

**Redwood Code Academy**  
**2850 Red Hill Ave #130, Santa Ana, CA 92705**  
**Office: (714) 716-2128**  
**[www.redwoodcodeacademy.com](http://www.redwoodcodeacademy.com)**

**Catalog of Courses**  
**January 1, 2019 to December 31, 2019**

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## **Institutional Mission and Objectives**

Redwood Code Academy is founded with the purpose to educate, develop and mentor the next generation of software development professionals. Our mission is to provide education in modern, in demand skills in the software development industry. Our primary objective is to graduate students who have developed the intellectual, analytical and critical abilities needed to enter the industry as entry level software developers and encourage a commitment to pursue lifelong learning. We do this through a culture and a learning environment that fosters competence, respect and excellence.

## **Catalog Update Policy**

The policy of this institution is to update the official school catalog annually, in January of each year. Annual updates may be made by the use of supplements or inserts accompanying the catalog. If changes in educational programs, educational services, procedures, or policies required to be included in the catalog by statute or regulation are implemented before the issuance of the annually updated catalog, those changes shall be reflected at the time they are made in supplements or inserts accompanying the catalog.

## **Policy – Distribution of This Catalog and Program Brochures**

This institution makes its current catalog and current program brochures available to the public at no charge. Individuals who wish to obtain a copy can make arrangements by simply calling the school's office.

## **Instructional Location**

Redwood Code Academy  
2850 Red Hill Ave #130  
Santa Ana, CA 92705

## **BPPE Approval**

This institution is a private institution approved to operate by the California Bureau for Private Postsecondary Education. (BPPE) Approval to operate means the institution is compliant with minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of title 5 of the California code of Regulations.

## **Financial Stability – Bankruptcy History**

This institution has not had a pending petition in bankruptcy, is not operating as a debtor in possession and has not filed a bankruptcy petition within the preceding five years nor has had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under chapter 11 of the United States Bankruptcy Code

## **Review Documents**

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.

## **Description of the Facilities & Type of Equipment Used for Instruction**

The school is located on the first floor of a two story stand alone building in a light industrial business park in the city of Santa Ana. The school facility is approximately 3,300 square feet with sufficient parking available in the front of the building. The administrative area is divided into a reception area, one administrative office. Restrooms are available in the building. Instruction is provided in the primary classroom. At the present time the computer classroom is equipped with modern and currently in use systems including laptops, a projector and standard peripherals.

## **Library Resources**

No formal library is needed to meet the instructional needs of the students. General library materials would not be compatible with the objectives of this program as the acquisition of specialized knowledge and hands-on-skills are the essential elements for completion of the programs offered. Learning resources provided include access to periodicals and access to specially selected internet sources of information which support the learning objectives of the programs offered. Student may access learning resources by asking any staff member during normal business hours. Staff members are also available to provide research assistance.

## **Questions**

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capital Oaks Dr., #400 Sacramento, CA 95833, P.O. Box 980818, West Sacramento, CA 95798, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll free telephone number (888) 370-7589 Fax (916) 263-1897

## **Complaints**

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

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

The transferability of credits you earn at Redwood Code Academy is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the Full Stack Immersion 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 are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Redwood Code Academy to determine if your certificate will transfer.”

## **Admissions Policies & Recognition of Credits**

- Student must have graduated from high school, or earned a GED.
- Student must pay all applicable fees, as per the current published fee schedule at the time of the signing or entering into an enrollment contract or make other arrangements acceptable to the school.
- This institution does not award credit for satisfactory completion of CLEP or other comparable examinations. This institution does not award credit for experiential learning.
- No Ability to Benefit Students will be admitted. .
- This institution has not entered into an articulation or transfer agreement with any other institution.

## **Visa Related Services**

This institution does not admit students from other countries, so no visa related services are offered.

