

January 1, 2024 - December 31, 2024 (5,CCR 71810(b)(1))

LEARNINGFUZE LLC STUDENT CATALOG

Business address & location of classes:

LearningFuze LLC
9200 Irvine Center Drive
Suite #200
Irvine, CA 92618
Phone: (949) 679-7699
Classes are located at
the business address.

Website: www.learningfuze.com

Email: support@learningfuze.com

(CEC 94909(a)(1))

(CEC 9409(a)(4))

Update: 11/21/2024

LearningFuze Catalog will be updated yearly

(5,CCR 71810(a))

1. Institutional 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 and Data Science courses in a collaborative, motivating, and immersive environment. Our course objectives revolve around building hands-on projects that will prepare you to compete for jobs in the marketplace.

Our teaching philosophy incorporates projects and fundamentals in a simulated work environment by learning through exercises 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

Projected Number of Students

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

2. Academic Programs

LearningFuze LLC currently offers the following approved programs with the Bureau for Private Postsecondary Education (BPPE):

- Web Development Full Time
- Web Development Part Time
- Data Science Part Time

2.1 Web Development Full-Time Course

Length of Program

Minimum Total Clock Hours:	560 Classroom Hours
Approximate # of weeks:	18 Weeks
	- 14 weeks full time coding instruction
	- 4 weeks focused job search support

Location 9200 Irvine Center Drive, #200 Irvine CA

Class Time (PST) 9:00 am - 5:00 pm Monday - Friday
*lunch & breaks taken throughout the day

Total Program Commitment 560 Hours over 18 Weeks

(SOC) Standard Occupational Class Web Developer 15-1254 code

Itemization & Total Tuition Fees

☐ Registration Fee (non-refundable)	\$250.00
☐ Web Development Full Time Tuition	\$17,500
☐ Equipment (student to provide own laptop)	\$0.00
☐ Student Tuition Recovery Fund Fee	\$0.00
Non-Refundable (\$2.50 for every \$1,000)	
☐ Scholarships/Discounts	- \$ _____
Memo: _____	

<u>TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE</u>	<u>\$ 17,500</u>
<u>ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM</u>	<u>\$ 17,500</u>
<u>TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT</u>	<u>\$ 17,500</u>

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

THE STUDENT IS RESPONSIBLE FOR THIS AMOUNT. IF YOU GET A LOAN TO PAY FOR AN EDUCATIONAL PROGRAM, YOU ARE RESPONSIBLE FOR REPAYING THE FULL AMOUNT OF THE LOAN PLUS ANY INTEREST, LESS THE AMOUNT OF ANY REFUND. IF THE STUDENT RECEIVES FEDERAL STUDENT FINANCIAL AID FUNDS, THE STUDENT IS ENTITLED TO A REFUND OF THE MONEYS NOT PAID FROM FEDERAL FINANCIAL AID FUNDS. PLEASE NOTE LEARNINGFUZE DOES NOT PARTICIPATE IN THE FEDERAL STUDENT AID PROGRAM.

****Please Note:** There may be an outside work component in this course. This will include any coursework

assigned during class that was not completed during class or any practice assignments to deepen understanding of class concepts. The instructor will clearly indicate what assignments are due for outside class study and how to access them.

Description

The LearningFuze Web Development Full-Time Course is an intensive program that teaches front-end and back-end subjects to prepare students to become full stack engineers. The course consists of 14 weeks of web-development curriculum, followed by 4 weeks of focused career services support, totaling 18 weeks.

Our program covers 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.

Course Objectives

Junior (Weeks 1-7)	Git/GitHub, Command Line Tools, Java Script Fundamentals, HTML, CSS Dom Manipulation, Hackathon, Typescript, Unit Testing, Junior Frontend Project
Senior (Weeks 8-14)	React.js, Advanced Typescript, Node.js, Express.js, PostgreSQL, Data Structures, Algorithms, Senior Project
Career Focus (Weeks 15-18)	Resume, Linkedin, Behavioral Mock Interview, Technical Mock Interview, Networking, Career Workshops

- Our objectives revolve around hands-on coding projects and building viable web applications that will give students the skills for development jobs in the marketplace.
- Our teaching philosophy incorporates projects and fundamentals first in simulated work environments to support students in gradually becoming proficient developers.

