I have received a copy of the Career Development Catalog which contains the rules, regulations, course completion requirements and costs for the specific course in which I am interested.

I am aware that I am not responsible for the tuition cost of my training program which is covered by the State or Federal agency that has contracted with New Horizons Career Development Solutions to pay for the cost of my program.

eCourseware

New Horizons Career Development Solutions is committed to doing our part to conserve the environment and provide our students with the most technologically advanced "Best Practices" in IT training.
With this in mind, our students will have the benefit of utilizing electronic courseware.

With eCourseware, you'll be able to:

- Access course material on-the-go from your home or office
- Courseware is stored on a flash or thumb drive, so there is no need to tote around heavy books
- Ability to annotate or take notes directly in the eCourseware for future reference
- Download course content to hand-held and other personal electronic devices
- Interactive multimedia functions let you search through text to quickly find topics and answers

Print Name (Eligible Person): _____

Signature: _____

Career Consultant _____

Date: _____

-

New Horizons Career Development Solutions

Computer and Technology Training Services for:

Salt Lake City
4516 S 700 E
Suite 190
Salt Lake City, UT 84107
(801) 952-4300

Website
www.nhlearninggroup.com

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Revised 5/22/2019

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New Horizons Career Development Solutions has grown to become a leader in computer software and hardware instruction. New Horizons Career Development Solutions offers computer education Eleven campuses and services the computer and networking needs for thousands of local and international corporate clients. Courses offered include PC software applications, networking, operating systems, graphics, internetworking, hardware and client/server programming along with Project Management, Six Sigma, Solar installation and Healthcare Information.

New Horizons Career Development Solutions provides a first rate, quality education, to students entering the Information Systems field for the first time, as well as supplementing the existing knowledge of experienced users. Our goal is to provide the student with a foundation of working knowledge that will allow them to be a success in the workplace.

MISSION STATEMENT

Due to the ever-increasing need for well-trained and skilled computer professionals, New Horizons Career Development Solutions develops and effectively delivers well-structured courses where the focus is on increasing the students growth opportunities by making them more employable and increasing opportunities for career advancement. New Horizons Career Development Solutions maintains awareness of the Information Technology (IT) market demands, through its link to the corporate employers we serve. Students are equipped with cutting-edge, specialized and marketable skills.. New Horizons Career Development Solutions is committed to maintaining its position as a worldwide industry leader in providing quality, cost-effective training.

New Horizons Career Development Solutions provides a cost-effective, compelling education solution for those wanting a career change or enhancement in the Healthcare Information Management, Project Mangement, Solar Installation or Information Technology (IT) industries. If you have a strong desire to make a career change, or if you are looking to upgrade your career prospects by pursuing a certification in IT or Healthcare, New Horizons Career Development Solutions can help.

WHY NEW HORIZONS CAREER DEVELOPMENT SOLUTIONS?

If you are looking to upgrade your skills or begin a career in the Information Technology or Healthcare Information Management fields, New Horizons Career Development Solutions can give you the training which businesses are looking to hire. We have been training employees of thousands of these same businesses for the last 30 years, working with the premier training provider to that industry just makes sense. New Horizons Career Development Solutions offers a complete, simplified learning solution that focuses on knowledge transfer, retention and skills development.

- New Horizons Career Development Solutions' training programs are based on our corporate clients' hiring needs. With our clients' input, we tailor our training programs to the needs of the industry, giving our students a distinct advantage.
- You will be trained and prepared to pass the industry certifications required by employers, setting you apart from the competition.
- Our programs are short and intensive so you can get the critical skills and prepare for the certifications you need to enter the job market.
- New Horizons Career Development Solutions is the world's largest independent training company, offering more courses at more times and in more locations to individuals and businesses than any company in the industry.
- We are the complete solution:
    - We start with the instructor-led training delivered by vendor-approved instructors.
    - We give you our Virtual Labs to practice what you've learned.
    - We provide you with test preparation tools to assist you in preparing for your exams.
    - We assist you in entering the workforce. Our extensive corporate relationships allow us to design our programs around industry demand. These relationships also open the door for our graduates.

-

At New Horizons Career Development Solutions we understand no two people learn the same way. To help you meet your training goals, we provide a comprehensive learning experience to effectively maximize your potential. A Guidance Counselor will assist you assuring your studies are on track and you are preparing properly for your exams.

At completion of your training New Horizons Career Development Solutions offers placement assistance. Our Placement Specialist works with businesses we train to find job opportunities for our students. It is the student's responsibility to work in conjunction with our Job Placement Specialist to find employment. Our placement assistance services include a Job Portal which is only available to our students who have completed our program. The jobs listed on the Portal are with companies who train with New Horizons Career Development Solutions and have requested to advertise the job on the Portal. We also conduct job fairs for our completed students with companies who have job openings. Our job fairs are conducted on a supply and demand basis.

PLACEMENT SERVICE DISCLOSURE

New Horizons of Salt Lake does not promise a guaranteed placement and is therefore not held responsible for any specific salary awards, job placement, or designated companies. IT career jobs are abundant in many areas across Utah and the United States. Job placement is naturally determined based upon several factors, including but not limited to the student's past work experience, interviewing skills, certification program attended, program success and knowledge level, IT talent, student motivation for continued education, etc.

Authorized Prometric Testing Center

These centers are available for our students' convenience. Additionally, Prometric tests may be taken at hundreds of other locations locally. New Horizons Career Development Solutions is a Thomson/Prometric Authorized Testing Center which enables students to take Certification tests for Microsoft®, Novell® CISCO®, CIW® and Comptia®. The purchase of test vouchers and registration for exams must be made through the Prometric® website or via telephone at (800) 733-3926.

Class Repeat Privilege

Students may retake courses listed on the public schedule free of charge, on a standby basis. Students who are retaking classes must use original courseware or purchase new courseware if they desire.

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INTEGRATED LEARNING

New Horizons Career Development Solutions offers a professional learning experience and the flexibility to fit your busy schedule. New Horizons Career Development Solutions Integrated Learning is a comprehensive approach to learning that guides you through all stages of your learning lifecycle, and allows you to choose convenient delivery methods for your training:

Live Instructor Led Training

- Classroom Learning: traditional instructor-led classroom learning.
- Instructor led labs with a hands on approach to assure students are mastering the technology they are learning
- Our Learn while doing approach increases retention
- Post-assessments track progress and return on investment.
- Certification Exam Preps included in all programs which train for Industry Recognized Certifications

Hands-On Instructor-Led Training

Our classroom training gives you hands-on training from professional, certified Instructors, who are constantly re-tested and evaluated by every student to keep our quality of instruction at the highest level. Our student to computer ratio is one-to-one.

To Obtain a Catalog

Individuals interested in obtaining a New Horizons Career Development Solutions Catalog can visit one of our campus, or may download our catalog by visiting our website at www.nhlearninggroup.com and refer to our UT Career Development Catalogue at http://nhlearninggroup.com/careerdevelopmentcatalogs
Individuals can also obtain a catalog by calling us at 801-952-4300 and request a catalog to be mailed to their home address.

Enrollment Requirements

All Classes taught at New Horizons Career Development Solutions are taught in English. We currently do not have an English as a Second Language Program
Students enrolling in programs and courses at New Horizons Career Development Solutions must be proficient in the English language and to qualify for certification programs, students must possess either a high school diploma, General Education Development (GED®) Certificate, and be beyond the age of compulsory high school attendance, as prescribed by Utah law.
New Horizons Career Development Solutions Learning Group reserves the right to refuse enrollment of students.

"Programs Eligible for Veteran Educational Benefits"

"Programs that have the U.S. American flag are approved for veteran educational benefits."

*Chapter 30 and Chapter 33 Students MAY NOT use Mentored Learning Classroom for Educational Clock Hours.

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MOS –with Business Skills

CRM ID: P27Socal

General Course Description

Microsoft Office Specialist (MOS) with an emphasis on Business Skills. This credential is a globally recognized standard that validates skills with using the Microsoft Office system.

The MOS credential validates the skills that individuals and organizations depend on. Candidates who successfully complete the program by passing a certification exam prove that they meet globally recognized performance standards and are able to work productively and efficiently.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will begin with learning basic computer skills along with mastering Microsoft Application Skills of Power Point, Word, Outlook, Excel and Access. Students will also be trained in basic business skills involving communication skills, both written and verbal. Business writing skills including proper business email use. This program works with both Microsoft Office Skills and Professional Skills.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Executive Assistant	First-Line Supervisors Managers	Managers of Office and Administrative Support Sales	Receptionists Information Clerks Shipping and Receiving

Course Information

Hours: 296	Approximately 15 weeks of instruction	$6,450.00
Course		Hours
QuickBooks or Microsoft Windows 7 Levels One and Two		32
Microsoft Word Levels One, Two and Three		48
Microsoft Excel Levels One, Two and Three		48
Microsoft Power Point Levels One and Two		32
Microsoft Access Levels One and Two		64
Microsoft Outlook Levels One and Two		32
Communication Strategies		8
Business Writing		8
Presentation Skills		8
Time Management		8
Organizational Skills		8
*One Microsoft Exam Voucher and Exam Prep		
	Total Program Cost	$6,450.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

-

Microsoft Office Specialist Certification Program

CRM ID: P46Socal

General Course Description

The Microsoft Office Specialist certification program is the only comprehensive, performance-based certification program approved by Microsoft to validate desktop computer skills in the below Microsoft Office desktop productivity programs. The MOS program meets the demand for "job ready" people in the global workplace.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

The Microsoft Office Specialist certification program provides computer program literacy, measures proficiency, and identifies opportunities for enhancement of skills. Successful candidates receive a Microsoft Office Specialist certification credential that sets them apart from their peers in the competitive job market. The certificate is a valuable credential that is recognized worldwide as proof that an individual has the desktop computing skills needed to work productively and efficiently.

The Microsoft Office Specialist program offers certification tracks for a number of Microsoft Office 2013 programs.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Bookkeeping	Accounting	
Auditing	Customer Service Representative	Computer Operators

Course Information

Hours: 360	Approximately 18 weeks of instruction	Price	$5,000.00
Course		Hours	
Microsoft Windows 7 Levels One and Two		20	
Microsoft Word Levels One, Two and Three		60	
Microsoft Excel Levels One, Two and Three		60	
Microsoft Outlook Levels One and Two		60	
Microsoft Power Point Levels One and Two		40	
Microsoft Access Levels One and Two		120	
*One Microsoft Exam Voucher and Exam Prep			
	Total Program Cost		$5,000.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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ESL MOS –with Business Skills

CRM ID: C48SoCal

General Course Description

Our ESL/MOS with Business Skills program will help the student gain speaking, listening, reading and written skills in English along with teaching fundamental Microsoft application computer skills for the contemporary office with an emphasis on Business Skills which include Email Etiquette, Time Management and Presentation Skills. The Microsoft credential is a globally recognized standard that validates skills with using the Microsoft Office system. Candidates who successfully complete the program by passing a Microsoft certification exam and the ESL exam prove that they meet globally recognized performance standards and are able to work productively and efficiently in any business. The MOS credential validates the skills that individuals and organizations depend on. Candidates who successfully complete the program by passing a certification exam prove that they meet globally recognized performance standards and are able to work productively and efficiently.

Prerequisites

New Horizons Career Development Solutions and Microsoft do not strictly define the prerequisites for the MOS Certification. As a result, no preexisting knowledge or skill set is required; however basic computer skills are highly recommended.

Acquired Skills

Students will begin with ESL section and move into mastering Microsoft Application Skills which include Power Point, Word, Outlook, Excel and QuickBooks. The student will then learn specific office knowledge like communication skills written and verbal along with email communications, business writing skills, presentations and a business grammar course. Student will also be trained basic business skills involving communication skills, both written and verbal. Business writing skills including proper business email use.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Executive Assistant | First-Line Manufacturing Office Supervisors | Managers of Office and Administrative Support | Receptionists Information Clerks

Course Information

Hours: 400	Approximately 20 weeks of instruction	Price:	$8,990.00
Course		Hours	
English Tutoring (ESL) Dexway		80	
Windows		16	
QuickBooks		32	
Word		48	
Excel		48	
Power Point		32	
Typing		80	
Outlook		32	
Communication Strategies		8	
Business Writing		8	
Grammar Skills		8	
Presentations Skills		8	
*One Microsoft Exam Voucher			
	Total Program Cost		$8,990.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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ACE – Adobe Certified Expert Web Specialist Program

CRM ID: P4Socal

General Course Description

It can be difficult to get ahead in today's market. To stand out and be noticed, more than ever, you need a clear and focused way to tell the world about your expertise. The solution? Become Adobe Certified. Adobe certification is an industry standard of excellence, and it's the absolute best way to communicate your proficiency in leading products from Adobe.

