancellation charge is not applicable] | NO Refund |

1. The student may cancel this contract at any time prior to the fifth business day (excluding Sundays and holidays) after the enrollment agreement is signed or an initial payment is made and the student has not attended the first class session.

2. All refunds will be made within 30 days from the date of termination. The official date of termination or withdrawal of a student shall be determined in the following manner:

   a. The date on which the school receives notice of the student's intention to discontinue the training program; or

   b. The date on which the student violates published school policy, which provides for termination.

   c. Should a student fail to return from an excused leave of absence, the effective date of termination for a student on an extended leave of absence or a leave of absence is the earlier of the date the school determines the student is not returning or the day following the expected return date.

3. The student will receive a full refund of tuition & fees paid if the school discontinues a program or stand-alone course within a period of time a student could have reasonably completed it, except that this provision shall not apply in the event the school ceases operation.

4. The policy for granting credit for previous training shall not impact the refund policy.

» **Illinois Students**

Refunds are determined based on the proration of tuition and percentage of program completed at withdrawal, up until 50% of the program.

You will be responsible for 100% of the tuition for your course if you complete more than 50% of the course, even if you do not complete the entire course.

The amount of the refund shall be calculated based on the last day of student attendance. acceptable as

published in their catalogs.)

**VA Prorated Refund Policy for Chicago students:**

All tuition is subject to the following pro-rata refund policy and will be paid no later than 40 days from date of cancellation. In case of non-refundable deposits, all deposits are refundable for students receiving Ch.33 – G. I. Bill benefits:

| Percentage of course completed at notice of cancellation | Percentage of tuition and instructional charges that school may retain |
|---|---|
| In excess to 5% to 10% | 15% |
| In excess to 10% to 15% | 20% |
| In excess to 15% to 20% | 25% |
| In excess to 20% to 25% | 30% |
| In excess to 25% to 30% | 35% |
| In excess to 30% to 35% | 40% |
| In excess to 35% to 40% | 45% |
| In excess to 40% to 45% | 50% |
| In excess to 45% to 50% | 55% |
| In excess to 50% to 55% | 60% |
| In excess to 55% to 60% | 65% |
| In excess to 60% to 65% | 70% |
| In excess to 65% to 70% | 75% |
| In excess to 70% to 75% | 80% |
| In excess to 75% to 80% | 85% |
| In excess to 80% to 85% | 90% |
| In excess to 85% to 90% | 95% |
| In excess to 90% | 100% |

These policies applies to all approved programs offered by General Assembly.

# TUITION AND FEES

## PAYMENT POLICY

Unless otherwise agreed to in a private lending or financing agreement and as approved by General Assembly, all students pay an upfront payment of $250 upon 24 hours of enrollment. Students (excluding students in Wash- ington D.C.) are required to pay the remaining full balance at least 7 days prior to the course start date or upon enrollment, whichever is later. For students based in Washington D.C,. students are required to pay the remain- ing full balance 7 days after the course start date.

Students are allowed to request a payment plan unless a student is enrolled in a one-week course. These pay- ment plans must be approved by General Assembly during enrollment. If a student is partially paying for a course and a third-party is paying the remainder of the course, students can request to participate in a payment plan for their portion of course costs, which, if approved by General Assembly, will be documented in a Payment Schedule.

Payment in full is a graduation requirement and certificates of completion will be withheld until full balance is paid. If a student holds an outstanding balance after the course end date, a one-time $75 late fee will be applied and a 1.5% interest charge on the total due will be applied each month thereafter. Students will incur a $25 fee for declined transactions or returned checks.

General Assembly may, in its sole discretion, refer a student's account to a collection agency without further notice to the student in the event the student is in default in any payment due. To the extent permitted by appli- cable law, the student agrees to pay all costs incurred by General Assembly in collecting the balance due.

| Payment Plan | Upfront Payment (Registration Fee + Deposit) | Payment Schedule |
|---|---|---|
| 1/2 Payment Option | All students pay an upfront payment of $250 upon 24 hours of enrollment. | 1/2 due 7 days before course start date* †<br><br>1/2 due a month after previous invoice date |
| 1/3 Payment Option<br><br>(not available to students enrolled in Circuit courses or courses less than 10 weeks in length) | All students pay an upfront payment of $250 upon 24 hours of enrollment. | 1/3 due 7 days before course start date*<br><br>1/3 due a month** after previous invoice date 1/3<br><br>due a month** after previous invoice date |
| 1/4 Payment Option<br><br>(not available to students enrolled in Circuit courses or courses less than 10 weeks in length) | All students pay 1/4 of the total tuition (which includes the $250 due upon enroll- ment charge) within 24 hours of enrollment. | 1/4 due 7 days after course start date<br><br>1/4 due three weeks after previous invoice date<br><br>1/4 due three weeks h after previous invoice date |

† For circuit students, first payment is due 7 days after course start date.

*For students based in Washington, D.C., first payment is due 7 days after course start date. Students enrolled in one-week courses are not eligible for any payment plans.

**For students based in Washington, D.C., 1/3 payment is due three weeks after previous invoice date.

Enrolling after the initial installment due date will require payment of any payments due at the time of enrollment.

## THIRD-PARTY SPONSOR PAYMENT POLICY

A Third-Party Sponsor Payment Form must be completed to provide authorization for General Assembly to bill a student's third-party for all or part of their educational expenses.

The following terms and conditions apply to the student for third-party sponsor payment:

Third-party sponsor payments are not conditional on student performance in or completion of a course. It is the student's responsibility to provide their third-party sponsor the correct information concerning tuition and fees and any other information needed by the third-party sponsor. This is especially true if there are any changes to any charges after the original authorization form is submitted.

Third-party sponsorship does not relieve a student from any financial responsibility. The student is ultimately responsible for their educational costs. If a third-party sponsorship amount is changed or cancelled, for any reason, the student is responsible for unpaid amounts due to General Assembly. Future sponsorships are not allowed until current sponsorships are paid in full. A student cannot enroll in future courses or receive a certifi- cate of completion until all charges on their account are paid in full.

