

January 1,2020 - December 31, 2020 (5,CCR 71810(b)(1))

LEARNINGFUZE STUDENT CATALOG

Business address & location of classes:

9200 Irvine Center Drive

Suite 150 & 200

Irvine, Ca 92618

Phone: 949-679-7699

Website: www.learningfuze.com

Email: Support@learningfuze.com

(CEC 94909(a)(1))

(CEC 9409(a)(4))

Update: 12/1/2021

LearningFuze Catalog will be updated yearly June
(5,CCR 71810(a))

INSTITUTION INFORMATION

LearningFuze Catalog

LearningFuze will provide a PDF copy of the catalog to any prospective student upon receiving an enrollment agreement and is available on our website at www.learningfuze.com on the homepage under Regulatory.

(CEC 9409(a))

Mission and Purpose

We offer web development or Data Science courses in a collaborative, motivating, and immersive environment. Our course objectives will revolve around hands-on projects and building that will prepare you to compete for jobs in the marketplace. Our teaching philosophy incorporates projects and fundamentals first, simulated work environments, and rapid failure progression to gradually become a proficient web developer or data scientist. (5, CCR 71810 (b)(2))

- Provide top-level technical instruction
- Teach students the practical skills needed to create, problem solve and flourish
- Provide instruction for students to gain the practical skills necessary to enter the industry professionally

Academic Programs

Full Immersion Coding Bootcamp

Length of Program	560 Classroom Hours over 14 Weeks
Location	9200 Irvine Center Drive, Irvine Ca
Hours	10:00 am - 6:00 pm Monday- Friday *lunch & breaks taken throughout the day
Total Program Commitment	560 Hours over 14 Weeks
(SOC) Standard Occupational Class	Web Developer 15-1254 code

Enrollment/Program Agreement Period-Start Date (mm/dd/yyyy) _____

Scheduled Enrollment/Program Completion Date (mm/dd/yyyy) _____

- Requirements to complete: Complete 15 assigned skill assessments, participate in 2 LearningFuze hackathons, & complete final project approved by LearningFuze administration.

****Please Note:** There is a substantial outside work component in the LFZ Prep Course & Full Immersion Coding Bootcamp Course.

Itemization & Total Tuition Fees

<input type="checkbox"/> Registration Fee LFZ Prep (non refundable)	\$0
<input type="checkbox"/> Web Development Prep Course (free if enrolled in prep)	\$95.00
<input type="checkbox"/> Registration Fee Full Immersion Coding Bootcamp (non refundable)	\$250.00
<input type="checkbox"/> Full Immersion Coding Bootcamp Course Tuition	\$14,995
<input type="checkbox"/> Equipment (student to provide own laptop)	\$0.00
<input type="checkbox"/> Student Tuition Recovery Fund Fee (\$0.00 for every \$1,000 institutional charges)	\$0.00 Non-Refundable
<input type="checkbox"/> Scholarships/Discounts	\$(TBD) memo _____

Please Note: The registration Fee & any amount paid into the Student Tuition Recovery Fund Fee are non-refundable

TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE \$ _____

ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM \$ _____

TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT \$ _____

THE STUDENT IS RESPONSIBLE FOR THIS AMOUNT. IF YOU GET A LOAN, YOU ARE RESPONSIBLE FOR REPAYING THE LOAN AMOUNT PLUS ANY INTEREST, LESS THE AMOUNT OF ANY REFUND. PLEASE NOTE LEARNINGFUZE DOES NOT PARTICIPATE IN THE FEDERAL STUDENT AID PROGRAM.

Full Immersion Coding Bootcamp

Description & Course Objectives

The LearningFuze full-stack curriculum is a 14 week course, specifically covering the most relevant and critical technologies in the marketplace which results in students acquiring a true depth of understanding that is crucial to a new developer. It is a project-oriented curriculum where you will have the opportunity to create different projects to include in your portfolio of work to show potential employers or to launch you into your dream start-up.

Our full-immersion coding bootcamp course is a 14-week intensive that teaches front-end and back-end subjects like HTML5, CSS3, JavaScript, React.js, Node.js, PostgreSQL, Data Structures, Algorithms, HTML, CSS, Git/GitHub, Command Line and others.