An Adobe Certified Expert (ACE) is a person who has demonstrated proficiency with one or more Adobe software products. To become an ACE, you must pass one or more product-specific proficiency exams and agree to the ACE terms and conditions.

Adobe Certified Professionals (ACPs) set themselves apart from other IT professionals. They consistently demonstrate expertise with Adobe products and platforms, and add value to colleagues, managers, and their own career.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

An Adobe Certified Expert is a person who has demonstrated proficiency with one or more Adobe Software products. ACE is recognized as a worldwide standard of excellence in Adobe software knowledge. To become an ACE, one must pass one or more product-specific proficiency exams and agree to the ACE terms and conditions.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Web Design Web-Analyst Graphic Designer Marketing Specialist

Course Information

Hours: 400	Approximately 20 weeks of instruction	Price	$6,500.00
Course		Hours	
Microsoft Power Point		32	
Adobe Dreamweaver		64	
Adobe InDesign		64	
Adobe Acrobat		16	
HTML5: Content Authoring Fundamentals / New and Advanced Features		32	
Adobe Photoshop		64	
Adobe Illustrator		64	
Adobe Animate or Adobe Captivate		64	
*Five Adobe Exam Vouchers			
	Total Program Cost		$6,500.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Office Administrator Certificate Program

CRM ID: OACP (Cohort)

43-9061.00- Office Clerks, General

General Course Description

The Office Administrator Certificate Program gives students the foundations they need to begin a career performing general office duties. This program includes training is the four most used Microsoft Office Software Programs. Students will also be trained in Business Skills to help them be effective and efficient in a professional work environment.

Included in the Certification Program is an exam prep and exam voucher for a Microsoft Specialist Certification. The MOS credential validates the skills that as a specialist in Microsoft Excel.

Prerequisites

A High School Diploma or equivalency is required

Acquired Skills

Students will begin with learning basic computer skills along with mastering Microsoft Application Skills of Power Point, Word, Outlook, Excel and Access. Students will also be trained in basic business skills involving communication skills, both written and verbal. Business writing skills including proper business email use. This program works with both Microsoft Office Skills and Professional Skills.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Executive Assistant	Office Clerk	Managers of Office and Administrative Support	Information Clerks
Office Administrator	Receptionist		Shipping and Receiving

Course Information

Hours: 204	Approximately 12 weeks of instruction	Price:	$5,800.00
Course			Hours
Microsoft Windows			12
Microsoft Word Levels One, Two and Three			36
Microsoft Outlook Levels One and Two			24
Microsoft PowerPoint Levels One and Two			24
Microsoft Excel Levels One, Two and Three			36
Data Analysis with Pivot Tables			6
Acrobat One and Two			24
Email Etiquette			12
Communication Strategies			12
Time Management			12
Professional Prep			6
MOS Certification Prep and Exam Vocher for MS Excel			
		Total Program Cost	$5,800.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Performance Consultant Certificate

CRM ID:

Onet 13-1111.00-Management Analysts

General Course Description

New Horizons Career Development Solutions has partnered with the top Executive Coaching, Leadership Development and Turn- Around Management Professionals in the nation to develop a training program which teaches former executives to become Performance Consultants. Candidates completing our program will work with Executive and Management teams in finding the best solution for businesses leadership, sales, and culture transformation.

Prerequisites

A High School Diploma or GED®

Acquired Skills

Students will learn Strategy Management as an effective process to solve major business challenges, get an existing initiative back on track, or build an effective and efficient plan for a new Business Development opportunity. They will learn to help management and functional teams work through problems and goals to achieve better results. Master the art of bringing a leadership team together in a structured environment and use a proven facilitation process. Lead teams to develop clear concise goals and efficient action steps to solve organizations top business challenges. Proven methods will be learned to develop sales people into Business Consultants who can create a value proposition, make a compelling presentation, move the sale through hibernation, prepare a plan for negotiating the terms of the sale, assist in the post-sale process, and develop a growth and measurement plan along with a Six Step Performance Management Strategy that enables managers to achieve expected and desired results from the people and resources under their leadership. A unique blend of hands on corporate experience with a strong leadership background and coaching style will be taught. One-on-One Coaches learn solution techniques for any business leader or as a Strategic Coach or Trainer for leadership teams within an organization.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Leadership Development Manager	Organizational Development Consultant	Management Consultant

Course Information

Hours: 184 Approximately 10 weeks of training	Price:	**$7,500.00**
Course	Hours	
Microsoft Excel	48	
Microsoft Outlook	32	
Microsoft PowerPoint	32	
Microsoft Word	48	
Project Management Fundamentals	8	
Presentations Skills	8	
Communications Strategies	8	
Total Program Cost		**$7,500.00**

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Data Analyst (Entry Level)

CRM ID: DAEL (Cohort)

15-1121.00- Computer Systems Analysts : 15-1199.08- Business Intelligence Analysts

General Course Description

The need for IT departments and Business Units to monitor and analyze data is increasing daily. There is currently an unprecedented demand for the skills required to manage and leverage large data sets into a competitive advantage. . Professionals completing our certificate program will understand how to automate methods of collecting and analyzing data and utilizing the findings to create a business recommendation.

Prerequisites

A High school diploma or GED®

Acquired Skills

Students will master Excel from learning to navigate the User Interface to using the software for Data Mining, Machine learning and predictive analytics utilizing toolsets including Analysis Services and Power Pivots and Pivot Tables. Microsoft Access will be used to manage data including creating a new database, constructing tables, designing forms and reports. Students will be able to expand their knowledge of database design, write advanced queries, structure existing data, share data across applications, and customize reports. Students will create a basic report by connecting to a database and modifying the report's presentation. Information is critical to making sound business decisions. Understand the role of the business analyst. Acquire a solid understanding of the various tasks/activities that comprises business analysis. Recognize the pre and post project business analysis activities. Develop requirements for software-intensive systems using proven methodologies. Build a use case-based requirements model Write user stories and brief, casual, fully developed use cases Validate requirements, manage the changes and keep traceability Learn how to initiate a root cause analysis and gather data for investigating process and non-process incidents. Apply powerful techniques to identify and know the difference between symptoms and root causes Learn how to avoid future incidents by developing appropriate recommendations to address causal factors and root causes. Develop a process to identify systemic problem areas. Students will also identify the processes, requirements, time, cost and manage projects.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Business Analysts **Data Analyst** **Research Analyst** **Business Intelligence Analyst**

Course Information

Hours: 288	Approximately 16 weeks of instruction	Price	$8,500.00
Course		Hours	
Microsoft Excel Levels One, Two and Three		36	
Microsoft Access Levels One and Two		48	
Crystal Reports Levels One and Two		48	
Data Analysis with Pivot Tables		12	
Data Analysis with Power Pivot		12	
BA01 – Business Analysis Essentials		36	
BA10 – Understanding Root Cause Analysis		36	
BA30 – Foundation of Business Analysit		48	
Project Management Fundamentals		12	
*MOS Excel Certification exam prep and exam voucher			
Total Program Cost		$8,500.00	

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Adobe – Microsoft Certified Application Program

CRM ID: P5SoCal

General Course Description

This program incorporates both Adobe Training and Microsoft Application Training. Two Certifications will be earned through the training, Adobe Certified Web Expert and One Microsoft Certified Application Specialist in the Strident field of choice; Excel, Word, PowerPoint, Outlook or Access.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

An Adobe Microsoft Certified Application person is someone who has demonstrated proficiency with one or more Adobe Software products and one of the Microsoft Office Suite applications. This certification is recognized as a worldwide standard of excellence in Adobe software knowledge and one Microsoft certified application.

Job Titles (Job Titles related to Photography Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Graphic Designers	Multi-Media Artist and Animators	Executive Secretaries & Administrative Assistants	Receptionist Information Clerks

Course Information

Hours: 684	Approximately 35 weeks of instruction	Price	$10,000.00

Course	Total Hours
Adobe Dreamweaver Levels One and Two	64
HTML5: Content Authoring Fundamentals / New and Advanced Features	32
Adobe Acrobat Levels One and Two	16
Adobe Illustrator Levels One and Two	64
Adobe Photoshop Levels One and Two	64
Adobe Animate levels One and Two)	74
Microsoft Word Levels One, Two and Three	60
Microsoft Excel Levels One, Two and Three	60
Microsoft PowerPoint Levels One and Two	40
Microsoft Outlook Levels One and Two	60
Microsoft Access Levels One and Two	120
*Three Exam Vouchers and Exam Preps	
Total Program Cost	$10,000.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Adobe Web Design with Microsoft Backend Development

CRM ID: P6SoCal

General Course Description

Students will learn Adobe frontend/static web specific applications. Using these tools and applications, students will learn how to create and edit webpages to develop full, content-rich web applications, along with publications and other collateral. Students will also learn Microsoft Backend Development. This will allow students to develop their web applications and properly run and store them on the Microsoft platforms.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will master more Adobe Software along with Microsoft Backend Development skills.

Job Titles **(Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)**

Graphic Designers Multi-Media Artist Animators

Course Information

Hours: 428	Approximately 22 weeks of training	Price	$10,000.00
Course		Hours	
Adobe Dreamweaver Levels One and Two		64	
HTML5: Content Authoring Fundamentals / New and Advanced Features		32	
Adobe Illustrator Levels One and Two		64	
Adobe Photoshop Levels One and Two		64	
Adobe InDesign Level One and Two		64	
20480 Programming in HTML 5 with JavaScript and CSS 3		35	
10774 Writing Querying using Microsoft SQL Transact-SQL or 20461 Querying Microsoft SQL Server		35	
20486 Developing ASP.Net MVC Applications		35	
20487 Developing Windows Azure and Web Services		35	
*Three Adobe Exam Vouchers and Three Microsoft Exam Vouchers			
	Total Program Cost		$10,000.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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CompTIA A+ Certification

CRM ID: P14SoCal

General Course Description

CompTIA A+ is a program curriculum sponsored by CompTIA that increases the knowledge and technical competency of entry-level computer service technicians. A+ covers two main areas of competency: The Essentials class is followed by: IT Technician, Remote Support Technician, and Depot Technician. A+ is a non-vendor, non-product specific program. It provides industry-recognized valuable knowledge that may open doors with prospective employers or leads to job advancement opportunities. The program is supported by major computer hardware and software vendors, distributors, resellers and publications.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

CompTIA A+ program trains students to be able to identify different types of computers, hardware components, manipulate and control Windows desktop, files, and disks, and change system settings. In addition, students will gain an understanding of how software applications work and how to install and configure them. For every devise and process students will have a conceptual and hands on troubleshooting experience.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Computer Repair Technician	PC / Network Support	Systems Support
Hardware Technician	Bench Technician	PC Field Technician

Program Information

Hours: 140	Approximately 8 weeks of instruction	Price	$3,595.00
Course		Hours	
		Lecture	**Lab
CompTIA A+ Training – Essentials – IT Tech/Remote Support/Depot Tech		70	70
*Two CompTIA Exam Vouchers and Exam Preps			
	Total Program Cost		$3,595.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.
** Veteran Students (Ch. 30 & 33), Labs Hour do not count as clock hours

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CompTIA Network+ Certification

CRM ID: P17SoCal

General Course Description

CompTIA Network+ validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services.