Students will be assessed a late-fee (as outlined above) if they fail to make timely payments for all charges not covered by their third-party.

## INCOME SHARE AGREEMENT POLICY

Data Science Immersive, User Experience Design Immersive and Web Design Immersive students meeting eligibility criteria may elect to participate in a deferred tuition arrangement (also referred to as an income share agreement or "ISA"), whereby the student agrees to enroll in the program and to pay tuition plus an additional charge upon completion of the course after finding a job.

An ISA requires a student to pay a fixed percentage of earned income each month for a fixed period of time, with the total payment capped at the tuition for the program plus, for those students whose earnings are sufficiently high, additional amounts (as with finance charges for loans, these extra amounts generally defray administra- tive costs and the risk of non-payment). Monthly payments are recalculated when earned income changes, based on information provided by the graduate, such as an updated pay stub. During any months that earned income is below a certain threshold, the graduate will be placed in a deferment status and will not make pay- ments.

Each ISA has a payment term, which includes a grace period following completion of the program. Students electing to participate in an ISA have the option of prepaying the ISA in full at any time by paying an amount equal to the payment cap less all previous monthly payments and plus any outstanding fees, even if the time that the student was allotted to pay tuition after completion of his or her program has not yet expired.
A student's monthly payments end upon the earliest to occur of: (i) the date the required number of monthly payments are made; (ii) the date the graduate has paid the amount of the payment cap; or (iii) after the end of the payment term, as extended by any deferments for up to 48 months.

Other Fees: Graduates will be assessed a Returned Payment Fee of $25 if any payment is returned or fails due to insufficient funds or for any other reason. Graduates will be assessed Late Payment Fee equal to the lesser of $5 and 5% of the payment amount due if any payment due under your ISA is not made on or before the 10th day after the due date.

Additional Information The full terms and conditions of a student's deferred tuition arrangement will be set forth in an ISA signed by the student and General Assembly. Students interested in an ISA should contact the Director of their campus.

## TUITION & FEES: CALIFORNIA STUDENTS

| Course | Registration Fee Non-Refundable | Student Tuition Recovery Fund* (Non-Refundable) | Tuition | Total Cost** |
|---|---|---|---|---|
| Cybersecurity for Developers | $100 | $0 | $3,850 | $3,950 |
| Data Analytics | $100 | $0 | $3,850 | $3,950 |
| Data Science | $100 | $0 | $3,850 | $3,950 |
| Data Science Immersive | $100 | $0 | $15,850 | $15,950 |
| Digital Marketing | $100 | $0 | $3,850 | $3,950 |
| Front-End Web Development | $100 | $0 | $3,850 | $3,950 |
| HTML, CSS & Web Design Circuit (Online) | $0 | $0 | $1,250 | $1,250 |
| JavaScript Circuit (Online) | $0 | $0 | $1,250 | $1,250 |
| JavaScript Development | $100 | $0 | $3,850 | $3,950 |
| Product Management | $100 | $0 | $3,850 | $3,950 |
| Python Programming | $100 | $0 | $3,850 | $3,950 |
| React Development | $100 | $0 | $3,850 | $3,950 |
| Web Development Immersive | $100 | $0 | $14,850 | $14,950 |
| Web Development Immersive Remote | $100 | $0 | $13,850 | $13,950 |
| User Experience Design | $100 | $0 | $3,850 | $3,950 |
| User Experience Design Immersive | $100 | $0 | $14,850 | $14,950 |
| Visual Design | $100 | $0 | $2,700 | $2,800 |

\* STRF: $0.00 for every $1,000 of tuition rounded to the nearest $1,000.
\*\* Total charges are the same for a period of attendance and the entire educational program.

Please see Appendix D for information regarding the Student Tuition Recovery Fund.

## TUITION & FEES: COLORADO, GEORGIA, WASHINGTON, ILLINOIS, WASHINGTON DC STUDENTS

| Course | Registration Fee Non-Refundable** | Tuition | Total Cost* |
|---|---|---|---|
| Android Development Immersive | $100.00 | $13,400.00 | $13,500.00 |
| Cybersecurity for Developers | $100.00 | $3,850.00 | $3,950.00 |
| Data Analyis Circuit (Online) | $0 | $1,250.00 | $1,250.00 |
| Data Analytics | $100.00 | $3,850.00 | $3,950.00 |
| Digital Marketing | $100.00 | $3,850.00 | $3,950.00 |
| Digital Marketing Circuit (Online) | $0 | $750.00 | $750.00 |
| Data Science | $100.00 | $3,850.00 | $3,950.00 |
| Data Science Immersive | $100.00 | $15,850.00 | $15,950.00 |
| Front-End Web Development | $100.00 | $3,850.00 | $3,950.00 |
| HTML, CSS & Web Design Circuit (Online) | $0 | $1,250.00 | $1,250.00 |
| iOS Development Immersive | $100.00 | $13,400.00 | $13,500.00 |
| JavaScript Development | $100.00 | $3,850.00 | $3,950.00 |
| JavaScript Circuit (Online) | $0 | $1,250.00 | $1,250.00 |
| Product Management | $100.00 | $3,850.00 | $3,950.00 |
| Python Programming | $100.00 | $3,850.00 | $3,950.00 |
| React Development | $100.00 | $3,850.00 | $3,950.00 |
| User Experience Design | $100.00 | $3,850.00 | $3,950.00 |
| User Experience Design Circuit (Online) | $0 | $850.00 | $850.00 |
| User Experience Design Immersive | $100.00 | $14,850.00 | $14,950.00 |
| Visual Design | $100.00 | $2,700.00 | $2,800.00 |
| Web Development Immersive | $100.00 | $14,850.00 | $14,950.00 |
| Web Development Immersive Remote (Online) | $100.00 | $13,850.00 | $13,950.00 |

* Charges for the period of attendance and the entire course.
**Registration Fee may be refundable under the terms of state's refund policies.