## **LANGUAGE PROFICIENCY**

The following apply to students for whom English is not their primary language and will be taught in English

For a student whose high school or equivalent coursework was not completed in English, and for whom English was not a primary language, the student must attain qualifying score of 97 on the CELSA. This requirement does not apply to students who have received their high school diploma or the equivalent at an academic institution which has provided the instruction in the English language. Similarly, this requirement does not apply to students who have completed coursework, in English, at the college level.

## **Language of Instruction**

Instructions will be given in no language other than English.

## **English as a Second Language Instruction**

This institution does not provide ESL instruction.

## **Accreditation Status**

This institution is not accredited by an accrediting agency recognized by the United States Department of Education. These programs do not lead to licensure in California or other states. A student enrolled in an unaccredited institution is not eligible for federal financial aid.

## **STRF Disclosure**

### **Student Tuition Recovery Fund Disclosures.**

"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 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."

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

### **Privacy Act**

It is this institution's intent to carefully follow the rules applicable under the Family Education Rights and Privacy Act. It is our intent to protect the privacy of a student's financial, academic and other school records. We will not release such information to any individual without having first received the student's written request to do so, or unless otherwise required by law.

### **Student Conduct**

Students are expected to behave professionally and respectfully at all times. Students are subject to dismissal for any inappropriate or unethical conduct or for any act of academic dishonesty. Students are expected to dress and act accordingly while attending this institution. At the discretion of the school administration a student may be dismissed from school for reasons including, but not limited to:

- Coming to class in an intoxicated or drugged state.
- Possession of drugs or alcohol on campus.
- Possession of a weapon on campus.
- Behavior creating a safety hazard to other person(s).
- Disobedient or disrespectful behavior to other students, an administrator or instructor.
- Stealing or damaging the property of another.

Any students found to have engaged in such conduct will be asked to leave the premises immediately. Disciplinary action will be determined by the Chief Executive Officer of this institution and such determination will be made within 10 days after meeting with both the chair of the department in which the student is enrolled and the student in question.

### **Nondiscrimination Policy**

This institution is committed to providing equal opportunities to all applicants to programs and to all applicants for employment. Therefore, no discrimination shall occur in any program or activity of this institution, including activities related to the solicitation of students or employees on the basis of race, color, religion, religious beliefs, national origin, sex, sexual orientation, marital status, pregnancy, age, disability, veteran's status, or any other classification that precludes a person from consideration as an individual. Please direct any inquiries regarding this policy, if any, to the Chief Operations Officer who is assigned the responsibility for assuring that this policy is followed.

## **Academic Freedom**

Redwood Code Academy is committed to assuring full academic freedom to all faculty. Confident in the qualifications and expertise of its faculty members, the college encourages its faculty members to exercise their individual judgments regarding the content of the assigned courses, organization of topics and instructional methods, providing only that these judgments are made within the context of the course descriptions as currently published, and providing that the instructional methods are those official sanctioned by the institution, methods for which the institution has received oversight approval.

Redwood Code Academy encourages instructors and students to engage in discussion and dialog. Students and faculty members alike are encouraged to freely express views, however controversial, as long as they believe it would advance understanding in their specialized discipline or sub-disciplines.

## **Sexual Harassment**

This institution is committed to providing a work environment that is free of discrimination, intimidation and harassment. In keeping with this commitment, we believe that it is necessary to affirmatively confront this subject and express our strong disapproval of sexual harassment. No one associated with this institution may engage in verbal abuse of a sexual nature; use sexually degrading or graphic words to describe an individual or an individual's body; or display sexually suggestive objects or pictures at any facility or other venue associated with this institution. Students are responsible for conducting themselves in a manner consistent with the spirit and intent of this policy.

## **Student's Right to Cancel**

The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. The institution shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250).

A notice of cancellation shall be in writing, and a withdrawal may be effectuated by the student's written notice to the school administrative office, 2850 Red Hill Ave. #130, Santa Ana, CA 92705 or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.

The institution shall issue a refund for unearned institutional charges if the student cancels an enrollment agreement or withdraws during a period of attendance. The refund policy for students who have completed 60 percent or less of the period of attendance shall be a pro rata refund. The institution shall pay or credit refunds within 45 days of a student's cancellation or withdrawal.