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 videos
- GitHub account: Coding repository for project collaboration

- Slack: For staff and student instant messaging communication
- LearningFuze development environment: Test code via a local server

Sequence & Frequency of Class Sessions

Monday - Friday 9 am - 5 pm

- 9:00 am - 12:30 pm Morning Exercises
- 12:30 pm - 1:30 pm Lunch
- 1:30 pm - 5:00 pm Afternoon Exercises

Breaks taken throughout the day

- Optional office hours offered Monday, Wednesday, Friday
 - Monday: 5:30 pm - 6:30 pm PST
 - Wednesday: 6:30 pm - 7:30 pm PST
 - Friday: 6:30 pm - 7:30 pm PST

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.

Faculty Qualifications

- The Web Development Full-Time course is taught by a team of experienced instructors. All of our instructors have professional experience as software engineers and experience teaching or mentoring adult learners.
- More information about each of our instructors can be found in Section 23. Administrators & Instructors of this catalog.

General Information

- There is no final test or examination for the Web Development Full-Time course.
 - The completion and approval of the final senior project by the instructor is the completion requirement for the course.
- There are no internships or externships required for this course.

Completion Requirements

- Students are evaluated based on satisfactory completion of assignments & projects as determined by the program instructor.
 - 90% of all assignments must be completed to successfully complete the course.
 - Technical Requirements:
 - There are 2 main projects students must successfully complete during the course in addition to smaller code exercises assigned by the instructor:
 - Junior Project: Must deploy, at minimum, 1 feature, no bugs, clean code
 - Senior Project: Must deploy, at minimum, 2 features, no bugs, clean code
- Deploy means: making software available to be used on a system by users and other programs.

- Career Readiness Requirements:
 - LinkedIn Reviewed and Edited
 - Resume Reviewed and Edited
 - Completed 1 Behavioral and 1 Technical Mock interview
- Students must attend 85% or more of class to pass
- Refer to *Section 14. Academic Standards & Standards of Student Achievement* for specific definitions for “passing” and “failing” grades
- Minimum Total Clock Hours: **560 classroom hours**
- Approximate number of Weeks: **18 Weeks**

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

2.2 Web Development Part-Time Course

Length of Program (2 modules)

Minimum Total Clock Hours: 342 Total Hours
- Module 1: 171 Hours
- Module 2: 171 Hours

Approximate # of Weeks: 38 Weeks Total
- Module 1: 19 weeks
- Module 2: 19 weeks

Location 9200 Irvine Center Dr. #200 Irvine CA

Class Time (PST) 6:30 pm - 9:30 pm Mon, Tue, & Thur

Total Program Commitment 342 Hours over 38 weeks. 2 Modules in total

(SOC) Standard Occupational Class Web Developer 15-1254 code

Itemization & Total Tuition Fees

☐ Registration Fee (non refundable)	\$250.00
☐ Web Development Part Time Tuition	\$17,500
☐ Equipment (student to provide own laptop)	\$0.00
☐ Student Tuition Recovery Fund Fee	\$0.00
Non-Refundable (\$2.50 for every \$1,000)	
☐ Scholarships/Discounts	
Memo: _____	- \$ _____

TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE \$ 17,500

ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM \$ 17,500

TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT \$ 17,500

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

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.

****Please Note:** There may be an outside work component in this course. This will include any coursework assigned during class that was not completed during class or any practice assignments to deepen understanding of class concepts. The instructor will clearly indicate what assignments are due for outside class study and how to access them.

Description

The LearningFuze Web Development Part-Time Course is an intensive program that teaches front-end and back-end subjects to prepare students to become full-stack engineers. The course consists of 3 modules, each 12 weeks in length.

Our program covers 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.

Course Objectives

Junior (Weeks 1-19)

Git/GitHub, Command Line Tools, Java Script Fundamentals, HTML, CSS
Dom Manipulation, Hackathon, Typescript, Unit Testing, Junior Frontend Project

Senior (Weeks 20-28)

React.js, Advanced Typescript, Node.js, Express.js, PostgreSQL, Data Structures, Algorithms, Senior Project

- Our objectives revolve around hands-on coding projects and building viable web applications that will give students the skills for development jobs in the marketplace.
- Our teaching philosophy incorporates projects and fundamentals first in simulated work environments to support students in gradually becoming proficient developers.

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
- LearningFuze development environment: Test code via a local server

Sequence & Frequency of Class Sessions

3 days a week: Monday, Tuesday, Thursday
6:30-9:00 PM (Pacific Time)

- 6:30-8:00 Instruction, Practice Exercise, Q&A
- 8:00-8:20 Break
- 8:20-9:00 Instruction, Practice Exercise, Q&A
- Optional office hours offered Monday, Wednesday, Friday
 - Monday: 5:30 pm - 6:30 pm PST
 - Wednesday: 6:30 pm - 7:30 pm PST
 - Friday: 6:30 pm - 7:30 pm PST

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.