## TUITION & FEES: MASSACHUSETTS STUDENTS

| Course | Registration Fee Non-Refundable** | Tuition | Total Cost* |
|---|---|---|---|
| Android Development Immersive | $50.00 | $13,450.00 | $13,500.00 |
| Cybersecurity for Developers | $50.00 | $3,900.00 | $3,950.00 |
| Data Analyis Circuit (Online) | $0 | $1,250.00 | $1,250.00 |
| Data Analytics | $50.00 | $3,900.00 | $3,950.00 |
| Digital Marketing | $50.00 | $3,900.00 | $3,950.00 |
| Digital Marketing Circuit (Online) | $0 | $750.00 | $750.00 |
| Data Science | $50.00 | $3,900.00 | $3,950.00 |
| Data Science Immersive | $50.00 | $15,900.00 | $15,950.00 |
| Front-End Web Development | $50.00 | $3,900.00 | $3,950.00 |
| HTML, CSS & Web Design Circuit (Online) | $0 | $1,250.00 | $1,250.00 |
| iOS Development Immersive | $50.00 | $13,450.00 | $13,500.00 |
| JavaScript Development | $50.00 | $3,900.00 | $3,950.00 |
| JavaScript Circuit (Online) | $0 | $1,250.00 | $1,250.00 |
| Product Management | $50.00 | $3,900.00 | $3,950.00 |
| Python Programming | $50.00 | $3,900.00 | $3,950.00 |
| React Development | $50.00 | $3,900.00 | $3,950.00 |
| User Experience Design | $50.00 | $3,900.00 | $3,950.00 |
| User Experience Design Circuit (Online) | $0 | $850.00 | $850.00 |
| User Experience Design Immersive | $50.00 | $14,900.00 | $14,950.00 |
| Visual Design | $50.00 | $2,750.00 | $2,800.00 |
| Web Development Immersive | $50.00 | $14,900.00 | $14,950.00 |
| Web Development Immersive Remote (Online) | $50.00 | $13,900.00 | $13,950.00 |

\* Charges for the period of attendance and the entire course.

\*\* The registration fee is refundable if the cancellation is effective within five days after enrollment and the student has not attended the first class session.

# FINANCIAL ASSISTANCE

General Assembly does not participate in federal or state financial aid programs except for the following: Se- lected programs of study at General Assembly are approved by the District of Columbia State Approving Agency for the enrollment of those eligible to receive benefits under Title 38 and Title 10, USC.

We do not provide institutional financing. We do provide information on a range of financing options through independent, private funding sources, which you can read more about at: https://generalassemb.ly/ how-we-work/financing.

## LOANS

If a student receives a loan to pay for the educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. General Assembly does not offer institutional loans to its students. If the student receives federal student financial aid funds, the student is entitled to a refund of the money not paid from federal financial aid funds.

# CONSUMER INFORMATION

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. Students will be provided with a PDF version of the catalog before receiving an enrollment agreement. The catalog will also be made available on General Assembly's website at https://generalassemb.ly/regulatory-information.

General Assembly has never filed a bankruptcy petition that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.), operated as a debtor in possession or had a petition of bankruptcy filed against it under Federal law.

**General Assembly is not accredited by an accrediting agency recognized by the United States Department of Education (USDE) and General Assembly does not participate in federal or state financial student financial aid programs except for the following:**

**Selected programs of study at General Assembly are approved by the District of Columbia State Approving Agency for the enrollment of those eligible to receive benefits under Title 38 and Title 10, USC.**

Information about General Assembly is published in this catalog that contains a description of policies, procedures, and other information about the school. The catalog will be reviewed and updated at a minimum annually. General Assembly reserves the right to change any provision of the catalog at any time. These changes will not adversely affect currently enrolled students and will be vetted by the state regulatory agencies, as applicable. Notice of changes will be communicated in a revised catalog, an addendum or supplement to the catalog, or other written format with an effective date. Students are expected to read and be familiar with the information contained in the catalog, in any revisions, supplements and addenda to the catalog, and with all school policies. By enrolling General Assembly, the Student agrees to abide by the terms stated in the catalog and all school policies.

Additional consumer information, including student data disclosures required by state law in California and Illinois, can be found on General Assembly's website at https://generalassemb.ly/regulatory-information, as available.

Catalog certified as true and correct for content and policy.

Liz Simon, General Counsel & VP of Legal & External Affairs

August 10, 2018
Date

# APPENDIX A

## BOARD OF DIRECTORS

John L. Marshall Tyra

Tutor

Gregory D. Holland

## OWNERSHIP

General Assembly is owned by General Assembly Space, Inc., a wholly-owned subsidiary of Adecco,Inc.

## REGIONAL DIRECTORS

John Madigan, J.D., Los Angeles Ali

Pisano, M.S., San Francisco Paul

Gleger, M.S.,Washington, D.C. Mickey

Slevin, MBA, New York Walid E.

Malouf, MBA, Seattle Denise Foss,

M.A., Atlanta

Anne Bosman, MBA, Boston

Vanessa Ohta, B.A., Chicago

Eric Partlow, MBA, Austin

Adele McCarthy-Beauvais, MBA, Denver

## VA POINT OF CONTACTW

Liz Simon, J.D., General Counsel + VP External Affairs

compliance@ga.co

## FACULTY

See Appendix C (California).

Faculty Biographies can be found on our website: https://generalassemb.ly/locations

## MANAGEMENT

John L. Marshall, J.D., BA, Chief Executive Officer Gerald

Robinson, VP Tax

Tyra Tutor, VP of Finance

Gregory D. Holland, J.D., VP, General Counsel Jake

Schwartz, MBA, President

Scott Kirkpatrick, MBA, Chief Operating Officer John

Rucker, BBA, Chief Financial Officer

Shiren Vijisangham, M.S., Chief Product Officer, Chief Academic Officer

Liz Simon, J.D., General Counsel + VP External Affairs

## DUTIES

General Assembly is governed by a Board of Directors. The Chief Executive Officer has overall responsibility to implement strategic goals and objectives of the organization. The Chief Executive Officer develops and implements all strategic planning in accordance with the institution's mission and objectives to provide the highest quality of education and services.