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Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Understanding networking and networking cabling, hubs, switches, routers, bridges, servers, workstations, IP subnetting, WAN/LAN typology, and firewalls.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Network Support Systems Support PC Field Technician

Program Information

Hours: 70	Approximately 4 weeks of instruction	Price	$2,795.00
Course		Hours	
		Lecture	**Lab
CompTIA Network+ Training		35	35
*One CompTIA Exam Voucher and Exam Prep			
	Total Program Cost		$2,795.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.
** Veteran Students (Ch. 30 & 33), Labs Hour do not count as clock hours

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CompTIA A+, Network+

CRM ID: C47SoCal

General Course Description

CompTIA A+ is a program curriculum sponsored by CompTIA that increases the knowledge and technical competency of entry-level computer service technicians. A+ covers two main areas of competency: The Essentials class is followed by: IT Technician, Remote Support Technician, and Depot Technician. A+ is a non-vendor, non-product specific program. It provides industry-recognized valuable knowledge that may open doors with prospective employers or leads to job advancement opportunities. CompTIA Network+ validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services

Prerequisites

A High School Diploma or equivalency is required and Individuals should have basic knowledge of computers and operating systems.

Acquired Skills

Students will be able to identify different types of computers, hardware components, manipulate and control Windows desktop, files, and disks, and change system settings. In addition, students will gain an understanding of how software applications work and how to install and configure them. For every devise and process students will have a conceptual and hands on troubleshooting experience. Understanding networking and networking cabling, hubs, switches, routers, bridges, servers, workstations, IP subnetting, WAN/LAN typology, and firewalls.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Computer Repair Technician | PC / Network Support | Systems Support | PC Field Technician

Course Information

Hours:	210	Approximately 11 weeks of instruction	Price:	$6,100.00
Course			Hours	
CompTIA A+			140	
CompTIA Network+			70	
*Three CompTIA Exam Vouchers and Exam Preps				
		Total Program Cost		$6,100.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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A+, Network+, MCSA Windows

CRM ID: C10Socal

General Course Description

The Microsoft Certified Solutions Associate credential proves that you have the skills to successfully support end-users and to successfully troubleshoot desktop environments that are running the Microsoft Windows operating system.

Audience

The MCSA credential is for IT professionals who are working in the typically complex computing environment of small, medium, or large organizations.

Prerequisites

A High School Diploma or equivalency is required

Acquired Skills

You will be supporting users, troubleshooting desktop applications and Windows 8 operating systems. You will acquire basic computer hardware and software skills and knowledge. Basic networking skills and knowledge will be achieved.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Help Desk PC Technician PC/Desktop Support Analyst

Course Information

Hours: 280	Approximately 14 weeks of instruction	Price:	$6,995.00
Course		Hours	
CompTIA A+		140	
CompTIA Network+		70	
20687 Configuring Windows 8 or 20697-1 Implementing and Managing Windows 10		35	
20688 Managing and Maintaining Windows 8 or 20697-2 Deploying and Managing Windows 10 Using Enterprise Services		35	
*One Microsoft Exam Vouchers & Three CompTIA Exam Vouchers			
	Total Program Cost		$6,995.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education

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CompTIA Security + Certification

CRM ID: P18Socal

General Course Description

This course will prepare students to pass the current CompTIA Security+ certification exam. After taking this course, students will understand the field of network security and how it relates to other areas of information technology. This course also provides the broad-based knowledge necessary to prepare for further study in specialized security fields, or it can serve as a capstone course that gives a general introduction to the field.

Objective

Upon successful completion of this course, students will be able to: - identify fundamental concepts of computer security. - identify security threats. - harden internal systems and services. - harden internetwork devices and services. - secure network communications. - establish security best practices for creating and running web-based applications. - manage public key infrastructure (PKI). - manage certificates. - enforce organizational security policies. - monitor the security infrastructure. - manage security incidents.

Prerequisites

A High school diploma or equivalency is required.

At Course Completion

Upon successful completion of this course, students will be able to: - identify fundamental concepts of computer security. - identify security threats. - harden internal systems and services. - harden internetwork devices and services. - secure network communications. - manage public key infrastructure (PKI). - manage certificates. - enforce organizational security policies. - monitor the security infrastructure.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Security Management Computer Security Specialist Systems Support

Program Information

Hours: 70	Approximately 4 weeks of instruction	Price	$2,795.00
Course		Hours	
		Lecuture	**Lab
CompTIA Security+ Training		35	35
*One CompTIA Exam Voucher and Exam Prep			
	Total Program Cost		$2,795.00

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

** Veteran Students (Ch. 30 & 33), Labs Hour do not count as clock hours

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CompTIA Linux+ Certification

CRM ID: P16Socal

General Course Description

This course provides what you need to prepare for the Linux+ exam, including key core elements of the Linux operating system - installation, file system, RPMs, network configuration, backup, restore, X Window, kernel configuration, application management.

Prerequisite

A High School Diploma or equivalency is required
CompTIA A+, CompTIA Network+

Acquired Skills

This course provides what you need to prepare for the Linux+ exam, including key core elements of the Linux operating system - installation, file system, RPMs, network configuration, backup, restore, X Window, kernel configuration, application management

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Desktop Support Systems Support

Course Information

Hours:	70	Approximately 4 weeks of instruction	Price:	$3,495.00
Course			Hours	
			Lecuture	**Lab
CompTIA Linux+ Training			35	35
*Two CompTIA Exam Vouchers and Exam Preps				
		Total Program Cost		$3,495.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.
** Veteran Students (Ch. 30 & 33), Labs Hour do not count as clock hours

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EC Council - CEH Certified Ethical Hacker

CRM ID: P20SoCal

General Course Description

This class will immerse the student into an interactive environment where they will be shown how to scan, test, hack and secure their own systems. Students then learn how intruders escalate privileges and what steps can be taken to secure a system.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will learn about Intrusion Detection, Policy Creation, Social Engineering, DDoS Attacks, Buffer Overflows and Virus Creation. When a student leaves this intensive 5 day class they will have hands on understanding and experience in Ethical Hacking.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

IT Security Specialist | Systems Security Analyst | Network Administrator

Program Information

Hours: 70	Approximately 4 weeks of instruction	Price	$3,995.00
Course		Hours	
		Lecture	**Lab
Certified Ethical Hacker		35	35
*One Exam Voucher and Exam Prep			
	Total Program Cost		$3,995.00

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

** Veteran Students (Ch. 30 & 33), Labs Hour do not count as clock hours

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Network+ and Security+

CRM ID:C63SoCal

General Course Description

CompTIA Network+ validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services. CompTIA Security+ validates the knowledge and skills of a professional in the field of security, one of the fastest-growing fields in IT. Security+ proves competency in system security, network infrastructure, access control and organizational security.

Prerequisites

A High School Diploma or equivalency is required and Individuals should have basic knowledge of computers and operating systems.

Acquired Skills

Students will be able to identify different types of computers, hardware components, manipulate and control Windows desktop, files, and disks, and change system settings. In addition, students will gain an understanding of how software applications work and how to install and configure them. For every devise and process students will have a conceptual and hands on troubleshooting experience. Understanding networking and networking cabling, hubs, switches, routers, bridges, servers, workstations, IP subnetting, WAN/LAN typology, and firewalls. Students will be able to identify fundamental concepts of computer security. - identify security threats. - harden internal systems and services. - harden internetwork devices and services. - secure network communications. - manage public key infrastructure (PKI). - manage certificates. - enforce organizational security policies. - monitor the security infrastructure.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Computer Repair Technician PC / Network Support Systems Support PC Field Technician

Course Information

Hours:	140	Approximately 7 weeks of instruction	Price:	$5,300.00
Course			Hours	
CompTIA Network+			70	
CompTIA Security+			70	
*Two CompTIA Exam Vouchers and Exam Preps				
		Total Program Cost		$5,300.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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CompTIA A+, Network+, Security+ Certification (DOD 8570)

CRM ID: P15SoCal

General Course Description

CompTIA A+ is a program curriculum sponsored by CompTIA that increases the knowledge and technical competency of entry-level computer service technicians. A+ covers two main areas of competency: The Essentials class is followed by: IT Technician, Remote Support Technician, and Depot Technician. A+ is a non-vendor, non-product specific program. It provides industry-recognized valuable knowledge that may open doors with prospective employers or leads to job advancement opportunities. CompTIA Network+ validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services. CompTIA Security+ validates the knowledge and skills of a professional in the field of security, one of the fastest-growing fields in IT. Security + proves competency in system security, network infrastructure, access control and organizational security.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will be able to identify different types of computers, hardware components, manipulate and control Windows desktop, files, and disks, and change system settings. In addition, students will gain an understanding of how software applications work and how to install and configure them. For every devise and process students will have a conceptual and hands on troubleshooting experience. Understanding networking and networking cabling, hubs, switches, routers, bridges, servers, workstations, IP subnetting, WAN/LAN typology, and firewalls. Students will be able to identify fundamental concepts of computer security. - identify security threats. - harden internal systems and services. - harden internetwork devices and services. - secure network communications. - manage public key infrastructure (PKI). - manage certificates. - enforce organizational security policies. - monitor the security infrastructure.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Computer Repair Technician | PC / Network Support | Systems Support PC Field Technician

Course Information

Hours: 280	Approximately 14 weeks of instruction	Price	$7,073.00
Course		Hours	
CompTIA A+		140	
CompTIA Network+		70	
CompTIA Security+		70	
*Four CompTIA Exam Vouchers and Exam Preps			
	Total Program Cost		$7,073.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Information Technology Network Support Specialist Certificate Program

CRM ID: ITNSSCP (Cohort)
15-1151.00 -Computer User Support Specialists

General Course Description

Student will receive Basic Computer training to Networking to Cloud Administration. This program offers a rounded education in the IT World. This is a beginning course that will introduce the student to basic hardware and software with CompTIA A+ then introduce them to basic networking with CompTIA Network+. Students will round out their training with IT Security training. Training will be completed with an introduction to computing within the Cloud.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will learn how networks function, network components and their functions, TCP/IP networking, addressing and routing, remote access services, LAN/WAN, VPN, and Cisco IOS (software language). A junior Hardware installation, configuring and troubleshooting, Software installation, configuring and troubleshooting, Networking basics, IP addressing and services, Monitoring network services, Names resolution, IP addressing and services, File and print services, Network and remote access. Basic IT Security fundamentals will be mastered along with the foundations of Cloud computing.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Computer Specialist	Computer Support Specialist	Computer Technician
Information Technology Specialist	Network Technician Specialist	Help Desk Analyst

Course Information

Hours: 252	Approximately 14 weeks of instruction	Price $8,900.00
Course		Hours
CompTIA A+ Training – Essentials IT/Remote/Depot/Technician		90
CompTIA Network+ Training		54
CompTIA Security+		54
CompTIA Cloud+		54
*Five CompTIA Exam Vouchers and Exam Preps		
	Total Program Cost	$8,900.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Network+, Security+, CASP Certification

CRM ID: C5Socal

General Course Description

CompTIA Network+ validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services. CompTIA Security+ validates the knowledge and skills of a professional in the field of security, one of the fastest-growing fields in IT. Security + proves competency in system security, network infrastructure, access control and organizational security. The CompTIA Advanced Security Practitioner (CASP) certification designates IT professionals with advanced-level security skills and knowledge.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will be able to identify different types of computers, hardware components, manipulate and control Windows desktop, files, and disks, and change system settings. In addition, students will gain an understanding of how software applications work and how to install and configure them. For every devise and process students will have a conceptual and hands on troubleshooting experience. Understanding networking and networking cabling, hubs, switches, routers, bridges, servers, workstations, IP subnetting, WAN/LAN typology, and firewalls. Students will be able to identify fundamental concepts of computer security. - identify security threats. - harden internal systems and services. - harden internetwork devices and services. - secure network communications. - manage public key infrastructure (PKI). - manage certificates. - enforce organizational security policies. - monitor the security infrastructure. The CASP certification is an international, vendor-neutral exam that proves competency in enterprise security; risk management; research and analysis; and integration of computing, communications, and business disciplines.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Network Support Systems Support

Course Information

Hours: 210	Approximately 11 weeks of instruction	Price	$7,995.00
Course		Hours	
CompTIA Network+		70	
CompTIA Security+		70	
CompTIA Advanced Security Practitioner (CASP)		70	
*Three CompTIA Exam Vouchers and Exam Preps			
	Total Program Cost		$7,995.00

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

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Certified Information Systems Security Professional (CISSP)

CRM ID: C41Socal

General Course Description

This is a very in-depth, comprehensive class designed for security professionals. You will get to understand the "Common Body of Knowledge" which contains a common framework of security terms and principals used by security professionals worldwide. You will learn about the core information security triad and assurance tenets: confidentiality, integrity and availability Access control systems and methodology

Prerequisites

A High school diploma or equivalency is required

Acquired Skills

The training you receive will move you towards mastering the ten security domains as described by the (ISC)2. Main focus: Access Control Systems and Methodology, Application and systems development security, Cryptography, Law and Ethics, Operations Security, Physical Security, Security Management Practices and Telecommunications and Networking Security.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Network Administrator Security Analyst Certified Hacker

Program Information

Hours: 70	Approximately 4 weeks of instruction	Price	$3,595.00
Course		Hours	
		Lecuture	**Lab
Certified Information Systems Security Professional (CISSP)		35	35
	Total Program Cost		$3,595.00

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.
** Veteran Students (Ch. 30 & 33), Labs Hour do not count as clock hours

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Certified Information Systems Security Professional (CISSP) and ITIL

CRM ID: C42SoCal

General Course Description

This is a very in-depth, comprehensive class designed for security professionals. You will get to understand the "Common Body of Knowledge" which contains a common framework of security terms and principals used by security professionals worldwide. You will learn about the core information security triad and assurance tenets: confidentiality, integrity and availability access control systems and methodology
In the ITIL Foundations course the student will learn how to effectively organize and work within a team environment.