Faculty Qualifications

- The Web-Development Part-Time course is taught by a team of experienced instructors. All of our instructors have professional experience as software engineers and experience teaching or mentoring adult learners.
- More information about each of our instructors can be found in Section 23. Administrators & Instructors of this catalog.

General Information

- There is no final test or examination for the Web Development Part-Time course.
 - The completion and approval of the final senior project by the instructor is the completion requirement for the course.
- There are no internships or externships required for this course.

Completion Requirements

- Students are evaluated based on satisfactory completion of assignments & projects as determined by the program instructor.
- 90% of all assignments must be completed to successfully complete the course.
- Technical Requirements:
 - There are 2 main projects students must successfully complete during the course in addition to smaller code exercises assigned by the instructor:
 - Junior Project: Must deploy, at minimum, 1 feature, no bugs, clean code
 - Senior Project: Must deploy, at minimum, 2 features, no bugs, clean code
 Deploy means: making software available to be used on a system by users and other programs.
- Career Readiness Requirements:
 - LinkedIn reviewed and Edited
 - Resume Reviewed and Edited
 - Completed 1 Behavioral and 1 Technical Mock interview
- Students must attend 85% or more of class to pass

- Refer to *Section 14. Academic Standards & Standards of Student Achievement* for specific definitions for “passing” and “failing” grades
- Minimum Total Clock Hours: **171 Per Module, 342 in Total**
- Approximate number of Weeks: **19 Weeks Per Module, 38 in Total**

2.3 Data Science Full-Time Course

Length of Program (2 Modules)

Minimum Total Clock Hours: 336 Total Hours
- Module 1: 168 Hours
- Module 2: 168 Hours

Approximate # of Weeks: 24 Weeks
- Module 1: 12 Weeks
- Module 2: 12 Weeks

Location 9200 Irvine Center Drive #200, Irvine CA

Class Time (PST) 6:00 pm - 9:30 pm Mon, Tues, Wed, Thurs

Total Program Commitment 336 Total Hours over 24 weeks. 2 Modules in total

(SOC) Standard Occupational Class Data Scientist 15-2051 code

Itemization & Total Tuition Fees

☐ Registration Fee (non refundable)	\$250.00
☐ Data Science Part Time Tuition	\$14,250
☐ Equipment (student to provide own laptop)	
☐ Student Tuition Recovery Fund Fee	\$0.00
Non-Refundable (2.50 for every \$1,000)	
☐ Scholarships/Discounts	- \$ _____
Memo: _____	

<u>TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE</u>	<u>\$ 14,240</u>
<u>ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM</u>	<u>\$ 14,240</u>
<u>TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT</u>	<u>\$ 14,240</u>

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

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.

****Please Note:** There may be an outside work component in this course. This will include any coursework assigned during class that was not completed during class or any practice assignments to deepen understanding of class concepts. The instructor will clearly indicate what assignments are due for outside class study and how to access them.

Description

The LearningFuze Data Science Full-Time program is taught by an experienced team of instructors, support staff, and career services professionals. The curriculum has been honed to provide the technical skills to compete for a data science job in the marketplace. Students learn data science, artificial intelligence, and machine learning.

The curriculum covers Python, statistical analysis, unsupervised and supervised ML models, Pandas, SciKit-Learn, TensorFlow, Keras, PyTorch, natural language processing, Computer Vision, AWS, Microsoft Azure, Big Data Spark, classification, and regression. In addition, the program focuses on the soft skills related to Data Science so that students not only have a polished portfolio of projects but the presentation and interview skills to effectively compete in the marketplace. In summary, students learn by doing with the support of instructors who have been successful in the industry.

Course Objectives

Module 1

Data Analytics & Machine Learning

Machine Learning, Python, SQL, Web Scraping, Data Cleaning, Statistical Analysis, Python Libraries (Pandas, Matplotlib etc.)

Module 2

Advanced Data Science

Kera, Tensorflow, Neural Networks, Recommendation Systems, Image Recognition, Natural Language Processing, Machine Learning in the Cloud (AWS, Docker, Sagemaker, Spark)

- Our teaching philosophy incorporates projects and fundamentals first in simulated work environments to support students in gradually becoming proficient data professionals.

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 videos
- GitHub account: Coding repository for project collaboration
- Slack: For staff and student instant messaging communication

Sequence & Frequency of Class Sessions

5 days a week: Monday, Tuesday, Wednesday, Thursday, & Friday

- 9:00 am - 5:00 pm (Pacific Time)

- Optional office hours offered Monday, Tuesday, Wednesday, Thursday, & Friday
 - 4:30 pm - 6:30 pm PST

Equipment used during the educational program

- Program provides training in hands-on computer labs and lecture classrooms. Students are required to provide their own laptop computers.