Our Full Immersion Training Course objectives revolve around hands-on coding projects and building viable web applications that will give you the skills for development jobs in the marketplace. The Developer Bootcamp is modeled after our teaching philosophy which incorporates projects and fundamentals first, simulated work environments, and rapid failure progression to gradually become a proficient developer.

Instructional mode or methods:

LearningFuze students have the following online options for learning materials/ connection to instructors and students:

- LearningFuze Student portal: custom curated collection of tutorials, exercises, proprietary prototypes, proprietary videos
- GitHub account (coding repository for project collaboration)
- Slack for staff and student instant messaging communication

Standards for Student Achievement

Students are evaluated based on satisfactory completion of exercises assigned. If an exercise isn't completed or has too many errors it will be returned to the student to be redone. In addition, students are given assessment periodically throughout the program. The goal of the assessment is to gauge knowledge for the benefit of the student and the staff and pass with 80%.

At the successful completion a student will receive a completion certificate that they have met guidelines for completion in this course.

Full Immersion Coding Bootcamp

Sequence & frequency of class sessions:

Monday-Friday 10am- 6pm

- 10am-1:30pm Morning Exercises
- 1:30pm-2:30pm Lunch
- 2:30pm-6:00pm Afternoon Exercises

Equipment used during the educational program

- The program provides training in hands-on computer labs and lecture classrooms. Students are required to provide their own laptop computers. LearningFuze provides (in-person at no cost to the students an LCD screen. Internet connection is provided and printers are accessible to students.

Faculty Qualifications

- The full immersion coding bootcamp course is conducted by a team of experienced web developers.

Projection Number of Students

- LearningFuze projects to instruct 180 students in the year following the submission of the application. The projection is based on the history of enrollment.

Completion Requirements

- Students are evaluated based on satisfactory completion of their portfolio of projects as determined by the program. In addition, students are given assessment periodically throughout the program. The goal of the assessment is to simply gauge knowledge for the benefit of the student and the staff.
- Students are passed or failed based on completion of assessments, projects, collaboration on team projects as well as completing an approved portfolio of projects at the conclusion of the program. At the successful completion a student will receive a completion certificate that they have met guidelines for completion in this course.
- Minimum Total Clock Hours: **560 contact hours**
- Approximate number of Weeks: **14 Weeks**
- Complete assigned skill assessments, participate in LearningFuze hackathon, complete final project & have it approved by career services

Academic Programs

Part -Time Coding Bootcamp

Length of Program	3 Modules
Location	Live Online Class
Hours	6:30pm-9:30pm Mon, Tue & Thur
Total Program Commitment	126 Hours over 14 Weeks (per module)
(SOC) Standard Occupational Class	Web Developer 15-1254 code

Itemization & Total Tuition Fees

<input type="checkbox"/> Registration Fee LFZ Prep Course (non refundable)	\$0
<input type="checkbox"/> LFZ Prep Course free to enrolled student	\$95.00
<input type="checkbox"/> Registration Fee Part -Time Full Immersion Coding Bootcamp (non refundable)	\$250.00
<input type="checkbox"/> Part-Time Full Immersion Coding Bootcamp Course Tuition (Per Module)	\$4295.00
<input type="checkbox"/> Equipment (student to provide own laptop)	\$0.00
<input type="checkbox"/> Student Tuition Recovery Fund Fee (\$0.50 for every \$1,000 institutional charges)	\$0.00 Non-Refundable
<input type="checkbox"/> Scholarships/Discounts	\$(TBD) see memo _____

<u>TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE</u>	<u>\$ _____</u>
<u>ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM</u>	<u>\$ _____</u>
<u>TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT</u>	<u>\$ _____</u>

Completion Requirements

Students are evaluated based on satisfactory completion of their portfolio of projects as determined by the program. In addition, students are given assessment periodically throughout the program. The goal of the assessment is to simply gauge knowledge for the benefit of the student and the staff.

At the successful completion a student will receive a completion certificate that they have met guidelines for completion in this course.

Complete assigned skill assessments, participate in LearningFuze hackathons, complete final project & have it approved by career service.