Prerequisites

A High School Diploma or equivalency is required and
Security+
Certified Ethical Hacker

Acquired Skills

The training you receive will move you towards mastering the ten security domains as described by the (ISC)2. Main focus: Access Control Systems and Methodology, Application and systems development security, Cryptography, Law and Ethics, Operations Security, Physical Security, Security Management Practices and Telecommunications and Networking Security.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Network Administrator Security Analyst Certified Hacker

Course Information

Hours:	105	Approximately 6 weeks of instruction	Price:	$5,500.00
Course			Hours	
ITIL			35	
Certified Information Systems Security Professional (CISSP)			70	
		Total Program Cost		$5,500.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Computer Hacking Forensics Investigator (CHFI)

CRM ID: C6SoCal

General Course Description

This course will provide participants the necessary skills to identify an intruder's footprint and to properly gather the necessary evidence to prosecute in the court of law.

Computer forensics enables the systematic and careful identification of evidence in computer related crime and abuse cases. This may range from tracing the tracks of a hacker through a client's systems, to tracing the originator of defamatory emails, to recovering signs of fraud.

Prerequisites

A High school diploma or equivalency is required

Acquired Skills

Computer forensics enables the systematic and careful identification of evidence in computer related crime and abuse cases. This may range from tracing the tracks of a hacker through a client's systems, to tracing the originator of defamatory emails, to recovering signs of fraud.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Network Administrator Security Analyst Certified Hacker

Program Information

Hours: 70	Approximately 9 weeks of instruction	Price	$3,995.00
Course		Hours	
		Lecture	**Lab
Computer Hacking Forensics Investigator (CHFI)		35	35
*One Exam Voucher and Exam Prep			
	Total Program Cost		$3,995.00

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

** Veteran Students (Ch. 30 & 33), Labs Hour do not count as clock hours

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Security Professional Program

CRM ID: P60Socal

General Course Description

This high level security program is a combination of CompTIA Security +, Certified Ethical Hacker (CEH) or Computer Hacking Forensics Investigator (CHFI) and Certified Information Systems Security Professional (CISSP). These courses provide a very in-depth, comprehensive approach designed for security professionals. This program will take you from basic computer infrastructure security to learning how to prevent security threats from hackers in addition to learning the "Common Body of Knowledge" which contains a common framework of security terms and principals used by security professionals worldwide.

Prerequisites

The program is designed for experienced technology professionals who have knowledge of networks and server environments. Students should have some experience with Information Security concepts and practices. To earn the CISSP® certification, 4 years of full-time experience in information security or 3 years plus a B.S. degree is required.

Acquired Skills

Upon successful completion of this program, students will be able to: - identify fundamental concepts of computer security. - Harden internal systems and services - enforce organizational security policies. - monitor the security infrastructure- Scan, test, hack and secure their own systems- Master the ten security domains as described by the (ISC)2.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Network Administrator Security Analyst Certified Hacker

Course Information

Hours: 210		Approximately 11 weeks of instruction	Price:	$8,900.00
Course			Hours	
CompTIA Security +			70	
Certified Ethical Hacker (CEH) OR Computer Hacking Forensics Investigator (CHFI)			70	
Certified Information Systems Security Professional (CISSP)			70	
*Two Exam Vouchers (CISSP Voucher not Included) and Exam Preps (CISSP not Included)				
		Total Program Cost		$8,900.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Security Professional Program with Computer Hacking Forensics Investigator (CHFI)

CRM ID: P61Socal

General Course Description

This high level security program is a combination of CompTIA Security +, Certified Ethical Hacker (CEH), Computer Hacking Forensics Investigator (CHFI) and Certified Information Systems Security Professional (CISSP). These courses provide a very in-depth, comprehensive approach designed for security professionals. This program will take you from basic computer infrastructure security to learning how to prevent security threats from hackers in addition to learning the "Common Body of Knowledge" which contains a common framework of security terms and principals used by security professionals worldwide.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Upon successful completion of this program, students will be able to: - identify fundamental concepts of computer security. - Harden internal systems and services - enforce organizational security policies. - monitor the security infrastructure- Scan, test, hack and secure their own systems- Master the ten security domains as described by the (ISC)2.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Network Administrator Security Analyst Certified Hacker

Program Information

Hours: 280	Approximately 14 weeks of instruction	Price	$10,900.00
Course		Hours	
CompTIA Security +		70	
Certified Ethical Hacker (CEH)		70	
Computer Hacking Forensics Investigator (CHFI)		70	
Certified Information Systems Security Professional (CISSP)		70	
*Three Exam Vouchers (CISSP Voucher not Included) and Exam Preps (CISSP not Included)			
	Total Program Cost		$10,900.00

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

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Cisco Certified Networking Administrator Program (CCNA)

CCNA Routing and Switching
CRM ID: P10SoCal

General Course Description

The Cisco CCNA network associate certification validates the ability to install, configure, operate, and troubleshoot medium-size routed and switched networks, including implementation and verification of connections to remote sites in a WAN. This new curriculum includes basic mitigation of security threats, introduction to wireless networking concepts and terminology, and performance-based skills.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will learn networks function, network components and their functions, TCP/IP networking, addressing and routing, remote access services, LAN/WAN, VPN, Cisco IOS (software language).

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Network Administrator | Support Engineer | Network Technician | LAN/WAN Administrator

Course Information

Hours: 140	Approximately 7 weeks of instruction	Price	$5,995.00
Course		Hours	
		Lecture	**Lab
Interconnect Cisco Network Devices-ICND Part 1		35	35
Interconnect Cisco Network Devices-ICND Part 2		35	35
*Two Cisco Exam Vouchers and Exam Prep			
	Total Program Cost		$5,995.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.
** Veteran Students (Ch. 30 & 33), Labs Hour do not count as clock hours

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Cisco Certified Networking Administrator Program (CCNA) with CompTIA - Network+

CCNA Routing and Switching
CRM ID: P11Socal

General Course Description CompTIA Network+ validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services.

The Cisco CCNA network associate certification validates the ability to install, configure, operate, and troubleshoot medium-size routed and switched networks, including implementation and verification of connections to remote sites in a WAN. This new curriculum includes basic mitigation of security threats, introduction to wireless networking concepts and terminology, and performance-based skills.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will learn how networks function, network components and their functions, TCP/IP networking, addressing and routing, remote access services, LAN/WAN, VPN, Cisco IOS (software language).

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Network Administrator | Support Engineer | Network Technician | LAN/WAN Administrator

Course Information

Hours: 210	Approximately 11 weeks of instruction	Price	$7,495.00
Course		Hours	
CompTIA Network+ Training		70	
Interconnect Cisco Network Devices-ICND Part 1		70	
Interconnect Cisco Network Devices-ICND Part 2		70	
*Two Cisco Exam Vouchers, One CompTIA Exam Voucher and Exam Preps			
	Total Program Cost		$7,495.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Cisco Certified Networking Administrator Program (CCNA) with Specialization

CCNA Routing and Switching
CRM ID: P12Socal

General Course Description

Cisco Certified Network Associate Security (CCNA® Security) validates associate-level knowledge and skills required to secure Cisco networks. With a CCNA Security certification, a network professional demonstrates the skills required to develop a security infrastructure, recognize threats and vulnerabilities to networks, and mitigate security threats. The CCNA Security curriculum emphasizes core security technologies, the installation, troubleshooting and monitoring of network devices to maintain integrity, confidentiality and availability of data and devices, and competency in the technologies that Cisco uses in its security structure

The Cisco Certified Network Associate Voice (CCNA® Voice) validates associate-level knowledge and skills required to administer a voice network The Cisco® CCNA Voice certification confirms that the required skill set for specialized job roles in voice technologies such as voice technologies administrator, voice engineer, and voice manager. It validates skills in VoIP technologies such as IP PBX, IP telephony, handset, call control, and voicemail solutions

The Cisco Certified Network Associate Wireless (CCNA® Wireless) validate your ability to configure, implement and support wireless LANs using Cisco equipment. Join that growing number of IT professionals who can manage a wireless LAN configuration across all access points and stations by becoming CCNA Wireless certified.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will learn how networks function, network components and their functions, TCP/IP networking, addressing and routing, remote access services, LAN/WAN, VPN, Cisco IOS (software language).

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Network Administrator Support Engineer LAN/WAN Administrator Network Technician

Course Information

Hours: 175	Approximately 9 weeks of instruction	Price	$8,400.00
Course		Hours	
Implementing Cisco IOS Network Security (IINS) or Implementing Cisco Wireless Network Fundamentals (WIFUND) or Implementing Cisco Collaboration Devices (CICD)		35	
Interconnect Cisco Network Devices-ICND Part 1		70	
Interconnect Cisco Network Devices-ICND Part 2		70	
*Three Cisco Exam Vouchers and Exam Preps			
	Total Program Cost		$8,400.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Cisco Professional Program (CCNP)

CRM ID: P13SoCal

General Course Description

The CCNP Program (Cisco Certified Network Professional) indicates advanced or journeyman knowledge of networks. A CCNP validates the network professional can install, configure, and troubleshoot local and wide area networks for enterprise organizations with networks from 100 to more than 500 nodes.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

The CCNP certifies an individual's networking skills at the advanced level. A CCNP certification shows that you can install, configure, and operate LAN, WAN, and dial access services for larger (100- to 500-node) multiprotocol networks.