Faculty Qualifications

- The Data Science course curriculum has been developed by Zia Khan who has 20+ professional experience in data science.
- The course is taught by a team of experienced instructors. All of our instructors have professional experience in data careers and experience teaching or mentoring adult learners.
- More information about each of our instructors can be found in Section 23. Administrators & Instructors of this catalog.

General Information

- There is no final test or examination for the Data Science Part-Time course.
 - The completion and approval of the final project by the instructor is the completion requirement for the course.
- There are no internships or externships required for this course.

Completion Requirements

- Students are evaluated based on satisfactory completion of assignments & projects as determined by the program instructor.
- 90% of all assignments must be completed to successfully complete the course.
- Technical Requirements:
 - There are 5 main projects students must successfully complete during the course in addition to smaller data exercises assigned by the instructor. The 5 main projects are:
 - 1: Data Visualization
 - 2: Regression
 - 3: Classification
 - 4: Natural Language Processing
 - 5: Image Recognition
- Career Readiness Requirements:
 - LinkedIn reviewed and edited
 - Resume reviewed and edited
 - Completed 1 Behavioral and 1 Technical Mock interview
- Students must attend 85% or more of class to pass
- Refer to *Section 14. Academic Standards & Standards of Student Achievement* for specific definitions for “passing” and “failing” grades

- Minimum Total Clock Hours per module: **240 per module 480 in total**
- Approximate number of Weeks: **6 weeks per module, 12 in total**

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

2.4 Data Science Part-Time Course

Length of Program (2 Modules)

Minimum Total Clock Hours:	336 Total Hours
	- Module 1: 168 Hours
	- Module 2: 168 Hours

Approximate # of Weeks:	24 Weeks
	- Module 1: 12 Weeks
	- Module 2: 12 Weeks

Location	9200 Irvine Center Drive #200, Irvine CA
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Class Time (PST)	6:00 pm - 9:00 pm Mon, Tues, Wed, Thurs
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Total Program Commitment	336 Total Hours over 24 weeks. 2 Modules in total
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(SOC) Standard Occupational Class	Data Scientist 15-2051 code
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Itemization & Total Tuition Fees

☐ Registration Fee (non refundable)	\$250.00
☐ Data Science Part Time Tuition	\$14,240
☐ Equipment (student to provide own laptop)	
☐ Student Tuition Recovery Fund Fee	\$0.00
Non-Refundable (2.50 for every \$1,000)	
☐ Scholarships/Discounts	- \$_____
Memo: _____	

<u>TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE</u>	\$ <u>14,240</u>
<u>ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM</u>	\$ <u>14,240</u>
<u>TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT</u>	\$ <u>14,240</u>

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

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.

****Please Note:** There may be an outside work component in this course. This will include any coursework assigned during class that was not completed during class or any practice assignments to deepen understanding of class concepts. The instructor will clearly indicate what assignments are due for outside class study and how to access them.

Description

The LearningFuze Data Science Part-Time program is taught by an experienced team of instructors, support staff, and career services professionals. The curriculum has been honed to provide the technical skills to compete for a data science job in the marketplace. Students learn data science, artificial intelligence, and machine learning.

The curriculum covers Python, statistical analysis, unsupervised and supervised ML models, Pandas, SciKit-Learn, TensorFlow, Keras, PyTorch, natural language processing, Computer Vision, AWS, Microsoft Azure, Big Data Spark, classification, and regression. In addition, the program focuses on the soft skills related to Data Science so that students not only have a polished portfolio of projects but the presentation and interview skills to effectively compete in the marketplace. In summary, students learn by doing with the support of instructors who have been successful in the industry.

Course Objectives

Module 1

Data Analytics & Machine Learning

Machine Learning, Python, SQL, Web Scraping, Data Cleaning, Statistical Analysis, Python Libraries (Pandas, Matplotlib etc.)

Module 2

Advanced Data Science

Kera, Tensorflow, Neural Networks, Recommendation Systems, Image Recognition, Natural Language Processing, Machine Learning in the Cloud (AWS, Docker, Sagemaker, Spark)

- Our teaching philosophy incorporates projects and fundamentals first in simulated work environments to support students in gradually becoming proficient data professionals.