Part -Time Coding Bootcamp

Course Objectives

Module 1	Fundamental HTML, Fundamental CSS, JavaScript, Git/GitHub,Bootstrap, Command Line Tools
Module 2	OOP, HTTP, AJAX, APIs,ES6+, Advanced JS, Command Line, Node.js, NPM, Express, PostgreSQL
Module 3	ES6+, React, Redux, React Router, Webpack, NPM, Firebase, DAta Structures and Algorithms, Portfolio, Career Services

- Hands-on coding projects and building viable web applications that will give you the skills for development jobs in the marketplace.
- Our teaching philosophy incorporates projects and fundamentals first, simulated work environments, and rapid failure progression to gradually become a proficient developer.

Instructional mode or methods:

LearningFuze students have the following online options for learning materials/ connection to instructors and students:

- LearningFuze Student portal: custom curated collection of tutorials, exercises, proprietary prototypes, proprietary videos
- GitHub account (coding repository for project collaboration)
- Slack for staff and student instant messaging communication

At the successful completion a student will receive a completion certificate that they have met guidelines for completion in this course

Web Development Prep Course

Length of Program	2 Weeks
Location	Live Online Class
Hours	7:00 pm-9:30 pm Tuesday & Thursday 10:00 am - 2:30 pm Saturday
Total Program Commitment	30 Clock Hours over 2 weeks
(SOC) Standard Occupational Class	This is an introductory course to prepare a student for the full-immersion course.

Itemization & Total Tuition Fees

<input type="checkbox"/> Registration Fee LFZ Prep (non refundable)	\$0
<input type="checkbox"/> LFZ Prep Course Tuition	\$95.00
<input type="checkbox"/> Equipment (student to provide own laptop)	\$0.00
<input type="checkbox"/> Student Tuition Recovery Fund Fee (\$0.50 for every \$1,000 institutional charges)	\$0.00 Non-Refundable
<input type="checkbox"/> Scholarships/Discounts	\$0.00 see memo _____

TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE \$ _____
ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM \$ _____
TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT \$ _____

The **Web Development Prep Course** is a 2-week, part-time (in-class or remote) web development training program focused on the core skills important to building dynamic applications. This course is a required step toward preparing for the Full-Immersion and Part-Time programs, and a career in development. Requirements to complete this course include completing all assignments and submitting them by the due date.

Web Development course is built for beginners who want an introduction on how to learn to code and are considering a career path as a professional developer.

Web Development Prep Course

Course Objectives

Learn and leverage the power of HTML, CSS and JavaScript to make dynamic websites and applications. You will be introduced to key fundamental concepts such as HTML syntax, CSS syntax, CSS selectors, JavaScript variables, JavaScript functions, JavaScript objects, JavaScript conditionals, JavaScript loops, and more. You will learn through doing in a project-oriented environment where you will create cool and functional applications!

Required Materials

- Students must provide a Laptop & be 18 years old

Completion Requirements

Students are evaluated based on satisfactory completion of their portfolio of projects as determined by the program. In addition, students are given assessment periodically throughout the program. The goal of the assessment is to simply gauge knowledge for the benefit of the student and the staff.

Facilities

The program provides training in hands-on computer labs and lecture classrooms. Students are required to provide their own laptop computer. Students attending class at the LearningFuze facility have access to a LCD screen. Internet connection is provided and printers are accessible to students.

- LearningFuze is located at 9200 Irvine Center Drive, Suite 200 & 150, Irvine, Ca 92618. The facility is approx. 7000 sq feet of classroom/ student lounge area.
- The in- person programs are taught in an open classroom environment enabling large class discussion as well as small work-study groups.
- Remote courses are taught in a live virtual classroom enabling large class discussion as well as small work-study groups.
- LCD projectors, whiteboards & shared computer screens utilizing Zoom or Google Hangouts are utilized in instruction of the class. Students attending class at campus have access to desks, couches, and a conference room to work individually or small or large groups.
- LearningFuze is equipped with a refrigerator, microwave & filtered water system for the students to use. Students are free to choose their seats.
- Students have access to both instructor and teaching assistants during class time.(5,CCR 71810(b)(9))

Capacity

Class Size

The number of students in a typical class is 16. LearningFuze has a number of instructors to help to provide educational support in addition to the instructor.