Job Titles (Job Titles related to IT Training stretch Horizontally, so job titles can vastly vary, the list below is a sampling but not limited to)

Network Administrator	Level 2 Support Engineer	Network Technician
Support Engineer	Deployment Engineer	LAN/WAN Administrator

Course Information

Hours: 210	Approximately 11 weeks of instruction	Price	$11,300.00
Course		Hours	
Implementing Cisco IP Routing (ROUTE)		70	
Implementing Cisco IP Switched Networks (SWITCH)		70	
Troubleshooting and Maintaining Cisco IP Networks (TSHOOT)		70	
*Three Cisco Exam Vouchers and Exam Preps			
Total Program Cost			$11,300.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education

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Cisco Certified Network Professional Security Professional Program (CCNP Security)

CRM ID: C26SoCal

General Course Description

Cisco Certified Network Professional Security (CCNP® Security) validates advanced knowledge and skills required to secure Cisco networks. With a CCNP Security certification, a network professional demonstrates the skills required to secure and manage network infrastructures to protect productivity, mitigate threats, and reduce costs.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

The CCNP Security curriculum emphasizes Cisco Router IOS (ISR) and Catalyst Switch security features, Adaptive Security Appliance (ASA), secure VPN connectivity, Intrusion Prevention Systems (IPS), Cisco Security Agent (CSA), Security Enterprise and Device Management, Network Admission Control (NAC) as well as techniques to optimize these technologies in a single, integrated network security solution. In addition, CCSP leverages the new CCNA Security certification as a prerequisite.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Network Administrator	Support Engineer	Network Technician	LAN/WAN Administrator

Course Information

Hours: 140	Approximately 7 weeks of instruction	Price	$19,000.00
Course		Hours	
Implementing Cisco Secure Access Solutions (SISAS)		35	
Implementing Cisco Edge Network Security Solutions (SENSS)		35	
Implementing Cisco Secure Mobility Solutions (SIMOS)		35	
Implementing Cisco Threat Control Solutions (SITCS)		35	
*Four Cisco Exam Vouchers and Exam Preps			
		Total Program Cost	$19,000.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Cisco Certified CCNP Wireless Certification

CRM ID: C44SoCal

General Course Description

CCNP Wireless certification addresses the need for designing, implementing, and operating Cisco Wireless networks and mobility infrastructures. CCNP Wireless certification emphasizes wireless networking principles and theory. It also recognizes the expertise and technical acumen of wireless professionals who can assess and translate network business requirements into technical specifications that in turn, are incorporated into successful installations.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Plan and conduct a wireless site survey, to design the RF network and to conduct a post installation assessment to ensure compliancy. Integrate VoWLAN services into the wireless network, implement QoS, as well as support multicast, video and high bandwidth applications into the wireless network. . Integrate mobility services into the network; tune and troubleshoot the WLAN and implement indoor enterprise mesh networks

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Network Administrator Support Engineer Network Technician LAN/WAN Administrator

Course Information

Hours: 140	Approximately 7 weeks of instruction	Price	$19,000.00
Course		Hours	
Designing Cisco Wireless Enterprise Networks (WIDESIGN))		35	
Deploying Cisco Wireless Enterprise Networks (WIDEPLOY)		35	
Troubleshooting Cisco Wireless Enterprise Networks (WITSHOOT)		35	
Securing Cisco Wireless Enterprise Networks (WISECURE))		35	
*Four Cisco Exam Vouchers and Exam Preps			
Total Program Cost			$19,000.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education

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Microsoft Junior Server Administrator with Linux and CompTIA Security+ Specialization

MCSA Windows Server 2012/2016

CRM ID: P25SoCal

General Course Description

Student will receive Basic Computer training to Networking to Server Administration. This program offers a rounded education in the IT Networking Server World. The Microsoft Windows Server 2012 Junior Server Administrator Program at New Horizons Career Development Solutions is designed to give you in-depth, current skills on network infrastructure using Windows Server 2008. Prerequisites student should be familiar with personal computers and the Windows operating system and have a good idea of how to use basic computer applications. This is a beginning course that will introduce the student to the network world starting with the basic hardware of A+ and network world with Net +.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will learn how networks function, network components and their functions, TCP/IP networking, addressing and routing, remote access services, LAN/WAN, VPN, and Cisco IOS (software language). A junior Hardware installation, configuring and troubleshooting, Software installation, configuring and troubleshooting, Networking basics, IP addressing and services, Monitoring network services, Names resolution, IP addressing and services, File and print services, Network and remote access.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Computer and Network Support Specialist

Network and Computer Systems Administrators

Course Information

Hours:	560	Approximately 28 weeks of instruction	Price:	$14,000.00
Course			Hours	
CompTIA A+ Training – Essentials IT/Remote/Depot/Technician			140	
CompTIA Network+ Training			70	
CompTIA Linux+			70	
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016			70	
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016			70	
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016			70	
CompTIA Security+			70	
*Six CompTIA Exam Vouchers, Three Microsoft Exam Vouchers and Exam Preps				
			Total Program Cost	$14,000.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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MCSA – Microsoft Windows Server Junior Server Administrator

CRM ID: C12SoCal

General Course Description

The Microsoft Windows Server Junior Server Administrator Program at New Horizons Career Development Solutions is designed to give you in-depth, current skills on network infrastructure using Windows Server. Learn to troubleshoot hardware and software problems that may affect network processing and routing operations. Analyze immediate networks issues, and apply solutions.

Audience

The goal of this program is to prepare you to provide support for IT systems including day-to-day operations, monitoring, and problem resolution for network problems. Windows 2012 Junior Server Administrators assist in administration, troubleshooting, and support of operating systems, servers, and applications.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

A junior hardware installation, configuring and troubleshooting, Software installation, configuring and troubleshooting, Networking basics, IP addressing and services, Monitoring network services, Names resolution, IP addressing and services, File and print services, Network and remote access.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Network Administrator Network Technician PC/Network Support Desktop Support

Course Information

Hours: 420	Approximately 21 weeks of instruction	Price:	$9,900.00
Course		Hours	
CompTIA A+ Certification		140	
CompTIA Network + Certification		70	
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016		70	
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016		70	
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016		70	
Three Microsoft and Three CompTIA Exams and Exam Prep			
		Total Program Cost	$9,900.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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MCSA – Microsoft Certified Solutions Associate

CRM ID: C23SoCal

General Course Description

The Microsoft Certified Solutions Associate (MCSA): Windows Server certification shows that you have the minimum set of skills needed to hit the ground running, and differentiates you as better able to work with Windows Server in a real-world business context. This certification validates a set of primary Windows Server skills that are relevant across multiple solution areas. MCSA: Windows Server certification is a prerequisite for earning an MCSE: Private Cloud.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

A typical MCSA will support from 200 to 26,000 or more users at two to 100 physical locations. Typical network services and resources include messaging, database, file and print, proxy server or firewall, Internet and intranet, remote access, and client computer management. Connectivity needs include connecting branch offices and individual users in remote locations to the corporate network and connecting corporate networks to the Internet.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Network Administrator Network Technician PC/Network Support Desktop Support

Course Information

Hours: 210	Approximately 11 weeks of instruction	Price	$7,860.00
Course		Hours	
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016		70	
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016		70	
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016		70	
*Three Microsoft Exam Vouchers and Exam Preps			
	Total Program Cost		$7,860.00

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

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MCSA– Microsoft Certified Solutions Associate for SQL Server

CRM ID: C33SoCal

General Course Description

MCSA DB Administrator for SQL Server prepares the student to install or configure Microsoft SQL Server and manage, maintain databases or multidimensional databases it includes development of strategies for data archiving, consolidation, distribution, and recovery. The course stresses capacity analysis and emphasizes the tradeoffs that need to be made during design. In addition, the course emphasizes that students should think about the whole environment, which includes business needs, regulatory requirements, network systems, and database considerations during design.

Prerequisites

Before attending this course, students must have basic knowledge of security protocols, have working knowledge of network and database architectures and technologies, Active Directory service, have experience creating Microsoft Office Visio drawings or have equivalent knowledge or have a Microsoft Certified Technology Specialist: Microsoft SQL Server credential and a High School Diploma or equivalency is required.

Acquired Skills

After completing this course, students will be able to manage and automate databases and servers. Manage supporting services, analyze storage, CPU, memory, and network capacity needs, design a strategy for Database Administration. Establish database conventions and standards in a Microsoft SQL Server environment.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Database Administrator Sr. Database Administrator

Course Information

Hours: 210	Approximately 11 weeks of training	Price	$7,860.00
Course		Hours	
		Lecture	**Lab
20461 Querying Microsoft SQL Server		35	35
20462 Administering Microsoft® SQL Server Databases		35	35
20463 Implementing a Data Warehouse with Microsoft SQL Server		35	35
*Three Microsoft Exam Vouchers and Exam Preps			
	Total Program Cost		$7,860.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

** Veteran Students (Ch. 30 & 33), Labs Hour do not count as clock hours

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MCSA – Microsoft SQL Database Administrator with Business Intelligence (Entry Level)

CRM ID: C11SoCal

General Course Description

Program is designed as an entry level into the Microsoft SQL environment. Students will begin with Access and Crystal Reports training then will take the T-SQL coding along with XML syntax. Students will earn a Database Administration Certification and a Business Intelligence Certification. Business Intelligence uses Analysis, Integration, Data Warehousing and Reporting Services to produce knowledge and company planning.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Select SQL Server services to support an organization's business needs, plan for source control, unit testing, and deployment to meet an organization's needs. • Evaluate advanced query techniques. • Evaluate advanced XML techniques. Approach database design from a systematic perspective, gather database requirements, and formulate a conceptual design. • Analyze and evaluate a logical database design. • Design a database access strategy. • Design a normalized database, Optimize a database design by demoralizing

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Database Administrators	Network Systems and Data Communications Analysis	Network and Systems Administrators

Course Information

Hours: 268	Approximately 14 weeks of training	Price	$9,995.00
Course		Total Hours	
Microsoft Access Levels One and Two		64	
Crystal Reports Levels One and Two		64	
4994 Introduction to Programming Microsoft .NET CS or VB (No Courseware Included)		35	
20461 Querying Microsoft SQL Server		35	
20462 Administering Microsoft® SQL Server Databases		35	
20463 Implementing a Data Warehouse with Microsoft SQL Server		35	
*Three Microsoft Exam Vouchers and Exam Prep			
		Total Program Cost	$9,995.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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MCSE – Microsoft Certified Solutions Expert Server Infrastructure

CRM ID: C57SoCal

General Course Description

This program is the premier credential for technical professionals who analyze the business requirements and design/implement the infrastructure for business solutions based on the Microsoft Windows platform and Microsoft server software.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Design and implement infrastructure systems using the Microsoft Windows platform and Microsoft server software, based on your analysis of business needs. You are able to install, configure, and troubleshoot network systems.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

System Administrator PC LAN Technician Information Systems Analyst Network Administrator Systems Engineer

Course Information

Hours: 350	Approximately 18 weeks of instruction	Price	$13,000.00
Course		Hours	
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016		70	
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016		70	
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016		70	
20413 Designing and Implementing a Server Infrastructure		70	
20414 Implementing an Advanced Server Infrastructure		70	
*Five Microsoft Exam Vouchers and Exam Preps			
	Total Program		$13,000.00

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

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MCSE – Microsoft Certified Solutions Expert Sharepoint

CRM ID: C28SoCal

General Course Description

This program is the premier credential for technical professionals who analyze the business requirements and design/implement the infrastructure for business solutions based on the Microsoft Windows platform and Microsoft server software. Validate your ability to move your company to the cloud, increase user productivity and flexibility, reduce data loss, and improve data security for your organization.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Design and implement infrastructure systems using the Microsoft Windows platform and Microsoft server software, based on your analysis of business needs. You are able to install, configure, and troubleshoot network systems.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

System Administrator PC LAN Technician Information Systems Analyst Network Administrator Systems Engineer

Course Information

Hours: 350	Approximately 18 weeks of instruction	Price	$13,000.00
Course		Hours	
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016		70	
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016		70	
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016		70	
20331 Core Solutions of Microsoft SharePoint Server 2013		70	
20332 Advanced Solutions of Microsoft SharePoint Server 2013		70	
*Five Microsoft Exam Vouchers and Exam Preps			
		Total Program	$13.000.00

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

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MCSE Microsoft Certified Solutions Expert Private Cloud

CRM ID: C19SoCal

General Course Description

This program is the premier credential for technical professionals who analyze the business requirements and design/implement the infrastructure for business solutions based on the Microsoft Windows platform and Microsoft server software. Prove your expertise in managing and implementing Microsoft private cloud computing technologies. With Windows Server and System Center, you will build your Microsoft private cloud solution to optimize IT service delivery and gain the automation and flexibility you need for your IT infrastructure, now and in the future.

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Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Design and implement infrastructure systems using the Microsoft Windows platform and Microsoft server software, based on your analysis of business needs. You are able to install, configure, and troubleshoot network systems.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

System Administrator PC LAN Technician Information Systems Analyst Network Administrator Systems Engineer

Course Information

Hours: 350	Approximately 18 weeks of instruction	Price	$13,000.00
Course		Hours	
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016		70	
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016		70	
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016		70	
20246 Monitoring and Operating a Private Cloud		70	
20247 Configuring and Deploying a Private Cloud		70	
*Five Microsoft Exam Vouchers and Exam Preps			
		Total Program	$13,000.00

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

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MCSE – Microsoft Certified Solutions Expert Messaging

CRM ID: C56SoCal

General Course Description

This program is the premier credential for technical professionals who analyze the business requirements and design/implement the infrastructure for business solutions based on the Microsoft Windows platform and Microsoft server software. Validate your ability to move your company to the cloud, increase user productivity and flexibility, reduce data loss, and improve data security for your organization.