The President is responsible for the management of campus education across all of General Assembly's campuses.

The Regional Directors own strategic planning and forecasting for their locations, supervise local education operations, supervise campus operations oversee local marketing functions and grow and manage outcomes and alumni offerings.

# APPENDIX B

## LOCATIONS

*New York*

10 East 21st Street New
York, NY 10010
hello@generalassemb.ly
1-917-722-0237

*DC*

1133 15th Street, NW, 8th Floor
Washington, DC 20005
dc@generalassemb.ly
1-202-517-1777

*Massachusetts*

125 Summer Street
Boston, MA 02110
boston@generalassemb.ly
1-617-207-6245

*Texas*

600 Congress Avenue
Austin, TX 78701
austin@generalassemb.ly
1-512-823-0359

*Washington*

1218 Third Avenue Suite 300
Seattle 98101
seattle@generalassemb.ly
1-206-258-7033

*Georgia*

675 Ponce De Leon NE
Atlanta, GA 30308
atlanta@generalassemb.ly
1-404-334-7858

*Illinois*

444 N. Wabash, Level B,
Chicago, IL 60611
chicago@generalassemb.ly
1-312-248-6213

*Colorado*

3858 Walnut Street,
Denver, CO 80205
denver@generalassemb.ly
1-303-963-9936

*California*

225 Bush Street, 5th Floor
San Francisco, CA 94104
sf@generalassemb.ly
1-213-263-4147

2159 India St
San Diego, CA 92101
sd@generalassemb.ly
1-213-263-4147

360 E. 2nd Street
Los Angeles, CA 90012
la@generalassemb.ly 1-
213-263-4147

1520 2nd St.
Santa Monica, CA 90401
la@generalassemb.ly
1-213-263-4147

75 E Santa Clara St. 6th Floor San
Jose, CA 95113
sf@ generalassemb.ly
1-213-263-4147

*Administrative & Headquarters*

902 Broadway, 4th Floor New
York, NY 10010

# APPENDIX C: SCHEDULES & FACULTY FOR GI BILL CAMPUSES

## CALIFORNIA FACULTY

General Assembly employs both full-time and part-time faculty. Biographies for all faculty teaching upcoming courses are available under the course description on GA's website. The following faculty will be teaching courses in January 2018. Additional faculty will be hired throughout the year.

| San Francisco Campus | | | |
|---|---|---|---|
| Course | Instructor Name | Course | Instructor Name |
| Data Science Immersive | David Yerrington | User Experience Design Immersive | Susan Wolfe |
| Data Science Immersive | Mark Popovich | Web Development Immersive | Brock Whitbread |
| User Experience Design Immersive | Daniella DeVera | Web Development Immersive | Isha Arora |
| User Experience Design Immersive | Lauren Golden | Web Development Immersive | Justin Castilla |
| User Experience Design Immersive | Shalom Ormsby | Web Development Immersive | Kenneth Bushman |

| Los Angeles Campus | | | |
|---|---|---|---|
| Course | Instructor Name | Course | Instructor Name |
| Data Science Immersive | Douglas Strodtman | Web Development Immersive | James Newman |
| User Experience Design Immersive | Lauren Torres | Web Development Immersive | Jonathan Tamsut |
| User Experience Design Immersive | Sharif Matar | Web Development Immersive | Phlippe Luchansky |
| Web Development Immersive | James Clark | Web Development Immersive | Zac Messinger |
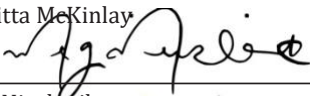
## WDI, UXDI & DSI ACADEMIC CALENDAR/CLASS SCHEDULES

| San Francisco Campus | | |
|---|---|---|
| Course | Dates | Times |
| Data Science Immersive | 7/30/2018 - 10/22/2018 | Monday - Friday, 9 AM - 5 PM |
| Data Science Immersive | 11/5/2018 - 2/12/2019 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 7/23/2018 - 9/28/2018 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 9/17/2018 - 11/29/2018 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 9/17/2018 - 11/29/2018 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 10/22/2018 - 1/11/2019 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 12/3/2018 - 2/21/2019 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 7/30/2018 - 10/22/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 9/10/2018 - 12/6/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 10/29/2018 - 2/5/2019 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 12/3/2018 - 3/7/2019 | Monday - Friday, 9 AM - 5 PM |

**Los Angeles Campus**

| Course | Dates | Times |
| --- | --- | --- |
| Data Science Immersive | 7/30/2018- 10/22/2018 | Monday - Friday, 9 AM - 5 PM |
| Data Science Immersive | 11/5/2018 - 2/11/2019 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 8/13/2018 - 10/19/2018 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 9/17/2018 - 11/28/2018 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 10/29/2018 - 1/18/19 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 12/10/2018 - 2/28/2019 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 8/13/2018 - 11/5/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 9/10/2018 - 12/5/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 11/13/2018 - 2/19/2019 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 12/10/2018 - 3/14/2019 | Monday - Friday, 9 AM - 5 PM |

**I certify this copy to be true and correct as to content and policy.**

_____                    August 10, 2018
Brigitta McKinlay

_____                    August 10, 2018
Meg Nieslanik

_____                    August 10, 2018
John Madigan

## COLORADO FACULTY

General Assembly employs both full-time and part-time faculty. Biographies for all faculty teaching upcoming courses are available under the course description on GA's website. The following faculty will be teaching courses in January 2018. Additional faculty will be hired throughout the year.