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 videos

- GitHub account: Coding repository for project collaboration
- Slack: For staff and student instant messaging communication

Sequence & Frequency of Class Sessions

4 days a week: Monday, Tuesday, Wednesday & Thursday

- 6:00 pm - 9:00 pm (Pacific Time)
- Optional office hours offered Monday, Tuesday, Wednesday, Thursday, & Friday
 - 4:30 pm - 6:30 pm PST

Equipment used during the educational program

- Program provides training in hands-on computer labs and lecture classrooms. Students are required to provide their own laptop computers.

Faculty Qualifications

- The Data Science course curriculum has been developed by Zia Khan who has 20+ professional experience in data science.
- The course is taught by a team of experienced instructors. All of our instructors have professional experience in data careers and experience teaching or mentoring adult learners.
- More information about each of our instructors can be found in Section 23. Administrators & Instructors of this catalog.

General Information

- There is no final test or examination for the Data Science Part-Time course.
 - The completion and approval of the final project by the instructor is the completion requirement for the course.
- There are no internships or externships required for this course.

Completion Requirements

- Students are evaluated based on satisfactory completion of assignments & projects as determined by the program instructor.
- 90% of all assignments must be completed to successfully complete the course.
- Technical Requirements:
 - There are 5 main projects students must successfully complete during the course in addition to smaller data exercises assigned by the instructor. The 5 main projects are:
 - 1: Data Visualization
 - 2: Regression
 - 3: Classification
 - 4: Natural Language Processing
 - 5: Image Recognition
- Career Readiness Requirements:

- LinkedIn reviewed and edited
- Resume reviewed and edited
- Completed 1 Behavioral and 1 Technical Mock interview
- Students must attend 85% or more of class to pass
- Refer to *Section 14. Academic Standards & Standards of Student Achievement* for specific definitions for “passing” and “failing” grades
- Minimum Total Clock Hours per module: **168 per module 336 in total**
- Approximate number of Weeks: **12 weeks per module, 24 in total**

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

3. Facilities (All courses)

All courses are held at the LearningFuze facility in a live classroom. LearningFuze is located at 9200 Irvine Center Drive, Suite 200 Irvine, CA 92618.

The facility is approx. 5000 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.
- LCD projectors, whiteboards & shared computer screens utilizing Zoom or Google Hangouts are utilized in the instruction of the class. Students attending class on campus have access to desks, monitors, couches, and a conference room to work individually or in small or large groups.
- LearningFuze is equipped with a refrigerator, microwave & filtered water system for the students to use.
- Students have access to both instructor and teaching assistants during class time (5,CCR 71810(b)(9))
- Students are required to provide their own laptop computer.

Capacity / Class Size

The number of students in a typical class is 10. LearningFuze has a number of instructors and teaching assistants to help provide educational support in addition to the primary instructor.

4. Accreditation

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

5. Bureau For Postsecondary Education (BPPE)

LearningFuze LLC 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. An institution may not imply that the Bureau endorses programs, or that Bureau approval means the institution exceeds minimum state standards.

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 at

Address: 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.

6. Enrollment Process & Registration

Prospective students interested in enrolling in a LearningFuze program should follow these steps:

1. Register for an optional [Information Session](#)
2. Attend the required 30-hour readiness assessment prep program
3. Indicate interest in continued programming within Web Development or Data Science
4. Pass the technical assessment
5. Successfully complete an entrance interview with LearningFuze staff
6. If accepted to the program
 - o Sign the student agreement
 - o Pay Tuition
 - o Coordinate with the admission counselor about the next steps before class begins

7. Admissions Requirements / Languages

For All Programs

1. To ensure a student is ready for any of our programs we require that each student complete a 30-hour readiness assessment prep program, pass a technical assessment, and successfully complete an entrance interview.
2. All applicants must have a high school diploma or equivalent & must be able to provide proof if requested by the institution.
3. All applicants must be over the age of 14.
4. LearningFuze does not accept students under the Ability-to-Benefit pathway.
5. 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 if requested.
6. Students must provide their own laptop.

8. Financing, Financial Aid & Method of Payment

Financing Options

LearningFuze students have the option to request a loan from [Ascent](#), a 3rd party lender that offers funding for students.

- The student should contact Ascent directly to understand the policies, and practices including any required disclosures.
- LearningFuze LLC does not participate in the approval process or benefit from a student using Ascent versus another form of payment for tuition.
- This is the web address for Ascent to find more information
<https://partner.ascentfunding.com/learningfuze/>

LearningFuze students have the option to request a loan from Inspire, a 3rd party lender that offers funding for students.