Accreditation

LearningFuze is not accredited by an accreditation body recognized by the U.S Department of Education and is not eligible for federal financial aid programs

Bureau For Postsecondary Education (BPPE)

LearningFuze is a private institution that is approved to operate by the Bureau for Postsecondary Education (BPPE). Approval to operate means the institution is 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 the California Code of Regulations. BPPE is an agency responsible for granting authority to operate and provide oversight of California's private postsecondary educational institutions.(CEC 9409(a)(2) & CEC94897(l)(1)(2))

"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
1747 N Market Blvd Ste 225
West Sacramento, CA 95798-0818
Phone: 888-370-7589 or by fax 916-263-1897
Website: www.bppe.ca.gov."

Enrollment Process & Registration

*Full-Immersion Coding Bootcamp (all courses) & Part-Time Full Immersion Coding Bootcamp

Prospective students should follow these steps

1. Register for an [Info Session](#)
2. Sign up for the [LFZ Prep Course](#) or [Intro to Data Science](#)
No prerequisites for prep course & free if you attend an info session
3. [Apply](#) to your Course
4. Schedule your interview
5. Take the technical assessment (after completing the prep course)
6. Coordinate with admission counselor about next steps

Admissions Requirements/ Languages

For All Programs

1. All applicants must have a high school diploma or equivalent & must be able to provide proof if requested by the institution.
2. LearningFuze does not accept students under the Ability-to-Benefit pathway.

3. The prerequisite for LearningFuze's Full Immersion Coding Bootcamp is completing the enrollment process & registration.
4. LearningFuze *does not* offer English as a Second language instruction. All instruction will be in English and English fluency is required. "The student must have the ability to read and write English at the level of a graduate of an American high school as demonstrated by the possession of a high school diploma or equivalent.
5. Students must own their own laptop.

Financing, Financial Aid & Method of Payment

Financing Options

LearningFuze has a number of financing options to consider

1. [Ascent](#) is a 3rd party lender we have partnered with to facilitate funding.
2. ISA (Income Share Agreement) - please contact [Bill Cunningham](#) for more information

Method of Payment

Payment may be made by check, Visa or Mastercard. Tuition will be adjusted for students eligible for a scholarship and or any discounts available.

Financial Aid

LearningFuze currently does not participate in federal or state financial aid programs. CEC 9409(a)(10))

Loans

If a student receives a loan to pay for the educational program, the student will be responsible to repay the full amount of the loan plus interest, less the amount of any refund. If the student has received federal student aid funds, the student is entitled to a refund of the monies not paid from the federal financial aid funds. CEC 94909(a)(11))

Private Loans

Private loans may be available for students from lenders. Private loans have fixed or variable interest rates and repayment schedules. Students should research the total cost of any private loan and understand the fees, penalties associated with it before entering into a contract.

Student Tuition Recovery Fund (STRF)

Student Tuition Recovery Fund

1. Pursuant to 76215(a) A qualifying institution shall include the following statement on both its enrollment agreement and school catalog:

“The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if 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.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.”

Pursuant to 76215(b) In addition to the statement required under subdivision (a) of this section, a qualifying institution shall include the following statement in its school catalog:

“It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 N Market Blvd., Suite 225, Sacramento, CA 95834, (916) 574-8900 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by

Student Tuition Recovery Fund (STRF)

the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.

4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

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

Students Right to Cancel/ Refund Policy

Refund Policy

Students have the right to cancel the enrollment agreement and obtain a refund to include the institutional charges minus the \$250 non-refundable deposit through attendance at the first class session or the seventh day after enrollment, whichever is later. All refunds will be paid within 45 days of withdrawal. All withdrawals must be submitted in writing to support@learningfuze.com. (CES 9409(a)(8)(B))

Per California law:

If you withdraw, you will receive a prorated 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 don't complete the entire course. The date of the student's withdrawal will be the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.

Cancellation/Withdrawal Cancellation:

A student may cancel a course, without any penalty or obligation, through attendance at the first class session or seven days after enrollment, whichever comes later. Cancellation is effective when a student provides a written notice of cancellation in writing and can be delivered by email to support@learningfuze.com, in person or mail.

- LearningFuze will refund the student any money paid, less registration/application fee within 45 days after the cancellation notice was received.
- Withdrawal: A student may withdraw from the school at any time after the cancellation period. Please see the refund policy below. Withdrawal of a student may occur from a student's request or the institution.
- The student may withdraw by submitting a letter in writing to support@learningfuze.com, by mail, or in person.