| Course | Instructor Name |
| --- | --- |
| Data Science Immersive | David Yerrington |
| User Experience Design Immersive | Nick Anderson |
| Web Development Immersive | James Haff |

| Course | Dates | Times |
| --- | --- | --- |
| Data Science Immersive | 7/30/2018 - 10/22/2018 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 8/13/2018 - 10/19/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 9/10/2018 - 12/6/2018 | Monday - Friday, 9 AM - 5 PM |
| Data Science Immersive | 11/5/2018 - 2/14/2019 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 10/22/2018 - 1/17/2019 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 12/10/2018 - 3/15/2019 | Monday - Friday, 9 AM - 5 PM |

**I certify this copy to be true and correct as to content and policy.**

Brigitta McKinlay

August 10, 2018

Meg Nieslanik

August 10, 2018

## GEORGIA FACULTY

General Assembly employs both full-time and part-time faculty. Biographies for all faculty teaching upcoming courses are available under the course description on GA's website. The following faculty will be teaching courses in January 2018. Additional faculty will be hired throughout the year.

| Course | Instructor Name |
|---|---|
| Data Science Immersive | Justin Pounders |
| User Experience Design Immersive | John Kay |
| Web Development Immersive | Jamie King |
| User Experience Design Immersive | Rafaella Studart |

| Course | Dates | Times |
|---|---|---|
| Data Science Immersive | 7/30/2018 - 10/22/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 8/20/2018 - 11/19/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 9/4/2018 - 11/30/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 9/10/2018 - 11/19/2018 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 9/24/2018 - 12/6/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 9/24/2018 - 12/29/2018 | Monday - Friday, 9 AM - 5 PM |
| Data Science Immersive | 11/5/2018 - 2/11/2019 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 12/10/2018 - 3/1/2019 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 12/10/2018 - 3/21/2019 | Monday - Friday, 9 AM - 5 PM |

**I certify this copy to be true and correct as to content and policy.**

Brigitta McKinlay

August 10, 2018

Meg Nieslanik

August 10, 2018

Denise Foss

August 10, 2018

## ILLINOIS FACULTY

General Assembly employs both full-time and part-time faculty. Biographies for all faculty teaching upcoming courses are available under the course description on GA's website. The following faculty will be teaching courses in January 2018. Additional faculty will be hired throughout the year.

| Course | Instructor Name |
|---|---|
| Data Science Immersive | Riley Dallas |
| User Experience Design Immersive | Shilpa Rao |
| Web Development Immersive | James Haff |
| Data Science Immersive | David Yerrington |
| Data Science Immersive | Matthew Brems |
| Data Science Immersive | Justin Pounders |

| Course | Dates | Times |
|---|---|---|
| Data Science Immersive | 7/30/2018 - 10/22/2018 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 8/13/2018 - 10/22/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 9/4/2018 - 11/30/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 9/10/2018 - 12/6/2018 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 10/22/2018 - 1/11/2019 | Monday - Friday, 9 AM - 5 PM |
| Data Science Immersive | 11/5/2018 - 2/12/2019 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 12/10/2018 - 3/21/2019 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 12/10/2018 - 3/14/2019 | Monday - Friday, 9 AM - 5 PM |

**I certify this copy to be true and correct as to content and policy.**

_____     August 10, 2018
Brigitta McKinlay

_____     August 10, 2018
Meg Nieslanik

_____     August 10, 2018
Vanessa Ohta

## MASSACHUSETTS FACULTY

General Assembly employs both full-time and part-time faculty. Biographies for all faculty teaching upcoming courses are available under the course description on GA's website. The following faculty will be teaching courses in January 2018. Additional faculty will be hired throughout the year.

| Course | Instructor Name |
|---|---|
| Data Science Immersive | Bethany Poulin |
| User Experience Design Immersive | Jason Reynolds |
| Web Development Immersive | Danny Kirschner |
| Web Development Immersive | Michael Finneran |
| Web Development Immersive | Christopher Payne |

## WDI, UXDI & DSI ACADEMIC CALENDAR/CLASS SCHEDULES

| Course | Dates | Times |
|---|---|---|
| Web Development Immersive | 7/23/2018 - 10/12/2018 | Monday - Friday, 9 AM - 5 PM |
| Data Science Immersive | 7/30/2018 - 10/22/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 9/4/2018 - 11/30/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 9/10/2018 - 12/7/2018 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 9/10/2018 - 11/16/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 10/22/2018 - 1/25/2019 | Monday - Friday, 9 AM - 5 PM |
| Data Science Immersive | 11/5/2018 - 2/12/2016 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 11/26/2018 - 2/15/2019 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 12/10/2018 - 3/15/2019 | Monday - Friday, 9 AM - 5 PM |

**I certify this copy to be rue and correct as to content and policy.**

_____     August 10, 2018
Brigitta McKinlay

_____     August 10, 2018
Meg Nieslanik

_____     August 10, 2018
Anne Bosman

## WASHINGTON FACULTY

General Assembly employs both full-time and part-time faculty. Biographies for all faculty teaching upcoming courses are available under the course description on GA's website. The following faculty will be teaching courses in January 2018. Additional faculty will be hired throughout the year.

| Course | Instructor Name |
|---|---|
| Data Science Immersive | TBD |
| User Experience Design Immersive | TBD |
| Web Development Immersive | TBD |

## WDI, UXDI & DSI ACADEMIC CALENDAR/CLASS SCHEDULES

| Course | Dates | Times |
|---|---|---|
| User Experience Design Immersive | 7/23/2018 - 9/28/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 7/23/2018 - 10/12/2018 | Monday - Friday, 9 AM - 5 PM |
| Data Science Immersive | 7/30/2018 - 10/22/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 9/4/2018 - 11/30/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 9/10/2018 - 12/5/2018 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 9/24/2018 - 12/5/2018 | Monday - Friday, 9 AM - 5 PM |
| Data Science Immersive | 11/5/2018 - 2/14/2019 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 11/12/2018 - 2/20/2019 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 11/26/2018 - 2/13/2019 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 12/10/2018 - 3/21/2019 | Monday - Friday, 9 AM - 5 PM |