- The student should contact Inspire directly to understand the policies, and practices including any required disclosures.
- LearningFuze LLC does not participate in the approval process or benefit from a student using Ascent versus another form of payment for tuition.
- This is the web address for Inspire to find more information
<https://inspire.lending.online/learningfuze>

Financial Aid

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

Method of Payment

Payment may be made by an electronic bank transfer, or US-based credit cards. Tuition will be adjusted for students eligible for a scholarship and or any discounts available.

Loans

If a student obtains a loan to pay for the educational program, the student will have 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 and penalties associated with it before entering into a contract.

9. 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 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.”

10. Students Right to Cancel/ Refund Policy

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.

- LearningFuze will refund the student any money paid, less the 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 explained 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.

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.

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))

Prorated Refund (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 the student attended, or was scheduled to attend, prior to withdrawal.

11. Transferability of Credits & Credentials

Notice Concerning Transferability of Credits & Credentials Earned at our Institution

"The transferability of credits you earn at LearningFuze LLC 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 LearningFuze LLC 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.

12. 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.
- LearningFuze does not provide student visa services.

13. Student Rights

General Student 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 LLC 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;
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 Annalicia Anaya (President) as soon as possible in writing via email support@learningfuze.com or in-person. If you request complete confidentiality please direct message Annalicia 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).

Unlawful Retaliation - No Retaliation Policy

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 President, Annalicia Anaya 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 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 support@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 Annalicia Anaya in person or in writing. In the event the student's concern is with the instructor and academic in nature, the student should discuss their concern with Annalicia Anaya.
- LearningFuze has an open door policy. At any time the student may discuss any concern with Annalicia Anaya (President) or Jessica Baker (Vice President).

Complaints about this institution

“A student or any member of the public may file a complaint about this institution with the Bureau for Postsecondary Education by calling Toll- Free (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau’s website www.bppe.ca.gov.”
(CEC9409(a)(3)C))

14. Academic Standards & Standards of Student Achievement

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. 90% of each exercise or project assigned must be completed correctly in order to be marked as completed.

A student will receive a completion certificate once they have met the guidelines for completion for each given program. For more detail about completion guidelines per program see *Section 2. Academic Programs*

There may be an outside work component in the LearningFuze Programs. This will include any coursework assigned during class that was not completed during class or any practice assignments to deepen understanding of class concepts. The instructor will clearly indicate what assignments are due for outside class study and how to access them.

Grading System

Assessment of student assignments & projects will occur at regular intervals during the course. Students' work is evaluated based on satisfactory completion of assignments & projects as determined by the program instructor. Each student will submit work that has been assigned directly to the instructor where the instructor will verify if it is sufficiently completed or not.

- **Passing Grade:** If assignments have been completed and submitted by the student, reviewed by the instructor, and redone with edits during their enrollment period, the work is “passing”. Students can resubmit assignments as much as is needed during their enrollment period until they receive a passing grade.
- **Failing Grade:** If assignments have not been completed, submitted, or edited based on instructor feedback during their enrollment period, the work is “failing”. If students receive a “failing” grade and do not use provided support—Teaching Assistant office hours—the student is subject to termination from the program.

90% of all assignments & projects must be submitted for course completion to be achieved. Attendance is mandatory and any absence should be coordinated with an instructor. Students must attend 85% or more of the class to pass.

To successfully pass the course and receive a certificate of completion the student must follow the guidelines of the final project and receive approval from the instructor.

15. Student Records

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

16. Certificate of Completion

Students will receive a Certificate of Completion when they have met all minimum guidelines for completion for their enrolled program. For more detail about completion guidelines per program see *Section 2. Academic Programs*.

In addition to course specific requirements students must also have satisfied their previously agreed financial obligation.

At the successful completion of all requirements, a student will receive an official completion certificate indicating that they have met guidelines for completion. The certificate will be sent to the student via email and LearningFuze will maintain a copy for the student file.

17. Eligibility for Licensure

All programs offered by this institution do not lead to positions in a profession, occupation, trade, or career field requiring licensure in this state.

18. 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. Students can request at most a 3 month leave of absence.

Steps to request a leave of absence: (CEC 94909(a)(8)(E))

1. To request a leave of absence a student should notify their program instructor and LearningFuze staff via email at support@learningfuze.com.
2. The student must schedule a meeting with their instructor and a member of LearningFuze Leadership to discuss an appropriate plan for their leave of absence and

any outstanding items that need to be completed in order to return to the course successfully. During the meeting the student will indicate when they plan to return.

3. Once the leave of absence is approved the student will receive a formal notice of approval via email to confirm the agreed upon plan and their scheduled return date.