LearningFuze may terminate the student's enrollment for failure to abide by the rules and regulations, excess of absences set by LearningFuze guidelines and/or failure to meet financial obligations in the enrollment agreement.

Notice Concerning Transferability of Credits & Credentials Earned at our Institution

“NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION”

“The transferability of credits you earn at LearningFuze 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 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 LearningFuze to determine if your certificate will transfer.”

(CEC 94909(a)(15))

LearningFuze does not accept transfer credit earned at other institutions and does not have an articulation or transfer agreement with any other college or university. LearningFuze does not accept transfer credit through challenge examinations and achievement tests.

(CeC 94909(a)(8)(A) and 5,CCR 71770)

LearningFuze courses are not credit-bearing. LearningFuze does not accept hours or credit from other institutions through transfer of credit, challenge examinations, achievement tests, or experiential learning. Courses taken at LearningFuze are unlikely to count as transfer credit at another institution.

Policies Regarding Articulation, Prior Learning Assistance & International Student Visas

- LearningFuze has not entered any articulation or transfer agreement with any other college or university.
- LearningFuze does not award credit for prior experiential learning.
- Currently, LearningFuze does not provide student visa services

Students Rights

The US constitution guarantees the most important basic rights which every student should understand before enrolling in our program. In addition to these, students have the following rights:

- Students have the right to equal opportunity education and non-discrimination based on sex, race, color, religion, ancestry, national origin, disability, medical condition, genetic information, marital status, sexual orientation or other categories protected by law of the states in which we operate.
- Students have the right to cancel or withdraw from their course, per LearningFuze's Cancellation, Withdrawal and Refund Policy.
- Students have the right to file a grievance, per LearningFuze's Grievance Procedure.

Sexual Harassment and Misconduct Policy

LearningFuze seeks to ensure that no students or employees are excluded from participation, or denied the benefits of, any LearningFuze program or activity on the basis of sex. Members of LearningFuze's community have a right to be free from sexual harassment, violence and gender-based harassment. Please note sexual harassment can take on many forms including but not limited derogatory comments as well as unwelcome compliments. We encourage every student to report any issue they feel is disturbing to them. When an allegation of sexual misconduct is investigated, and a responding community member is found to have violated an applicable federal, state, or local law or ordinance/regulation or to have engaged in other inappropriate conduct, discipline or corrective measures may be imposed.

Purpose

LearningFuze has established the procedures outlined in this Policy for the purposes of:

- (1) educating and promoting awareness of LearningFuze's policies against sexual harassment and misconduct;
- (2) provide all members of LearningFuze's community with a process for promptly reporting any concerns regarding potential sexual harassment or related inappropriate conduct; and
- (3) provide guidelines for prompt and effective responses to any reports of sexual harassment.

Notice of Non-Discrimination

Policy Statement

LearningFuze is committed to providing a learning environment free of unlawful harassment. LearningFuze prohibits sexual harassment and harassment based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age for individuals

over 40 years of age, military and veteran status, sexual orientation, or any other basis protected by federal, state, or local law or ordinance or regulation. All such harassment will not be tolerated. LearningFuze will respond promptly and effectively to reports of Sexual Misconduct as defined herein and will take appropriate action to prevent, to correct, and when necessary, to discipline behavior that violates this Policy.

Scope of Policy

This policy applies regardless of the complainant's or respondent's sexual orientation, sex, gender identity, age, race, nationality, religion or ability. LearningFuze's anti-harassment policy applies to all persons involved in the operation of LearningFuze and prohibits unlawful harassment and retaliation by any student or employee of LearningFuze and/or any other third party or guest doing business or providing services on campus (e.g. contractors and vendors). LearningFuze also prohibits unlawful harassment based on the perception that anyone has any of those characteristics, or is associated with a person who has or is perceived as having any of those characteristics. Conduct by a LearningFuze employee that constitutes Sexual Misconduct in violation of the Policy is considered to be outside the normal course and scope of employment.

Prohibited Acts

LearningFuze strives to provide an educational, employment, and business environment free of all forms of sex discrimination, including, but not limited to unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications constituting Sexual Misconduct as defined in this Policy, the Employee Handbook, and otherwise prohibited by federal, state, or local law or ordinance or regulation.