**I certify this copy to be rue and correct as to content and policy.**

_____                                     August 10, 2018
Brigitta McKinlay

_____                                     August 10, 2018
Meg Nieslanik

_____                                     August 10, 2018
Walid Malouf

## WASHINGTON D.C. FACULTY

General Assembly employs both full-time and part-time faculty. Biographies for all faculty teaching upcoming courses are available under the course description on GA's website. The following faculty will be teaching courses in January 2018. Additional faculty will be hired throughout the year.

| DC | | | |
|---|---|---|---|
| Title | Name | Title | Name |
| Regional Director | Paul Gleger | Admissions Manager | Chelsea Baum |
| Outcomes Manager | Seth Novick | Admissions Producer | Emilie Buckley |
| Outcomes Lead | Sarah Brooks | Admissions Producer | Lally Marino |
| Outcomes Lead | Joy Haugen | WDI Instructor | Juan Garcia |
| Campus Operations Lead | Robin Terry | DSI Instructor | Matthew Brems |
| Instructor Coach | Philip Ahn | UXDI Instructor | Zach Thomas |
| Course Producer | Lauren Jacobson | WDI Instructor | John Master |
| | | WDI Instructor | Ali Spittel |

## WDI, UXDI & DSI ACADEMIC CALENDAR/CLASS SCHEDULES

| Course | Dates | Times |
|---|---|---|
| Web Development Immersive | 8/27/2018 - 11/16/2018 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 10/8/2018 - 1/04/2019 | Monday - Friday, 9 AM - 5 PM |
| Web Development Immersive | 12/10/2018 - 3/19/2019 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 9/17/2018 - 11/23/2018 | Monday - Friday, 9 AM - 5 PM |
| User Experience Design Immersive | 12/10/2018 - 2/22/2019 | Monday - Friday, 9 AM - 5 PM |
| Data Science Immersive | 7/30/2018 - 10/22/2018 | Monday - Friday, 9 AM - 5 PM |
| Data Science Immersive | 11/5/2018 - 2/08/2019 | Monday - Friday, 9 AM - 5 PM |

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Brigitta McKinlay                                                                     August 10, 2018

Meg Nieslanik                                                                         August 10, 2018

Paul Gleger                                                                           August 10, 2018

# APPENDIX D: SPECIFIC DISCLOSURES REQUIRED BY THE CALIFORNIA BUREAU FOR PRIVATE POSTSECONDARY EDUCATION

## FACULTY

General Assembly employs both full-time and part-time faculty. Biographies for all faculty teaching upcoming courses are available under the course description on GA's website.

The following faculty will be teaching courses in January 2018. Additional faculty will be hired throughout the year.

| Instructor | Course | Degree | Institution | # of years experience |
|---|---|---|---|---|
| **San Francisco** | | | | |
| Alyssa Ackerman | DMC | | U of Michigan | 5 years' of industry experience |
| Sophia Aladenoye | DMC | | University of Pennsylvania | 18 years' of industry experience |
| Nathan Allen | WDI | Bachelor of Arts, English Literature | Kenyon College | 3 years' experience in Web Development |
| Avand Amiri | FEWD | Bachelor's Degree, Computer Science | DePaul University | 4 years' experience in Web Development |
| Joe Anastasio | UXC | | Marymount & Stanford | 20 years' of industry experience |
| Joe Anhalt | DMC | | DePaul University | 5 years' of industry experience |
| Alexis Baum | UXD | Bachelor of Arts, Logic | Smith College | 5 years' experience in User Experience Design |
| Joe Bliss | JSC | | Colgate | 6 years' of industry experience |
| Jennifer Bricker | DAC | | George Washington University | 10 years' experience in industry |
| Carly Bruce | UXC | | The Art Institute of California-San Diego | 2 years' of industry experience |
| Stephany Cardet | HCD | | Academy of Art University | 6 years' of industry experience |
| Justin Castilla | WDI | - | University of San Francisco | 5 years' experience in Web Development |
| Ravi Chandrasekaran | ANA | Bachelor of Science, Biology, Mathematical and Computational Sciences | Stanford University | 15 years' experience in Analytics |
| Barbara Donnini | DAC | | Penn State | 5 years' of industry experience |
| Leslie Douglas | DGM | B.S., Marketing | University of Maryland | 8 years' experience in Digital Marketing |
| Jennifer Dumpert | UXD | Bachelor of Arts, Humanities | York University | 10 years' experience in User Experience Design |
| Jason Early | UXC | | Illinois State University | 15 years' experience in industry |
| Cory Fauver | WDI | Master of Science, Education | University of Pennsylvania | 1 years' experience in Web Development |
| Alexis Finch | UXD | Bachelor of Arts, Anthropology and Masters in Advertising | University of Chicago, DePaul University | 9 years' experience in User Experience Design |
| Josh Hamilton | ANA | Masters, Applied Statistics | University of Alabama | 9 years' experience in Analytics |
| Sarah Holden | FEWD | | | 4 years' experience in Web Development |
| Jessica Huang | UXD | Bachelor of Arts, Foreign Language, Creative Writing | Sarah Lawrence College | 5 years' experience in User Experience Design |