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Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Design and implement infrastructure systems using the Microsoft Windows platform and Microsoft server software, based on your analysis of business needs. You are able to install, configure, and troubleshoot network systems.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

System Administrator PC LAN Technician Information Systems Analyst Network Administrator Systems Engineer

Course Information

Hours: 280	Approximately 14 weeks of instruction	Price	$13,000.00
Course		Hours	
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016		70	
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016		70	
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016		70	
20341 Core Solutions of Microsoft Exchange Server 2013		35	
20342 Advanced Solutions of Microsoft Exchange Server 2013		35	
*Five Microsoft Exam Vouchers and Exam Preps			
	Total Program		$13,000.00

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

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MCSE – Microsoft Certified Solutions Expert Server/Cloud with VMWARE

CRM ID: C17SoCal

General Course Description

The Microsoft Certified Solutions Expert (MCSE) credential is the leading certification for Windows Server, providing widely recognized, objective validation of your ability to perform critical, current IT job roles by using Microsoft technologies to their best advantage. This course provides details on how to deploy and manage Hyper-V and Remote Desktop Services on Windows Servers Hyper-V and Remote Desktop Services on Windows Server. The course also provides details on how to manage a server virtualization environment by using System Center products. The VMWare explores installation, configuration and management of VMware vSphere.

Audience

The MCSE program is appropriate for Network Administrators, Network Engineers, Systems Administrators, IT Professionals, IS Administrators, Network Technicians, and Technical Support Specialists.

Prerequisites

It is expected that candidates pursuing this certification have a minimum of one year experience working as a Network or Systems Administrator. A high school diploma or equivalency is required.

Acquired Skills

The MCSE Server 2012 Administrator is an advanced certification for Windows Server. Network Administrators. Individuals who successfully complete this program will be able to design and implement infrastructure systems using the Microsoft Windows platform and Microsoft server software, based on analysis of business needs, install, configure, and troubleshoot network systems. Deploying and managing Hyper-V and Remote Desktop Services on Windows Servers Hyper-V and Remote Desktop Services on Windows Server. Managing a server virtualization environment by using System Center products. The VMWare explores installation, configuration and management of VMware vSphere.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Window Server Administrator | Server Systems Administrator | Network administrator
IT Technology Project Managers | Computer Systems Engineers

Course Information

Hours: 385	Approximately 20 weeks of instruction	Price	$16,595.00
Course		Hours	
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016		70	
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016		70	
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016		70	
20246 Monitoring and Operating a Private Cloud		70	
20247 Configuring and Deploying a Private Cloud		70	
VMWare VSphere Install, Configure, Manage		35	
*Five Microsoft, One VMWare Exam Voucher and Exams Preps included			
		Total Program Cost	$16,595.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education

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Virtualization Program with MCTS- Hyper-V and VMWARE

CRM ID: C1Socal

General Course Description

This course provides details on how to deploy and manage Hyper-V and Remote Desktop Services on Windows Servers Hyper-V and Remote Desktop Services on Windows Server. The course also provides details on how to manage a server virtualization environment by using System Center products. The VMWare explores installation, configuration and management of VMware vSphere, with the addition of Cloud Director for implementation of small private vCloud solutions.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Deploying and managing Hyper-V and Remote Desktop Services on Windows Servers Hyper-V and Remote Desktop Services on Windows Server. Managing a server virtualization environment by using System Center products. The VMWare explores installation, configuration and management of VMware vSphere. Deploy vCloud Director, Manage vCloud Director to satisfy small private cloud business needs.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

VMWARE Administrator
Computer Systems Engineers/Architects
Systems Administrator Information Technology Project Managers

Course Information

Hours:105 hours	Approximately 6 weeks of instruction	Price	$9,995.00
Course		Hours	
20409 Server Virtualization with Windows Server Hyper-V and System Center		35	
VMWare VSphere Install, Configure, Manage (VCP)		35	
WMWare VSphere Bootcamp		14	
CompTIA Cloud Essentials		21	
*One Microsoft, One VMWare, One CompTIA Exam Vouchers and Exam Preps			
Total Program Cost			$9,995.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education

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Microsoft Backend Development

MCSD Web Applications
CRM ID: P44SoCal

Audience

Technology Specialists typically pursue careers as Web developers, Windows developers, or enterprise software developers. They may also be developers and system administrators who do not work with the .NET Framework daily but who want to show their breadth of technology experience

Prerequisites

A High school diploma or equivalency is required.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Graphic Designers
Multi-Media Artists
Animators

Course Information

Hours: 471	Approximately 24 weeks of instruction	Price	$10,295.00
Course		Hours	
20480 Programming in HTML5 with Java Script and CSS3		35	
20486 Developing ASP.NET 4.5 MVC Web Applications		35	
20487 Developing Windows Azure and Web Services.		35	
Java EE Programming: AJAX Fundamentals (LearnNowPlus)		70	
Java Programming		70	
HTML5: Content Authoring Fundamentals / New and Advanced Features		32	
*Three Microsoft Exam Vouchers and Exam Preps			
Total Program Cost			$10,295.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education

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MCSD– Microsoft Certified Solutions Developer Web Applications

CRM ID: C54Socal

General Course Description

In this course, students will learn how to design and develop services that access local and remote data from various data sources. Students will also learn how to develop and deploy services to hybrid environments, including on-premises servers and Windows Azure.

Prerequisites

A High school diploma or equivalency is required. To achieve this certification you must have a foundation of web programming skills using HTML5 with JavaScript and ASP.NET MVC 4. This course is intended for both novice and experienced .NET developers who have a minimum of six months programming experience, and want to learn how to develop services and deploy them to hybrid environments

Acquired Skills

Overview of HTML and CSS. Exploring the Contoso Conference Application. Creating and Styling HTML5 Pages. Introduction to JavaScript. Creating Forms to Collect Data and Validate User Input. Creating a Form and Validating User Input. Communicating with a Remote Data Source. Module 6: Styling HTML5 by Using CSS3. Creating Objects and Methods by Using JavaScript. Creating Interactive Pages using HTML5 APIs, Describe the Microsoft Web Technologies stack and select an appropriate technology to use to develop any given application. •Create MVC Models and write code that implements business logic within Model methods, properties, and events. Describe what a Web API is and why developers might add a Web API to an application. Secure WCF services using transport and message security. Implement federated authentication by using ACS with ASP.NET Web API services Monitor and log services, both on-premises and in Windows Azure.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Web Application Developer Webmaster

Course Information

Hours: 204	Approximately 11 weeks of instruction	Price	$7,295.00
Course		Hours	
		Lecture	**Labs
20480 Programming in HTML5 with JavaScript and CSS3		35	N / A
20483 Programming in C#		35	N / A
20486 Developing ASP.NET MVC 4 Web Applications		35	N / A
20487 Developing Windows Azure and Web Services		35	N / A
SharePoint Designer Levels One and Two		16	16
HTML5: Content Authoring Fundamentals / New and Advanced Features		16	16
*Three Microsoft Exam Vouchers and Exams Preps			
		Total Program Cost	$7,295.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

** Veteran Students (Ch. 30 & 33), Labs Hour do not count as clock hours

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MCSA – Microsoft SQL Database Administrator / Business Intelligence Analyst / Healthcare

CRM ID: P40Socal

GENERAL COURSE DESCRIPTION

Healthcare information technology (HIT) provides the umbrella framework to describe the comprehensive management of health information across computerized systems and its secure exchange between consumers, providers, government and quality entities, and insurers. Health information technology (HIT) is in general increasingly viewed as the most promising tool for improving the overall quality, safety and efficiency of the health delivery system. Broad and consistent utilization of HIT will: Improve health care quality; Prevent medical errors; Reduce health care costs; Increase administrative efficiencies Decrease paperwork; and Expand access to affordable care. Emphasis is placed on the Microsoft SQL environment. Students will take the T-SQL coding along with XML syntax. Students will earn a Database Administration Certification and a Business Intelligence Certification. Business Intelligence uses Analysis, Integration, Data Warehousing and Reporting Services to produce knowledge and company planning.

Audience

Intermediate-level database training for career changers and career enhancers.

Prerequisites

Before attending this course, students must have basic knowledge of objected oriented programming, relational databases and basic knowledge on PC's

.

Acquired Skills

Select SQL Server services to support an organization's business needs, plan for source control, unit testing, and deployment to meet an organization's needs. • Evaluate advanced query techniques. • Evaluate advanced XML techniques. Approach database design from a systematic perspective, gather database requirements, and formulate a conceptual design. • Analyze and evaluate a logical database design. • Design a database access strategy. • Design a normalized database, Optimize a database design by de-normalizing. Electronic Medical Records

CERTICATION for Certified Electronic Health Records Specialist (CEHRS) Exam Voucher not included

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Healthcare Analysts | Vendor/Data Analysis | Database Administrators

Course Information

Hours: 425	Approximately 22 weeks of training	Price:	$10,560.00
Course		Hours	
20461 Querying Microsoft SQL Server		35	
20462 Administering Microsoft® SQL Server Databases		35	
20463 Implementing a Data Warehouse with Microsoft SQL Server		35	
Human Anatomy, Physiology and Medical Terminology		160	
Electronic Health Records		160	
Two Microsoft Exam Vouchers and Prep Exams			
	Total Program Cost		$7,200.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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MCSA - Microsoft Help Desk with Healthcare IT Specialization

CRM ID: P69Socal

General Course Description

Student will receive Basic Computer training to Networking to Desktop Administration. This program offers a rounded education in the IT Networking Server World. Student should be familiar with personal computers and the Windows operating system and have a good idea of how to use basic computer applications. The Medical Terminology and Electronic Health Records is designed to empower students with skills and knowledge that will increase their workplace competence and advantage. The balanced training program covers industry specification preparation for working in a IT position in the healthcare field.

Prerequisites

A high school diploma or equivalency is required

Acquired Skills

Students will learn how networks function, network components and their functions, TCP/IP networking, addressing and routing, remote access services, LAN/WAN, VPN, and IOS (software language). A junior Hardware installation, configuring and troubleshooting, Software installation, configuring and troubleshooting, Networking basics, IP addressing and services, Monitoring network services, Names resolution, IP addressing and services, File and print services, Network and remote access

With the skills learned in the professional development series he/ she is able to perform:

- Identify the administrative roles and understand the various concepts and skills necessary, to function in the medical environment.
- Demonstrate an understanding of medical terminology, basic anatomy and physiology, medical ethics and legal aspects, and privacy and security issues.
- Demonstrate competency and the application of administrative skills and procedures needed for the medical administrative assistant to function in a health care setting.
- Demonstrate the necessary level of professionalism, responsibility, flexibility, organization, and skill in human relations and customer service to enter the health care field.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Hospital Computer and Network Support Specialist Hospital Network and Computer Systems Help Desk Specialist

Course Information

Hours:	667	Approximately 34 weeks of instruction	Price:	$10,285.00
Course			Hours	
CompTIA A+ Training – Essentials IT/Remote/Depot/Technician			140	
CompTIA Network+ Training			70	
20697-1 Implementing and Managing Windows 10			70	
20697-2 Deploying and Managing Windows 10 Using Enterprise Services			35	
Outlook Levels One and Two			32	
HI 1014 Human Anatomy, Physiology & Medical Terminology			160	
HI-1018 Electronic Health Records			160	
*Three CompTIA Exam Vouchers , Two Microsoft Exam Vouchers, CEHRS Exam Vouchers and Exam Preps				
		Total Cost Of Program		$10,285.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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ITIL - Foundations - Business Needs and Goals - IT Best Practices

CRM ID: C16Socal

General Course Description

Career Development Solutions ITIL training and certification classes will show you how to align your business needs and goals with your IT services and prepare for ITIL Certification.

Learn procedures and best practices drawn from years of experience in both public and private sector organizations. Information Technology Infrastructure Library (ITIL) is a series of books and concepts which help guide an organization in IT best practices in order to provide quality IT services.

Prerequisite

A High school diploma or equivalency is required.