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

## **Refund Policy**

A pro rata refund pursuant to section 94910(c) or 94920(d) or 94927 of the code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student calculated as follows:

The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.

No refunds are due once the student has received 60% of the clock hours of instruction in any given period of attendance. For purposes of determining a refund, a student shall be considered to have

withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in this institution's catalog.

If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

This institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled.

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 Capital Oaks Dr., #400 Sacramento, CA 95833, P.O. Box 980818, West Sacramento, CA 95798, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll free telephone number (888) 370-7589 or by fax (916) 263-1897

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 or by completing a complaint form, which can be obtained on the bureau's Internet Web site [www.bppe.ca.gov](http://www.bppe.ca.gov).

### **Policies and Procedures Regarding Financial Aid**

The school does not participate in either State or Federal financial aid programs, nor does it provide financial aid directly to its students. A student enrolled in an unaccredited institution is not eligible for federal financial aid programs.

### **Loan Repayment**

If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.

### **Financial Aid Disclosures**

No financial aid is offered.

### **Attendance Policy – All Programs**

Students are required to attend more than 90% of the scheduled sessions throughout the entire program. When a student falls below 90% attendance they will be given a verbal warning by their instructor and they will be placed on probation for the remainder of the program. The student will be notified of their probation status and they will be required to meet with the Chief Academic Officer. Students who arrive to class more than 10 minutes after the class is scheduled to commence will receive an unexcused absence for that class period, subject to review by the instructor



## **Grades and Standards for Student Achievement - Satisfactory Progress**

Grades are awarded on a pass / fail basis. Checklists are used by instructors to record student acquisition and mastery of assorted skills. Students must achieve a “pass” rating on all quizzes and skill demonstrations.

**Grading Policy for Pass/Fail Standards on Quizzes:** All students will be required to achieve a cumulative score of 80% on all quizzes in order to qualify to take the final exam.

**Pass / Fail Standard on Tests:** All students will be required to score an 80% or higher to qualify for a completion certificate.

**Pass / Fail Standards on Skills Examinations:** All students will be required to hand in a completed weekly skills course evaluation sheet prior to taking the final skills exam. All students must have passing marks on all skills in order to qualify to take the final skills exam. The weekly skills course evaluation sheets must be signed and dated by an instructor for each skill attempted. Passing or failing marks on weekly skills are evaluated by the student’s cognitive understanding of the skills and achievement of the skills psychomotor objectives. All students will be required to pass the final skills examinations with 90% proficiency. The standard of 90% proficiency will be graded by evaluation and monitoring of skill time limits and critical criteria for each skill.

**Makeup Procedures for Quizzes and Tests:** All students will be allowed 5 (five) makeup quizzes. Makeup’s are only for quizzes that were graded below the 80% pass requirement. Quiz make ups will be given 0/5 hours before class begins on any day prior to the final skills testing. Only one Quiz can be taken on any given day. All students will be allowed 1 (one) makeup final exam. The makeup final written exam will not be re-administered on the same day as the failed final exam. The written final makeup exam must, however, be taken no later than 14 days after the original failed final exam was administered.

If the student has not completed the coursework and earned a grade at the end of the program, the instructor may issue one of the following grades.

**I Incomplete** If the program has not been completed, the instructor may grant an I on a two-month extension of the term, at no additional tuition cost, when the student is making satisfactory progress and the instructor believes that an extension of time will permit satisfactory completion. At the end of this period, a final grade must be recorded.

**W Withdraw** The student may withdraw from any program before the end of the term. At the end of the term, the instructor may withdraw the student from the program and issue a W when the instructor believes the student's progress is insufficient to warrant an extension. A student who withdraws or is administratively withdrawn must retake the course and is responsible for a new tuition payment for that course of study.

## **Student Services**

This institution does not provide orientations, airport reception services, housing assistance or other services. Further, this institution maintains a focus on the delivery of educational services. Should a student encounter personal problems which interfere with his or her ability to complete coursework, this institution will provide assistance in identifying appropriate professional assistance in the student’s local community but does not offer personal counseling assistance.