| Margaret Huang | HCD | | NYU | 2 years' of industry experience |
|---|---|---|---|---|
| John Humbracht | HCD | | Robert Morris College | 5 years' of industry experience |
| Thomas Johnson | DAC | | North Carolina State | 5 years' of industry experience |
| Kiefer Katovich | DSI | Masters of Science, Psychology | Stanford University | 5 years' experience in Data Science |
| Arthur Law | UXD | Bachelor of Applied Science, Systems Design Engineering | University of Waterloo | 12 years' experience in User Experience Design |
| Daniel Léon | DAC | | Lehigh University | 10 years' experience in industry |
| Billie Mae | UXDI | Bachelor of Arts, International Relations | Stanford University | 14 years' experience in User Experience Design |
| Kiri Martin | UXC | | Pratt Institute | 9 years' of industry experience |
| Beverly May | PDM | Bachelor of Arts, English | University of Toronto | 10 years' experience in User Experience Design |
| John McSwain | JSC | | Georgia Institute of Technology | 6 years' of industry experience |
| Timm Michaud | JS | - | Bradley University | 15 years' experience in Web Development |
| Rob Montrone | DAC | | Columbia | 15 years' experience in industry |
| Carrie Murray | DMC | | Villanova University | 15 years' experience in industry |
| Carey Nadeau | DAC | | MIT | 8 years' of industry experience |
| Sonyl Nagale | JSC | | Iowa State | 10 years' experience in industry |
| Clay Newton | UXD | Bachelor of Arts, Studio Art | University of California, Davis | 11 years' experience in User Experience Design |
| Anthony Ng | JSC | | Baruch College | 1 year experience in industry |
| Madeline O'Moore | HCD | | NYU | 3 years' of industry experience |
| Brad Radle | UXC | | Western Carolina University | 4 years' of industry experience |
| Jonathan Remulla | UXD | Bachelor of Fine Arts, Graphic Design and New Media | University of San Francisco | 14 years' experience in User Experience Design |
| Steve Ryan | UXC | | Penn State | 2 years' of industry experience |
| Julian Scharman | DGM | Bachelor of Science, College of Media | University of Illinois at Urbana-Champaign | 8 years' experience in Digital Marketing |
| Angela Schmidt | UXC | | University of Michigan | 5 years' of industry experience |
| Briana Severson | DMC | | NYU | 9 years' of industry experience |
| Arun Sood | FEWD | Bachelor of Science, Biology | University of California, Santa Barbara | 5 years' experience in Web Development |
| Shawn Sprockett | VIS | BA, International Relations, Film Studies, Art | Flordia International University | 7 years' experience in Visual Design |
| Semhal Tekeste | DMC | | George Mason University | 6 years' of industry experience |
| Ilias Tsangaris | WDI | Degree in Finance and Marketing | McGill University | 3 years' experience in Web Development |
| Brianna Veenstra | WDI | Bachelor of Science, Digital Media | MIT | 1 years' experience in Web Development |
| Vivek Venkatraman | VIS | Bachelors of Business Administration, Marketing; advertising coursework | Texas A&M Universtiy | 4 years' experience in Visual Design |
| Sasha Vodnik | JS | B.A., French Language & Literature, English | Boston University | 6 years' experience in Web Development |
| Jessica Wallner | DMC | | Emerson & NYU | 3 years' of industry experience |

| | | | | |
|---|---|---|---|---|
| Dylan Watt | JSC | | University of Maine | 5 years' of industry experience |
| Jean Weatherwax | "WDI | Master of Science, Analogue and Digital Integrated Circuit Design | Imperial College, London | 1 years' experience in Web Development and Android Development |
| ADI" | | Bachelor of Science, Multimedia Studies: Graphic Design | Northeastern University | 6 years' experience in User Experience Design |
| Sarah Wohl | UXD | Masters of Science, Experimental Psychology | University of San Francisco State | 24 years' experience in User Experience Design |
| Susan Wolfe | UXDI | Bachelor of Arts, Modern Music/Music Performance | University of Alaska, Anchorage | 4 years' experience in Data Science |
| David Yerrington | DSI | Master of Science, Theoretical Physics | National Research Nuclear University | 16 years' experience in Data Science |
| Leonid Zhukov | DAT | Bachelor of Arts, Computer Science | University of California, Santa Cruz | 16 years' experience in Data Science |
| Alessandro Gagliardi | DAT | Masters of Science, Physics | University of Padua | 10 years' experience in Data Science |

**Santa Monica**

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|---|---|---|---|---|
| Jill DaSilva | UXDI | Bachelor of Arts, Sociology | Kentucy Weslyan College | 15 years experience in user experience design |
| Julian Scaff | UXDI | Bachelor of Arts, Media Studies | Pitzer College | 15 years experience in user experience design |
| Grant Roy | WDI | Bachelor of Science, Applied Math | California State University, Fullerton | 3 years experience in web development |
| Lorin Thwait | WDI | Bachelor of Science, Electrical Engineering | University of Arizona | 10 years experience in web development |
| Zach Johnson | WDI | Bachelor of Arts, Economics | University of Utah | 3 years experience in web development |
| Skot Carruth | UXD | Bachelor of Arts, Communications and Media Studies | UCLA | 10 years experience in user experience design |
| Ethan Tabor | FEWD | Bachelor of Arts, Motion Pictures / Film | Academy of Art University | 14 years experience in web development |
| Kameron Zach | FEWD | Bachelor of Arts, Video Production | Webster University | 5 years experience in web development |
| Daniel Wilhelm | WDI | Bachelor of Science, Computer Engineering | Purdue University | 3 years experience in web development |
| Micah Rich | WDI | Bachelor of Arts, Digital Media and Graphic Design | Otis College of Art and Design | 3 years experience in web development |
| Stanley Yang | WDI | Bachelor of Arts, Business Administration | UC Riverside | 3 years experience in web development |
| Jimmy Garzon | WDI | Bachelor of Science, Electrical Engineering | University of Illinois at Urbana-Champaign | 3 years experience in web development |

**Downtown LA**

| | | | | |
|---|---|---|---|---|
| Aaron Davis | WDI | Bachelor of Arts, Graphic Design | Minneapolis College of Art and Design | 4 years' experience in Web Development |
| Greg Buckner | WDI | Bachelor of Business Administration, Finance, Investment, Banking | University of Wisconsin-Madison | 3 years experience in web development |
| Stephanie Boultinghouse | DGM | Bachelor of Arts, Marketing | Baker College | 15 years experience in Digital Marketing |
| Uzair Hussain | PM | Bachelor of Arts, Biological Sciences | University of Illinois at Chicago | 3 years experience in Product Management |

## INTERNATIONAL STUDENTS AND ENGLISH LANGUAGE SERVICES

General Assembly does not offer visa services to prospective students from other countries or English language services. General Assembly also does not vouch for student status or any associated charges. General Assembly does not offer English as a Second Language instruction. All instruction occurs in English. English language proficiency is documented by:

1.  the admissions interview; and

2.  receipt of prior education documentation as stated in the admission policy; and

3.  receipt of Test of English as a Foreign Language (TOEFL) examination score of an 80 or better for the Internet-based test and 550 or better for the paper-based test.

## NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND EARNED AT OUR INSTITUTION

The transferability of credits you earn at General Assembly is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution is 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 General Assembly to determine if your certificate will transfer.

## HOUSING

General Assembly does not assume responsibility for student housing, does not have dormitory facilities under its control, and does not offers student housing assistance. According to rentals.com, in San Francisco, CA and Santa Monica, CA rental properties start at approximately $1,500.00 per month.

## STUDENT TUITION RECOVERY FUND

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 program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and

2.  Your total charges are not paid by any third-party payer such as an employer, government program 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 program, or

2.  Your total charges are paid by a third party, such as an employer, government program 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 programs who are California residents, or are enrolled in a residency programs attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the 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 program 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 this 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.

## CONSUMER INFORMATION

As a 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.

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, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

# APPENDIX E

## TUITION DISCOUNT & SCHOLARSHIP CHART

| | Tuition Discount or Scholarship Amount | Eligibility Criteria | Application Instructions |
|---|---|---|---|
| **Alumni Discount** | Depending on the course taken and the course sought after Alumni can receive anywhere from $75 to $2000 off | Apply for a different, additional General Assembly program after graduating from one in the past. | Provide copy of Certificate of Comple- tion to Admissions Agent |
| **Staff Discount** | Any part-time, online, or CWE Course for free | All staff are eligible for this benefit after 6 months of employment with General Assembly | Employment verified through internal HR |
| **Faculty Discount** | GA Classes & Workshops: A - - 50% Discount, or B -- Unlimited free Classes & Workshops GA Part-Time Courses: C -- $400 tuition credit (1 credit per course) D -- $200 tuition credit for up to 5 friends & family (one time use for each). E -- 2 Free | Part-Time Instructors: A,C,D Instructional Associate (Part-time or Im- mersive): A,C Contract Immersive Instructor: Instructional Lead: B,C,D Full-Time Lead: B,D,E Circuits Instructors: A,C,D Eligible for this benefit after 6 month of employment with General Assembly | Employment verified through Regional or School Director |
| **Community Tuition Discount** | $100 for part-time online programs $200 for part-time on-campus programs $500 for full-time programs | Nomination by a member of General Assem- bly's full-time staff or Program faculty | Referral by a GA employee or teacher to Admissions Agent |
| **Need-based Scholarships** | Covers full costs of eligible programs | Admitted students who fulfill all scholarship requirements, and are selected by a commit- tee using an assessment rubric | Visit the Opportunity Fund website to access the application: generalassemb.ly/opportunity-fund |
| **Career Tracks Discount** | $375 for two 10-week online courses $300 for one 10-week and one 5- or 6- week online course | Students must enroll in one of three online career tracks: Front-End Coder Track, Prod- uct Designer Track, or Digital Marketer Track | Visit the Career Tracks website to access the application: https://learn.generalassemb.ly/not-a-school-tracks/ |
| **Veterans Discount** | $100 for circuits courses $200 for part-time programs $500 for full-time programs | Members of the United States Armed Forces, National Guard and Reserves. | Submit one military document verifying your status (copy of DD214, copy of current military ID, or .mil or .gov email address) to an Admissions Agent. |
| **Prepay Discount\*** | $450 for full-time programs | Full-time students must select a paid-in-full plan and pay their tuition and fees by the earlier of A) 2 weeks from when EA is sent or B) 2 weeks prior to course start date. | Select the paid-in-full plan and speak with an Admissions Agent. |

*For Washington D.C. students, final payment is not due until 7 days after the course start date.

# APPENDIX F

General Assembly courses fall into the following U.S. Department of Labor Standard Occupational Classification Codes:

| | |
|---|---|
| Android Development Immersive | 15-1132.00 |
| Cybersecurity for Developers | 15-1134.00 |
| Data Analytics | 15-1199.08 |
| Data Analysis Circuit (Online) | 15-1199.08 |
| Data Science | 15-2041.00 |
| Data Science Immersive | 15-2041.00 |
| Digital Marketing | 11-2021.00, 15-1199.10, 11-2011.00, 11-2011.01, 13-1161.00 |
| Digital Marketing Circuit (Online) | 11-2021.00, 15-1199.10, 11-2011.00, 11-2011.01, 13-1161.00 |
| Front-End Web Development | 15-1134.00 |
| HTML, CSS & Web Design Circuit (Online) | 15-1134.00 |
| iOS Development Immersive | 15-1132.00 |
| JavaScript Development | 15-1134.00 |
| JavaScript Circuit (Online) | 15-1134.00 |
| Product Management | 15-1199.09 |
| Python Programming | 15-1199.09 |
| React Development | 15-1134.00 |
| User Experience Design | 27-1021.00, 27-1024.00, 27-1029.00, 17-2112.01 |
| User Experience Design Circuit (Online) | 27-1021.00, 27-1024.00, 27-1029.00, 17-2112.01 |
| User Experience Design Immersive | 27-1021.00, 27-1024.00, 27-1029.00, 17-2112.01 |
| Visual Design | 27-1024.00, 27-1019.00, 27-1014.00, 27-1011.00 |
| Web Development Immersive | 15-1134.00 |
| Web Development Immersive Remote (Online) | 15-1134.00 |

# APPENDIX G

This school is licensed under Chapter 28C.10 RCW; Inquiries or complaints regarding this or any other private vocational school may be made to the Workforce Training and Education Coordinating Board at:

Workforce Training and Education Coordinating Board
128 - 10th Avenue Southwest
Olympia, Washington 98504
360-709-4600

Web: wtb.wa.gov.
E-mail address: pvsa@wtb.wa.gov.