If a student fails to return from the leave of absence within one week of the scheduled return date, LearningFuze will attempt to contact the student via email, Slack, and phone. If LearningFuze is unable to contact the student they will be administratively withdrawn. The refund policy will be in effect and the student will be notified via email.

19. Attendance/Tardiness

Attendance Policy

Students are required to be present for 85% of scheduled class course hours. If a student needs to miss class for any reason, whether excused or unexcused, they must notify their instructor in advance via Slack or email at support@learningfuze.com.

- **Excused Absence:** A student notifies their instructor of a non-avoidable scheduled absence from class at least one week in advance. Excused absences include but are not limited to illness & family emergencies.
- **Unexcused Absence:** A student does not notify their instructor of an absence or notifies their instructor of an avoidable scheduled absence from class. Unexcused absences would include but are not limited to vacations.
- **Tardiness:** Class starts promptly at the listed start time. Joining class more than 10 minutes past the scheduled start time is considered tardy. Regular tardiness is not acceptable. Tardiness is disruptive to the class, if a student is tardy for more than 3 days it may be marked as an unexcused absence. CEC 94909(a)(8)(D))

If a student needs to miss class regularly for medical or government-related reasons they should notify their instructor immediately and provide appropriate documentation.

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 are subject to dismissal if:

- If the student has 4 or more unexcused absences (non-consecutive)
- If students has been absent more than 3 days consecutively without prior notice
- If over 15% of the total program class time is missed for excused absences, students are subject to dismissal from the current cohort and will be offered a deferred option to retake the course in the future.

20. 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, shouting in class, not following directions, being rude to staff/peers and violating class standards set by the staff. Students may also be asked to withdraw for academic violations, per LearningFuze academic violation policy.

Academic Violation Policy

Students will be immediately dismissed if they are found to:

- Intentionally destroy, obstruct, or alter files that contain data, reports, or assignments belonging to another student.
- Steal or deface LearningFuze property.
- Submit plagiarized work or otherwise cheat on an assignment.

No Smoking, Vaping, Alcohol, Marijuana, or Being Under the Influence Policy

The health and safety of our students, staff, and visitors are of utmost importance to us. Therefore, we have established the following policy to prohibit smoking, vaping, alcohol, marijuana, or being under the influence of any substance.

- Smoking and vaping are not allowed in any part of the building, including classrooms, offices, hallways, restrooms, stairways, elevators, or parking areas. Smoking and vaping are also prohibited within 25 feet of any entrance, exit, window, or ventilation system of the building. The office park has strict guidelines and the only approved location is by the dumpster located in the parking lot. Please verify you are in the approved location prior to smoking and vaping.
- Alcohol and marijuana are not permitted in the building. Any student who possesses, consumes, sells, or distributes alcohol or marijuana in the building will be subject to disciplinary action, up to and including suspension or expulsion.
- Being under the influence of any substance, including alcohol, marijuana, prescription drugs, or illegal drugs, is prohibited in the building. Any student who is impaired by any substance and poses a risk to themselves or others will be removed from the building and referred to the appropriate authorities or services.
- This policy applies to all students, staff, visitors, contractors, and vendors who enter the building. Anyone who violates this policy will be asked to stop or leave the premises immediately. Repeated or serious violations may result in legal action or termination of enrollment or employment.

We appreciate your cooperation and compliance with this policy. Our goal is to provide a healthy, safe, and productive environment for everyone in the building. Thank you for your support and understanding.

21. Probation and Dismissal

Probation and Dismissal

LearningFuze does not provide a probation option for all student violations. Some violations will result in immediate dismissal, these violations are clearly outlined throughout this catalog.

Our students' success is a top priority. Students not meeting academic, professional, attendance or other student standards, as defined in the student code of conduct, will be evaluated on an individual level and may be given an initial verbal warning for potential termination.

Students who fail to improve will be given a final written notice with a performance improvement plan that outlines the behaviors or academic areas for improvement and timeline for potential termination if not improved. Students must meet minimum criteria for improvement as outlined in their performance improvement plan within 1 week or they will be dismissed.

Academic standards include but are not limited to class attendance of at least 85% and receiving passing grades on 90% of coursework. Students not meeting academic standards will have a strong recommendation to attend tutoring sessions outside of class hours to improve performance.

See section 19. *Attendance/Tardiness* for more information about dismissal from LearningFuze programs based on violation of the Attendance Policy.

22. 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 President, Annalicia Anaya, by reaching out to support@learningfuze.com. Academic advising requests should be submitted in writing through email.