## **Placement Services**

This institution does not provide placement assistance.

## **Academic Probation and Dismissal Policies**

The Chief Academic Officer may place a student on academic probation if the student is not making satisfactory academic progress as per this institution's published policy. The student's grade point average will be monitored at the end of each enrollment period as the grades are posted. Should the student's GPA fall below that required for graduation, a student may be placed on academic probation. This will result in a formal advisory, which will be sent to the student by mail, explaining the reason for the probation. If the student wishes to appeal the formal advisory, the student is to submit a written request for an administrative academic review to the school main campus:

Redwood Code Academy  
2850 Red Hill Ave. #130, Santa Ana, CA 92705

After the completion of the currently enrolled term, the student will have two additional terms to bring his or her grade point average up to or exceeding the minimum standard of the institution. Thereafter, the student's failure to achieve satisfactory academic progress may result in dismissal from the program. The Chief Academic Officer will offer assistance in locating a suitable tutor, should such service be requested by the student. Any student seeking a tutor is financially responsible for the cost of all such tutoring.

Violations of the Harassment or Discrimination Policy of this institution will become part of the student's record. Depending on the severity and/or frequency of the violation(s), the Faculty may take disciplinary action, including administrative withdrawal from the University. A student who has become subject to disciplinary action may submit an appeal to the Chief Academic Officer per the University's Grievances policy.

## **Leaves of Absence**

Should circumstances be such that a leave of absence is to be requested, a student must submit an application for a leave of absence to the main campus:

Redwood Code Academy  
2850 Red Hill Ave. #130, Santa Ana, CA 92705

The written notice must contain a statement of the nature of the request. At the discretion of the Chief Academic Officer, a leave may be granted for a reasonable time, as warranted by the circumstances. If a student repeatedly resorts to the use of a leave of absence, and if such applications show a pattern of delays, or should the issuance of a leave of absence be such that it would significantly interfere with the planned completion of a program of study, the Chief Academic Officer may, in his/her sole discretion, dismiss a student from the program and issue the appropriate refunds as may be required.

## **Student Grievance Procedures – Student Rights**

Most problems or complaints that students may have with the school or its administrators can be resolved through a personal meeting with the student's instructor or a counselor. If, however, this action does not resolve the matter to the satisfaction of the student, he/she may submit a written complaint to the main campus:

Redwood Code Academy  
2850 Red Hill Ave. #130, Santa Ana, CA 92705

The written complaint must contain a statement of the nature of the problem, the date the problem occurred, the names of the individuals involved, copies of documents if any, which contain information regarding the problem, evidence demonstrating that the institution's complaint procedure was properly followed, and the student's signature. The student can expect to receive a written response within ten business days. Student's rights are set forth at various places in this catalog. Contact the school director if you require additional information.

Complaint procedures  
Right to Cancel

Student Tuition Recovery Fund  
 Notice Concerning Transferability of Credits  
 Student Grievance Procedures  
 Student Rights to Inspect Records and Obtain Transcripts  
 Non-Discrimination Policy  
 Academic Freedom  
 Sexual Harassment

**Student Housing**

**This institution has no responsibility to find or assist a student in funding housing.**

This institution does not operate dormitories or other housing facilities. This institution does not provide assistance nor does it have any responsibility to assist students in finding housing. Housing in the immediate area is available in two story walkup and garden apartments. Monthly rent for a one bedroom unit is approximately \$1,200 a month. ([www.apartmentguide.com](http://www.apartmentguide.com))

**Student Records and Transcripts**

Student records for all students are kept for five years. Transcripts are kept permanently. Students may inspect and review their educational records. To do so, a student should submit a written request identifying the specific information to be reviewed. Should a student find, upon review, that records that are inaccurate or misleading, the student may request that errors be corrected. In the event that a difference of opinion exists regarding the existence of errors, a student may ask that a meeting be held to resolve the matter. Each student's file will contain student's records, including a transcript of grades earned. The first copy of the official transcript is provided at no charge. Subsequent copies are available upon advance payment of the transcript fee of \$25.00 for two copies. Transcripts will only be released to the student upon receipt of a written request bearing the student's live signature. No transcript will be issued until all tuition and other fees due the institution are paid current.