Job Titles (Job Titles related to Project Management IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Software Quality Assurance Engineer and Tester
Medical and Health Service Managers
Computer Systems Analyst
Management Analysis

Course Information

Hours: 111	Approximately 6 weeks of training	Price	$8,800.00
Course		Hours	
		Lecture	**Lab
ITIL Foundations		21	N/A
ITIL Practitioner Certification		14	N/A
ITIL Intermediate Lifecycle: Service Strategy		28	N/A
Microsoft Project Levels One and Two		16	16
Project Management Skills for Non-Project Managers		8	8
*Three Exam Vouchers and Exam Preps			
		Total Program Cost	$8,800.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.
** Veteran Students (Ch. 30 & 33), Labs Hour do not count as clock hours

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Six Sigma Lean Green Belt

CRM ID: C70SoCal

General Course Description

This course is designed for professionals with a MBA degree or has 10 years equivalent experience. Following the course combined with assigned projects can lead to Black Belt Certification.

Prerequisites

Must be Six Sigma Lean Green Belt Certified and be familiar with personal computers and the windows operating system

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Software Quality Assurance Engineer and Tester
Medical and Health Services Manager
Computer Systems Analyst
Management Analysis

Course Information

Hours: 21	Approximately 2 weeks of training	Price:	$2.100.00
Course		Hours	
Six Sigma Green Belt		21	
	Total Program Cost		$2,100.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Six Sigma Lean Black Belt

CRM ID: P63SoCal

General Course Description

This course is designed for professionals with a MBA degree or has 10 years equivalent experience. Following the course combined with assigned projects can lead to Black Belt Certification.

Prerequisites

Must be Six Sigma Lean Green Belt Certified and be familiar with personal computers and the windows operating system and a high school diploma or equivalency is required

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Software Quality Assurance Engineer and Tester	Computer Systems Analyst
Medical and Health Services Manager	Management Analysis

Course Information

Hours: 35	Approximately 2 weeks of training	Price:	$3,500.00
Course		Hours	
Six Sigma Black Belt		35	
		Total Program Cost	$3,500.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Six Sigma Lean Black Belt with Project Management

CRM ID: P64Socal

General Course Description

This Project oriented program includes Lean Six Sigma Black Belt training. Microsoft Project, which is a necessary tool for Project Management and Six Sigma Professionals, will be taught to the advanced level. Student will learn the basics of Lean Six Sigma and by the end will be able to apply Lean Six Sigma methodologies into a project. To earn Sigma Certification Students will need to complete a White Paper which implements Six Sigma Methodology into a project. Students will be awarded their belt from the instructor upon approval of the project. Students will learn the PMBOK methods of Project Management.

Prerequisites

A High school diploma or equivalency is required

Job Titles (Job Titles related to Six Sigma, Project Management and IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Project Managers	Computer Systems Analyst
Medical and Health Services Manager	Management Analysis

Course Information

Hours: 158	Approximately 8 weeks of training	Price	$7,500.00
Course		Hours	
Six Sigma Green Belt		21	
Project Management Professional		70	
Six Sigma Lean Black Belt		35	
Microsoft Project Levels One and Two		32	
Total Program Cost			$7,500.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Six Sigma Professional Program

General Course Description

This course is designed for professionals with a MBA degree or has 10 years equivalent experience

Prerequisites

Should be familiar with personal computers and the windows operating system and be a business professional.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Project Managers

Management Analysis

Course Information

Hours: 136	Approximately 7 weeks of training	Price:	$5,000.00
Course		Hours	
Six Sigma Green Belt		21	
Six Sigma Lean Black Belt		35	
Microsoft Project One and Two		32	
Microsoft Excel One, Two and Three		48	
	Total Program Cost		$5,000.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Six Sigma Lean Black Belt / ITIL Foundations

CRM ID: C69SoCal

General Course Description

This course is designed for professionals with a MBA degree or has 10 years equivalent experience in the IT world. Following the course combined with assigned projects can lead to Black Belt Certification.

In the ITIL Foundations course the student will learn how to effectively organize and work within a team environment.

Prerequisites

Should be familiar with personal computers and the windows operating system and be a business professional.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Software Quality Assurance Engineer and Tester

Computer Systems Analyst

Medical and Health Service Managers

Management Analysis

Course Information

Hours: 56	Approximately 3 weeks of training	Price:	$5,000.00
		Hours	
Six Sigma Lean Black Belt		35	
ITIL Foundations or Six Sigma Green Belt		21	
		Total Program Cost	$5,000.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Six Sigma Lean Black Belt / ITIL Foundations / CompTIA- Project +

CRM ID: P62SoCal

General Course Description

This course is designed for professionals with a MBA degree or has 10 years equivalent experience in the IT world. Following the course combined with assigned projects can lead to Black Belt Certification.

In the ITIL Foundations course the student will learn how to effectively organize and work within a team environment.

The CompTIA Project+ course will prepare students for the current CompTIA Certification exam. IT covers the full range of skills and concepts students need to know to plan and implement projects culminating in the creation of a project schedule. You learn how to manage business concerns such as cost and risk and it is balanced by thorough coverage of best practices in managing people and resources. Students will also learn how to manage change and the steps necessary in closing a project.

Prerequisites

Should be familiar with personal computers .High school diploma or equivalency is required

Job Titles (Job Titles related to IT and Six SigmaTraining stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Software Quality Assurance Engineer and Tester

Computer Systems Analyst

Medical and Health Service Managers

Management Analysis

Course Information

Hours: 112	Approximately 6 weeks of training	Price	$8,500.00
Course		Hours	
Six Sigma Lean Black Belt		35	
ITIL Foundations		21	
Six Sigma Green Belt		21	
CompTIA Project +		35	
One CompTIA Exam Voucher and Exam Prep			
		Total Program Cost	$8,500.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Project Certifications Program

CRM ID: P2csocal

General Course Description

This Project oriented program includes a CompTIA Certification in Project (Project+). The program begins with foundational classes where students will master the skills of Microsoft project and moves forward to Project Certifications. VISIO levels one and two will also be covered within this program.

Prerequisites

You will need basic PC skills. A High school diploma or equivalency is required.

Acquired Skills

Student will learn to design and track well-formed projects by gathering requirements, creating a project plans and assessing project risk while managing multiple business priorities. In addition, the student will learn how to use a computer program (Microsoft Project) as a tool for projects and will acquire the ability through Visio.

Job Titles (Job Titles related to IT and Project Management Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Architects	First-Line Supervisor	Network and Computer	Computer and IS Admin
Managers of Construction	Civil Engineers	Systems Administrator	

Course Information

Hours: 179	Approximately 9 weeks of instruction	Price	$6,275.00
Course		Hours	
Project Management Fundamentals		16	
Microsoft Project Levels One and Two		32	
Microsoft Excel Levels One, Two and Three		48	
CompTIA Project +		35	
Microsoft SharePoint Foundation Levels One and Two		32	
Visio Levels One and Two		16	
*One Microsoft Exam Voucher, One CompTIA Exam Voucher and Exam Preps			
Total Program Cost			$6.275.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Project Management Professional Program

CRM ID: C72SoCal

General Course Description

This Project oriented program includes a Project Management Professional PMI approved course along MS project and Excel. The combination of courses blends project management methodologies and computer applications for a well-rounded approach to Project Management.

Prerequisites

This course is designed for professionals Five years or more experience as a Project Manager and a high school diploma or equivalency is required

Job Titles (Job Titles related to IT and Project Management Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Project Managers	Medical and Health Services Manager
Computer Systems Analyst	Management Analysis

Course Information

Hours: 150	Approximately 8 weeks of training	Price:	$5,000.00
Course		Hours	
		Lecture	**Lab
Microsoft Project Levels One and Two		16	16
Project Management Professional		35	35
Microsoft Excel Levels One, Two and Three		24	24
		Total Program Cost	$5,000.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Project Management Professional (PMI) Program

CRM ID: C56SoCal

General Course Description

This Project oriented program includes a Project Management Professional PMI approved course along with Visio, MS project, Excel and a Project Business Skills course. The combination of courses blends project management methodologies and computer applications for a well-rounded approach to Project Management.

Prerequisites

This course is designed for professionals Five years or more experience as a Project Manager and a high school diploma or equivalency is required

Job Titles (Job Titles related to IT and Project Management Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Project Managers	Medical and Health Services Manager
Computer Systems Analyst	Management Analysis

Course Information

Hours: 217	Approximately 11 weeks of training	Price:	$6,600.00
Course		Hours	
CompTIA Project +		35	
Microsoft Project Levels One and Two		32	
Project Management Professional		70	
Visio Levels One and Two		16	
Microsoft Excel Levels One, Two and Three		48	
Project Management Fundamentals		16	
*One CompTIA Exam Voucher and Exam Prep			
		Total Program Cost	$6,600.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Project Management and Process Improvement

CRM ID: C66SoCal

General Course Description

This Project oriented program includes Lean Six Sigma Green Belt training. Microsoft Project, which is a necessary tool for Project Management and Six Sigma Professionals, will be taught to the advanced level. Student will learn the basics of Lean Six Sigma and by the end will be able to apply Lean Six Sigma methodologies into a project. To earn Sigma Certification Students will need to complete a White Paper which implements Six Sigma Methodology into a project. Students will be awarded their belt from the instructor upon approval of the project. Students will learn the PMBOK methods of Project Management.

Prerequisites

This course is designed for professionals with Five years or more experience as a Project Manager and a high school diploma or equivalency is required

Job Titles (Job Titles related to IT and Project Management Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Project Managers	Medical and Health Services Manager
Computer Systems Analyst	Management Analysis

Course Information

Hours: 171	Approximately 9 weeks of training	Price:	$5,000.00
Course		Hours	
Six Sigma Green Belt		21	
Project Management Professional		70	
Microsoft Project Levels One and Two		32	
Microsoft Excel Levels One, Two and Three		48	
	Total Program Cost		$5,000.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Project Management Professional / Six Sigma Lean Black Belt Training Program

CRM ID: P55SoCal

General Course Description

This Project oriented program includes a Project Management Profession PMI approved course along with training for a Six Sigma Black Belt. Following the course combined with assigned projects can lead to Black Belt Certification.

Prerequisites

A High school diploma or equivalency is required

Job Titles (Job Titles related to Project Management and Six Sigma stretch Horizontally, they can vastly vary)

Course Information

Hours: 254	Approximately 13 weeks of training	Price:	$10,000.00
Course		Hours	
Six Sigma Green Belt		21	
Microsoft Project Levels One and Two		32	
Project Management Professional		70	
Six Sigma Lean Black Belt		35	
Visio Levels One and Two		16	
Microsoft Excel Levels One, Two and Three		48	
Time Management or Organizational Skills		8	
Project Management Fundamentals		16	
Effective Presentations		8	
	Total Program Cost		$10,000.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Red Hat Certified Systems Administrator (RHCSA)

CRM ID: C31Socal

General Course Description

Red Hat Certified Engineer (RHCSA) is a performance-based test that measures actual competency on live systems. Called the "crown jewel of Linux certifications," RHCSA proves an individual's ability to configure networking services and security on servers running a Red Hat OS. RHCSA was recently named the hottest certification in all of IT by CertCities.com

An introduction to fundamental end-user and administrative tools in Red Hat Enterprise Linux, designed for students with little or no command-line Linux or UNIX experience

For users of Linux (or UNIX) who want to start building skills in systems administration on Red Hat Enterprise Linux, to a level where they can attach and configure a workstation on an existing network.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

The RHCSA is designed for those wanting to prepare for professional responsibilities as a Linux systems administrator at the Technician level. You'll learn all the skills required to manage a Linux workstation and attach it to a corporate network, including configuration of client-side network services

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Linux Administrator

Systems Administrator

Course Information

Hours: 172	Approximately 8 weeks of training	Price	$7,500.00
Course		Hours	
Communication Strategies		8	
Project Management Fundamentals		8	
Organizational Skills		8	
Time Management		8	
CompTIA Linux+ (exam not included)		70	
RH124 Red Hat System Administration I		35	
RH135 Red Hat System Administration II with RHCSA Exam or RH134 Red Hat System Administration II with RHCSA Kiosk Exam		35	
	Total Cost of Program		$7,500.00

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Red Hat Certified Systems Administrator (RHCSE)

CRM ID: C68SoCal

General Course Description

Red Hat Certified Engineer (RHCE) is a performance-based test that measures actual competency on live systems. Called the "crown jewel of Linux certifications," RHCE proves an individual's ability to configure networking services and security on servers running a Red Hat OS. RHCE was recently named the hottest certification in all of IT by CertCities.com

An introduction to fundamental end-user and administrative tools in Red Hat Enterprise Linux, designed for students with little or no command-line Linux or UNIX experience

For users of Linux (or UNIX) who want to start building skills in systems administration on Red Hat Enterprise Linux, to a level where they can attach and configure a workstation on an existing network.