Harassing Behavior

Harassing behavior includes, but is not limited to:

- Verbal conduct such as threats, epithets, derogatory comments, inappropriate compliments or slurs;
- Visual conduct such as derogatory posters, photographs, cartoons, drawings, or gestures;
- Physical conduct such as assault, unwanted touching, or blocking normal movement;
- Retaliation for reporting harassment or threatening to report harassment.

Gender Identity or Sexual Orientation Discrimination

Harassment that is not sexual in nature but is based on gender, gender identity, sex or gender stereotyping, or sexual orientation is also prohibited by LearningFuze's non-discrimination policies if it denies or limits a person's ability to participate in or benefit from the education programs, employment, or services. While discrimination based on these factors may be distinguished from sexual harassment, these types of discrimination may contribute to the creation of a hostile work or academic environment. Thus, in determining whether sexual

harassment exists, LearningFuze may take into account acts of discrimination based on gender, gender identity, sex or gender stereotyping, or sexual orientation.

Reporting Discrimination, Harassment, and Retaliation

LearningFuze's complaint procedure provides for an immediate, thorough, and objective investigation of any claim of unlawful or prohibited discrimination, harassment, or retaliation; appropriate action against one found to have engaged in any such conduct; and, appropriate remedies for any victim of any such conduct. A claim of discrimination, harassment, or retaliation may exist even if the student has not lost some academic or economic benefit. Complaints received will be treated confidentially, to the extent possible; responded to in a timely fashion; investigated promptly; documented and tracked to ensure reasonable progress; met with appropriate and prompt corrective remedial action where misconduct is found, and afforded a timely closure, and not result in any retaliation against the complainant or any participant in the investigation.

If you believe you have been the victim of discrimination, harassment, or retaliation at LearningFuze, or if you are aware of such unlawful or prohibited conduct of others, you should contact Monique Cunningham (Program Coordinator) as soon as possible in writing or in-person. If you request complete confidentiality please direct message Monique via slack and an appropriate meeting time/place will be scheduled. If you provide a written complaint, it should be as detailed as possible including the names of individuals involved, the names of any witnesses, direct quotations when language is relevant, and any documentary evidence (notes, pictures, cartoons, et cetera).

Academic Standards & Standards of Student Achievement

Grading System

Students assessment will occur at regular intervals during the course usually multiple times a day. Each student will submit work that has been assigned directly to the instructor where the instructor grades and gives personalized feedback to each student. If changes are required for the work that has been submitted the student is required to resubmit the work within 24 hours. A score of at least 70% is required to move on to the next exercise.

Student Records

LearningFuze will maintain copies of the student's financial ledger, an academic transcript, and completion certificates indefinitely. All other student records will be retained for five years.

Certificate of Completion

Students will receive a Certificate of Completion when they have completed all the program requirements. A graduate must have successfully completed all course objectives and have satisfied all financial obligations.

Leave of Absence

Students may submit a written request for leaves of absence. Requests will be considered and such leaves may be granted at the discretion of the school.

Student Conduct

LearningFuze is a company focused on providing an environment conducive to learning. Students are expected to behave in a manner of integrity, honesty and mutual respect. Students may be asked to leave if they are disruptive to the class. Examples of disruptive behavior include but are not limited to, illegal activities, aggressive behavior, violating class standards set by the staff. Students may also be asked to withdraw for academic violations, per LearningFuze academic violation policy.

Student Services

Academic Advising

Students may request academic advising or the instructor may suggest academic advising when a need is identified. A student may request academic advising through their instructor or CAO Tim Davis. Academic advising requests should be submitted in writing through email.

Unlawful Retaliation

LearningFuze encourages all students to immediately report, in writing or in person, any incidents of discrimination, harassment, or any other type of unlawful conduct in the school to Monique Cunningham so that complaints can be quickly and fairly resolved. LearningFuze will not retaliate against any student for making or filing a complaint, or for offering evidence, statements, or testimony in support of any complaint. In addition, LearningFuze will not knowingly tolerate or permit retaliation by management, employees, or other students. All incidents of prohibited discrimination, harassment, or retaliation that are reported will be investigated. LearningFuze will immediately undertake or direct an effective, thorough, and objective investigation of the allegations. The investigation will be completed and a determination regarding the reported prohibited conduct will be made and communicated to the student who complained and to the accused harasser(s).