**Professions – Requirements for Eligibility for Licensure**

None of the educational services offered lead to occupations that require licensure.

**Charges: Tuition & Fees**

All fees are subject to change from time to time, without notice.

Program Name	Tuition	Registration Fee	STRF	Books & Materials	Total Program Charges
Full Stack Immersion	\$13,250	\$250	\$0	\$0	\$13,500
<b>TOTAL CHARGES FOR CURRENT PERIOD OF ATTENDANCE</b>					\$13,500
<b>ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM</b>					\$13,500

**Faculty**

**Paul Epps**

Paul Epps has over 25 years of experience working in the technology field developing and implementing software. Paul also has experience as a professional instructor, coach and mentor. Paul has a Master of Science in Computer Science from the University of Southern California.

## Programs

### Full Stack Immersion

Full stack immersion is a full-time, 12-week intensive full-stack software development bootcamp located in Orange County, CA. Technologies taught include HTML, CSS, JavaScript (Including React and Angular), .NET, C# and SQL. Full stack immersion covers full stack software development, with a focus on web application but also includes mobile applications, desktop applications and cloud services. The program focuses on real world skills training by helping students learn the fundamentals of full stack development, work in teams to build a portfolio and gain the skills necessary to interview and land that dream job.

This program is developed with the purpose to educate, develop and mentor the next generation of software development professionals. Our mission is to provide education in modern, in demand skills in the software development industry. Our primary objective is to graduate students who are ready to enter the industry as entry level software developers. We do this through a culture and a learning place that fosters competence, respect and excellence.

- Total Clock Hours 480 Hours
- No Externship or Internship is required
- Graduation Requirements A student must complete all prescribed courses and earn a grade of “pass”.
- Final Tests or Exams Students are evaluated through written and performance assessments.
- This educational program is designed to prepare students for employment under these SOC codes  
 15-1132 Software Applications Engineers  
 15-1130 Software Developers and Programmers  
 15-1132 Software Developers, Applications

Module Name	Description & Objectives	Hours
Web Development Basics	In this module the student will learn the basics of web development including HTML, CSS, JavaScript, Bootstrap and jQuery Objective <ul style="list-style-type: none"> <li>• Gain the fundamental skills necessary to create basic dynamic websites</li> </ul>	80
Web Development with React	In this module the student will learn how to use React in combination with the basic web development skills. Objectives <ul style="list-style-type: none"> <li>• Gain the skills necessary to create a full CRUD or other type of website using React</li> </ul>	80
Backend Development Basics	In this module the student will learn how to code backend and server side applications including the back end of web applications. Using C# and the .NET platform along with SQL Server Objectives <ul style="list-style-type: none"> <li>• Gain the skills necessary to be a competent developer using the C# language and the .NET platform</li> </ul>	160
Mobile and Cloud Development	In this module the student will learn how to create applications in the cloud as well as for mobile platforms such as Android and iOS. Objectives	40

	<ul style="list-style-type: none"> <li>• Gain the skills necessary to take advantage of platforms such as Azure, Android and iOS</li> </ul>	
Advanced Full Stack Development	<p>In this module the student will learn some advanced techniques for development that include ideas like dependency injection, micro services, multi threading, Node.js, task runners and embedded development.</p> <p>Objectives</p> <ul style="list-style-type: none"> <li>• Gain skills to go beyond the basics and enable quick growth in the job market.</li> </ul>	80
Career Preparation	<p>In this module the student will learn how to prepare your resume, online presence and interview skills for success in finding work and keeping it.</p> <p>Objectives</p> <ul style="list-style-type: none"> <li>• Gain the skills necessary to land your first software development job and to stand out among the crowd before and after the crucial interviews.</li> </ul>	40

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