Student Housing (5,CCR 71810 (b)(13)(A)(B)(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. It is the student's responsibility to research housing and determine acceptable housing if they choose. The approximate range of cost of housing in the local area ranges from 1-3k per month.
- (C) LearningFuze has no responsibility to find or assist a student in finding housing. LearningFuze does not offer housing.

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 career services 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 Records (5,CCR 71810 (b)(15))

LearningFuze will maintain copies of students' 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 LearningFuze President, Annalicia Anaya, to request a copy via support@learningfuze.com
- 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

The procedure for safekeeping includes saving records on an external hard drive.

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

LearningFuze **does not** depend on libraries and other learning resources that are primarily other institutions' collections.

Onsite Library:

Onsite at 9200 Irvine Center Dr. Suite #200, we do offer a small library where students can check out books on topics related to the course material. They can check out the books by letting LearningFuze staff or their instructor know. The books in the library are NOT mandatory and are NOT required for class learning. They are optional resources for continued learning and further study.

Students have access to use, borrow any hard copy learning resources that may be available 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.

Online Learning Materials:

Students will be given online profiles and access to learning materials when accepted to the program. 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 videos
- GitHub account (coding repository for project collaboration)
- Slack for staff and student instant messaging communication
- VS Code editor
- LearningFuze development environment. Test code via a local server
- All learning resources are provided online and have been developed by LearningFuze and in the possession of LearningFuze instructors and staff.

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.

Outside class study may include any coursework assigned during class that was not completed during class or any practice assignments to deepen understanding of class concepts. The instructor will clearly indicate what assignments are due for outside class study and how to access them.

23. Administrators & Instructors

NAME	JOB	Qualification
Annalicia Anaya	President, CEO, COO	Santa Clara University, BS, Small Business management professional expertise
Leah Siff	Executive Assistant	3+ years administrative support
Robert Gardner	CAO, Senior Instructor/Full-Time Web Development Instructor	30+ years professional Development experience, Previous teaching experience
Shawn Kost	Full-time Web Development Instructor	3+ years web development experience
Rob Merrill	Full-time Web Development Instructor	3+ years web development experience
Brett Albright	Senior Instructor/Part-Time Web Development	5+ years web development experience
Scott Bowler	Senior Part-Time Web Development Instructor	5+ years web development experience
Daniel Seong	Part-Time Web Development Instructor	4+ years professional experience
Hesam Samimi	Part-Time Web Development Instructor	PHD Computer Science/Curriculum Developer
Paul Epps	Part-Time Web Development Instructor	Sr. Software Engineer and Dev Coach
Tim Horist	Part-Time Web Development and Data Science Instructor	7+ years web development experience
Zia Khan	Data Scientist/Part-Time Data Science Instructor	20+ years professional experience
Sam Van Gorden	Full-Time Data Science Instructor	Former Researcher at Federal Reserve Bank of Kansas City

Emily Dinh	Part-Time Data Science Instructor	Data Scientist & M.A. in Artificial Intelligence
Frank Fletcher	Part-Time Senior Data Coach	Former Data Science Instructor and Mentor
Tenille Jones	Part-Time Career Coach	3+ years career services
Rachel Medlock	Part-Time Career Coach	3+ years career services
Nikia Haqq	Part-Time Career Coach	3+ years career services

24. Disclosures

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.

No existing petitions of bankruptcy

“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, LLC is owned by Learning Fuze Holdings, Inc. as of 6/15/2023. Teamshares Continuity Holdings, LLC owns Learning Fuze Holdings, Inc.

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.

LearningFuze operates at the following location and in person courses are conducted at the facility: 9200 Irvine Center Drive, Suite 200 Irvine, CA 92618

Hours of Operation: 9:00 am - 5:00 pm Monday - Friday

The Office of Student Assistance and Relief

The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling Toll-Free (888) 370-7589 or by visiting www.osar.bppe.ca.gov

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 Sacramento, CA, 95834

PO Box 980818, West Sacramento, CA 95798-0818

Website: www.bppe.ca.gov

Telephone and Fax #s:

(888) 370-7589 or by fax (916) 263-1897

(916) 574-8900 or by fax (916)263-1897

“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.”

“This catalog includes programs that are approved by the California Bureau for Private Postsecondary Education and subject to the California Private Postsecondary Act of 2009 and others that are not. Certain rights and procedures outlined in this catalog, including but not limited to student refund rights, cancellation rights, and Student Tuition Recovery Fund (STRF) eligibility, apply only to the following state approved programs.”

Courses: Web Development Prep, Data Science Prep, Intro to Software Engineering, Python Upskill

Catalog Certification

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

I have received a copy of the course catalog

Print name: _____

Signature _____ **Date:** _____