If LearningFuze determines that prohibited conduct has occurred, LearningFuze will take effective commensurate remedial action to address the circumstances. Appropriate and reasonable action will also be taken to deter any future prohibited conduct. If a complaint of prohibited conduct is substantiated, appropriate action will be taken. The student who complained will be advised whether LearningFuze has substantiated the complaint and taken remedial measures. The student who complained will not, however, be advised of the nature of any remedial measures taken.

Student Conduct

LearningFuze is a company focused on providing an environment conducive to learning. Students are expected to behave in a manner of integrity, honesty and mutual respect. Students may be asked to leave if they are disruptive to the class. Examples of disruptive behavior include but are not limited to, illegal activities, aggressive behavior, violating class standards set by the staff. Students may also be asked to withdraw for academic violations, per LearningFuze academic violation policy.

Student Services

Student Grievance Procedure (5,CCR 71810(b)(14))

If at any time at LearningFuze a student feels their rights have been violated, they can file a grievance by emailing monique.cunningham@learningfuze.com. We would like to hear from students about any problems that arise, and anyway we can improve and make their time here more enjoyable. Students may also contact state regulators with any grievances. Regulatory information is provided at the end of this catalog.

Students should follow these guidelines when filing a concern:

LearningFuze will attempt to resolve any problem promptly as possible

(a) Who Should you speak with at LearningFuze

- Students should discuss the concern directly with their instructor if it is an academic matter. Any grievances regarding harassment in any form should be immediately discussed with Monique Cunningham in person or in writing. In the event the students concern is with the instructor and academic in nature, the student should discuss their concern with Bill Cunningham.
- LearningFuze has an open door policy. At any time the student may discuss any concern with Bill or Monique Cunningham.

(b) 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 completing the complaint form, which can be obtained on the bureau's website www.bppe.ca.gov.

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(CEC9409(a)(3)C))

Distance Learning LearningFuze instigated remote learning due to COVID 19. All of our distance learning courses are conducted in a live classroom through Zoom. All materials will be sent via email within 12 hours of enrolling. Please note all courses are conducted in real time and not pre-recorded and class attendance is mandatory. Students will receive course materials 3 business days prior to the first live online class. Remember these courses are live online and any work assigned will be due within 24 hours and returned with assessment within 24 hours of receipt.

No Retaliation Policy

LearningFuze will not retaliate against any individual who makes a complaint or report of discrimination.

Student Services/Information

Student Housing

(5,CCR 71810 (b)(13)(A)(B)(C))

(A) LearningFuze does not have dormitory facilities under its control.

(B) There are a number of apartments located within a short distance to the facility. The approximate cost of housing for a one-bedroom apartment per month would range from \$1200-\$1600. The average cost to rent a room would cost \$800 per month. LearningFuze will provide a list of these apartments upon request. It is the student's responsibility to research housing and determine acceptable housing if they choose.

(C) LearningFuze has no responsibility to find or assist a student in finding housing.

LearningFuze does not offer housing however can offer a list of apartments close to the facility for the student to investigate.

Employment Services (5,CCR 71810 (b)(12))

The LearningFuze team is committed to seeing students take control of their career by providing structure and guidance for tracking their job search, preparing necessary job search materials and identifying employment opportunities. LearningFuze works to connect graduates to opportunities in the employment market through commercial job boards, referrals, select recruiters, periodic hiring events, employer site tours and Meetup networking opportunities. Job search support is provided to students that opt-in to the service by meeting specific requirements:

- Complete technical resume
- Complete LinkedIn profile
- Utilize application provided to students
- Successfully complete project portfolio
- Participation in all soft skills workshops (i.e. mock interviews, whiteboard interviews) and employment prep presentations

Per the student agreement, LearningFuze does not guarantee employment or compensation. (CEC94909(a)(13))

Student Services/Information

Student Records

(5,CCR 71810 (b)(15))

LearningFuze will maintain copies of student's financial ledger, an academic transcript, and completion certificates indefinitely. All other student records will be retained for five years.

-Students may view their own academic records and should contact the program director to request a copy.

-LearningFuze will take reasonable steps to protect the privacy of personal information contained in student records

-LearningFuze is responsible for and maintains and retains all records required by The California Private Postsecondary Education Act of 2009 (the Act). Student records required by the Act are maintained in the state of California, and stored in digital software in a manner secure from damage or loss.

Types of documents contained in student files

- Student agreement and all documents associated with enrollment
- Student assessments
- Copy of certificate earned if applicable
- Records of financial payments & invoices

Student files are kept in a locked file cabinet at the facility 9200 Irvine Center Drive #200 as well as scanned and imported onto an external hard drive. The procedure for safekeeping includes scanning and backing up on a hard drive.

Learning Resources/Library (5,CCR 71810(b)(10))

Students will be given online profiles and access to learning materials when accepted to the program and be provided a class contact list where students can contact/collaborate with each other.

LearningFuze students have the following online options for learning materials/ connection to instructors and students:

- LearningFuze Student Channel: custom curated collection of tutorials, exercises, proprietary prototypes, proprietary videos
- GitHub account (coding repository for project collaboration)
- Slack for staff and student instant messaging communication
- VS Code editor
- MAMP: test code via a local server

Student Services/Information

Students have access to use, borrow any hard copy learning resources in the campus library. The library area is located in the LearningFuze facility and available to all students during business hours. Library information may be borrowed by a student at no cost by checking out the material with the instructor.

Required Study Time:

Additional outside study and practice time apart from the regular classroom will be required in order to be successful in this program. The amount of time will vary with a student's individual skill level.

Changes in Programs or Policies

LearningFuze has the right to make reasonable changes in program content, materials, in the interest of improving the program due to industry changes or professional requirements or when state law requires it.

Attendance Policy

Students are required to attend all classes and the school keeps a record of attendance. LearningFuze understands emergencies occur but all work must be made up and the student is required to complete missed work to keep pace with the cohort. Students who have been excessively absent may be withdrawn. Students should contact the instructor for any planned absences. CEC 94909(a)(8)(D))

Probation and Dismissal

LearningFuze does not provide a probation option. Our students' success is a top priority. Students not meeting academic standards will be evaluated on an individual level and appropriate plan put in place.

Disclosures

"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
1747 N Market Blvd Ste 225

West Sacramento, CA 95798-0818

Phone: 888-370-7589 or by fax 916-263-1897

Website: www.bppe.ca.gov."

(CEC 9409(a)(3)(A))

Student Services/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.”

LearningFuze is registered in the state of California as LearningFuze LLC. It holds a business license in the City of Irvine, CA. This business was established to meet the needs of the web development technical community in the Orange County area.

“This institution does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition in bankruptcy within the preceding five years, and has not had a petition of bankruptcy filed against it within the preceding five years that resulted in reorganization under chapter 11 or the United States Bankruptcy Code (11 U.S.C Sec 1101 ,et seq.) (CEC 94909(a)(12))”

LearningFuze Ownership

LearningFuze is a LLC registered in the state of California

LearningFuze LLC operates at the following location and all courses are conducted:
9200 Irvine Center Drive
Suite 150 & 200
Irvine, Ca 92618

Catalog Certification

LearningFuze LLC is a private company. LearningFuze certifies that the information contained in this publication is current and correct, subject to change without notice

Hours of Operation:

LearningFuze is open

9:00 am - 7:00 pm M- Th

9:00 am - 6:00 pm Friday

10:00 am - 4 pm Saturday

Administrators & Instructors

NAME	JOB	Qualification
Bill Cunningham	CEO/ Administrator	MBA Pepperdine
Tim Davis	Chief Academic Officer / Senior Instructor/Full Immersion	10+ years web Development experience, Previous teaching experience
Scott Bowler	Senior Instructor/ Part-Time Program	6+ years web development experience
Brett Albright	Instructor	3+ years web development experience
Tim Horist	Instructor	3+ years web development experience
Cody Miller	Instructor	3+ years web development experience, 8+ years previous teaching experience
Zia Khan	Data Scientist	20+ years professional experience
TJ Kinion	Career Services /Corporate Outreach	Previous employment recruiter,
Monique Cunningham	Program Coordinator/Administrative assistant	5+ years administration experience
Cassandra Cheung	Program Coordinator/Career Services	2+ year administration experience