For Linux- and/or UNIX- systems administrators who want to build skills at configuring common network services and security administration using Red Hat Enterprise Linux. See complete details below.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

RHCE is designed for those wanting to prepare for professional responsibilities as a Senior Administrator. You'll learn bash scripting and tools, file security, software management, network monitoring, route network traffic, secure network traffic, file sharing with NFS, Caching Only DNS Server, Troubleshooting Boot Process, etc.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Systems Administrator | Linux Engineer | Systems Engineer

Course Information

Hours: 126	Approximately 7 weeks of training	Price	$7,500.00
Course		Hours	
CompTIA Linux+ (exam not included)		70	
CompTIA Cloud Essentials		21	
RH255 Red Hat System Administration III with RHCE Exam or RH254 Red Hat System Administration III with RHCE Kiosk Exam		35	
	Total Cost of Program		$7,500.00

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Red Hat Certified Engineer Standard

CRM ID: P68Socal

General Course Description

Red Hat Certified Engineer (RHCE) is a performance-based test that measures actual competency on live systems. Called the "crown jewel of Linux certifications," RHCE proves an individual's ability to configure networking services and security on servers running a Red Hat OS. RHCE was recently named the hottest certification in all of IT by CertCities.com An introduction to fundamental end-user and administrative tools in Red Hat Enterprise Linux, designed for students with little or no command-line Linux or UNIX experience. For users of Linux (or UNIX) who want to start building skills in systems administration on Red Hat Enterprise Linux, to a level where they can attach and configure a workstation on an existing network. For Linux- and/or UNIX- systems administrators who want to build skills at configuring common network services and security administration using Red Hat Enterprise Linux. See complete details below.

Audience

IT professionals who want to build user-level skills before learning Linux System and Network Administration.

Prerequisites

User-level experience with any computer system, including: use of mouse, use of menus and use of any graphical user interface and a high school diploma or equivalency is required

Acquired Skills designed for those wanting to prepare for professional responsibilities as a Linux systems administrator at the Technician level. You'll learn all the skills required to manage a Linux workstation and attach it to a corporate network, including configuration of client-side network services

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Linux system administrator

Course Information

Hours: 196	Approximately 10 weeks of training	Price:	$13,000.00
Course		Hours	
CompTIA Linux+ (exam not included)		70	
RH124 Red Hat System Administration I		35	
RH135 Red Hat System Administration II with RHCSA Exam or RH 134 Red Hat System Administration II with RHCSA Kiosk Exam		35	
CompTIA Cloud Essentials		21	
RH255 Red Hat System Administration III with RHCE Exam or RH254 Red Hat System Administration III with RHCE Kiosk Exam		35	
	Total Cost of Program		$13,000.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Number of Clock Hours

The table below shows the number of clock hours for each course.

Vocational Program Title These are the maximum clock hours and tuition costs covered by VA Educational Benefits. *programs may reflect lower tuition costs due to price changes or monthly discounts/promotions. ** Veteran Students (Ch. 30 & 33), Labs Hour do not count as clock hours	Clock Hours Lecture	Lab **Optional	Total Range/ Max
MOS –with Business Skills	296		$6,450
Microsoft Office Specialist Certification Program	360		$5,000
ESL MOS –with Business Skills	400		$8,990
ACE- Adobe Certified Expert Web Specialist Program	400		$6,500
Office Administrator Certificate Program	204	N/A	$5,800
Performance Consultant Certificate	184		$7,500
Data Analyst (Entry Level)	288	N/A	$8,500
Adobe – Microsoft Certified Application Program	684		$10,000
Adobe Web Design with Microsoft Backend Development	428		$10,000
CompTIA A+ Certification	70	70	$3,595
CompTIA Network+ Certification	35	35	$2,795
CompTIA A+, Network+	210		$6,100
A+, Network+, MCSA Windows	280		$6,995
CompTIA Security + Certification	35	35	$2,795
CompTIA Linux+ Certification	35	35	$3,495
EC Council - CEH Certified Ethical Hacker	35	35	$3,995
Network+ and Security+	140		$5,300
CompTIA A+, Network+, Security+ Certification (DOD 8570)	280		$7,073
Information Technology Network Support Specialist Certificate Program	252	N/A	$8,900
Network+, Security+, CASP Certification	210		$7,995
Certified Information Systems Security Professional (CISSP)	35	35	$3,595
Certified Information Systems Security Professional (CISSP) and ITIL	105		$5,500
Computer Hacking Forensics Investigator (CHFI)	35	35	$3,995
Security Professional Program	210		$8,900
Security Professional Program with Computer Hacking Forensics Investigator (CHFI)	280		$10,900
Cisco Certified Network Associate (CCNA)	70	70	$5,995
Cisco Certified Networking Administrator (CCNA) with CompTIA Network+	210		$7,495
Cisco Certified Networking Administrator Program (CCNA) with Specialization	175		$8,400
Cisco Certified Network Professional (CCNP)	210		$11,300
Cisco Certified Network Professional Security Professional Program (CCNP Security)	140	N/A	$19,000
Cisco Certified CCNP Wireless Certification	140	N/A	$19,000
Microsoft Junior Server Administrator with Linux and CompTIA Security+ Specialization	560		$14,000
MCSA – Microsoft Windows Server Junior Server Administrator	420		$9,900
MCSA– Microsoft Certified Solutions Associate for SQL Server	105	105	$7,860
MCSA – Microsoft SQL Database Administrator with Business Intelligence (Entry Level)	268		$9,995
MCSE – Microsoft Certified Solutions Expert Server Infrastructure	350		$13,000

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Vocational Program Title These are the maximum clock hours and tuition costs covered by VA Educational Benefits. *programs may reflect lower tuition costs due to price changes or monthly discounts/promotions. ** Veteran Students (Ch. 30 & 33), Labs Hour do not count as clock hours	Clock Hours Lecture	Lab **Optional	Total Range/ Max
MCSE – Microsoft Certified Solutions Expert SharePoint	350		$13,000
MCSE Microsoft Certified Solutions Expert Private Cloud	350		$13,000
MCSE – Microsoft Certified Solutions Expert Messaging	280		$13,000
MCSE – Microsoft Certified Solutions Expert Server/Cloud with VMWARE	385		$16,595
Virtualization Program with MCTS- Hyper-V and VMWARE	105	N/A	
Microsoft Backend Development	471		$10,295
MCSD– Microsoft Certified Solutions Developer Web Applications	172	32	$7,295
MCSA – Microsoft SQL Database Administrator / Business Intelligence Analyst / Healthcare	425		$10,560
MCSA - Microsoft Help Desk with Healthcare IT Specialization	667		$10,285
ITIL - Foundations - Business Needs and Goals - IT Best Practices	87	24	$8,800
Six Sigma Lean Green Belt	21	N/A	$2,100
Six Sigma Lean Black Belt	35	N/A	$3,500
Six Sigma Lean Black Belt with Project Management	158		$7,500
Six Sigma Professional Program	136		$5,000
Six Sigma Lean Black Belt / ITIL Foundations	56	N/A	$5,000
Six Sigma Lean Black Belt / ITIL Foundations / CompTIA- Project +	112	N/A	$8,500
Project Certifications Program	179		$6,275
Project Management Professional Program	75	75	$5,000
Project Management Professional (PMI) Program	217		$6,600
Project Management and Process Improvement	171		$5,000
Project Management Professional / Six Sigma Lean Black Belt Training Program	254		$10,000
Red Hat Certified Systems Administrator (RHCSA)	180		$7,500
Red Hat Certified Systems Administrator (RHCSE)	126		$7,500
Red Hat Certified Engineer Standard	196		$13,000

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INDIVIDUAL COURSE ENROLLMENT

New Horizons Career Development Solutions offers our students many training options.: individual classroom learning and Club memberships.

CLASSROOM LEARNING

As the foundation of Integrated Learning, the classroom experience is enriching, dynamic, and valuable for our students. Our traditional classroom delivery method includes instructor lecture and demonstration, followed by student practice through hands on labs.

DESKTOP APPLICATIONS

Class	Days	Hours	Price
Business Skills			
Grammar Skills	1	8	$395
Business Writing	1	8	$395
Effective Presentations	1	8	$395
Time Management	1	8	$590
Advanced Business Writing	1	8	$395
Advanced Communication Skills	1	8	$395
Business Etiquette	1	8	$395
Effective Business Writing	1	8	$395
Email Etiquette	1	8	$395
Interviewing Skills	1	8	$395
Managerial Leadership	1	8	$395
Negotiating	1	8	$395
Organizational Skills	1	8	$395
Project Management Fundamentals	1	8	$395
Six Sigma White Belt	1	7	$700
Six Sigma Yellow Belt	2	14	$1400
Six Sigma Green Belt	3	21	$2100
Six Sigma Black Belt	5	35	$3500
Contact Management			
ACT! 6.0 - Level 1	1	8	$295
Databases			
Access 2013/2016 - Level 1	2	16	$590
Access 2013/2016 - Level 2	2	16	$590
Access 2013/2016 - Level 3	2	16	$590
Crystal Reports XI - Level 1	2	16	$990
Crystal Reports XI - Level 2	2	16	$990
VBA for Excel	2	16	$790
VBA for Access	2	16	$790
Desktop Presentations			
PowerPoint 2013/2016 - Level 1	1	8	$295
PowerPoint 2013/2016 - Level 2	1	8	$295
Desktop Publishing			
InDesign CS6/CC Level 1	2	16	$790
InDesign CS6/CC Level 2	2	16	$790
Acrobat 9.0 Level 1	1	8	$395
Acrobat 9.0 Level 2	1	8	$395

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DESKTOP APPLICATIONS (CONTINUED)			
Class	Days	Hour	Price
Developer			
XHTML 4 - Level 1	1	8	$395
XHTML 4 - Level 2	1	8	$395
XHTML 4 - Level 3	1	8	$395
Fundamentals			
Computers Made Easy	1	8	$295
Graphics/Web Design			
Illustrator CS6/CC - Level 1 Creating Basic Illustrations	2	16	$790
Illustrator CS6/CC - Level 2 Creating Complex Illustrations	2	16	$790
Photoshop CS6/CC - Level 1 Basic Image Enhancement	2	16	$790
Photoshop CS6/CC - Level 2 Redefined Masking, Image Effects, and Retouching	2	16	$790
Photoshop CS6/CC – Photo Printing and Color	1	8	$395
AutoCAD			
AutoCAD Level 1: Essentials	3	24	$1495
AutoCAD Level 2: Intermediate	2	16	$1195
AutoCAD Level 3: Creating and Presenting 3D Models	3	24	$1495
Internet			
Dreamweaver CS6/CC - Level 1	2	16	$790
Dreamweaver CS6/CC - Level 2	2	16	$790
FrontPage 2003 - Level 1	1	8	$395
Multimedia			
Animate - Level 1	2	16	$790
Animate - Level 2	2	16	$790
Operating Systems			
Windows XP - Level 1	1	8	$295
Windows XP - Level 2	1	8	$295
Windows Vista – Level 1	1	8	$295
Windows Vista – Level 2	1	8	$295
Windows 7-Level One	1	8	$295
Windows 7-Level Two	1	8	$295
Personal Productivity			
Outlook 2013/2016 – Level 1	1	8	$295
Outlook 2013/2016 - Level 2	1	8	$295
Outlook 2013/2016 - Level 3	1	8	$295
Project Management			
Project 2013/2016 - Level 1	1	8	$395
Project 2013/2016 - Level 2	1	8	$395
Project+ (CompTIA)	5	35	$2,475
Visio Professional 2010/2013 Level 1	1	8	$395
Visio Professional 2010/2013 Level 2	1	8	$395
Spreadsheets			
Excel 12013/2016 - Level 1	1	8	$295.
Excel 12013/2016 - Level 2	1	8	$295.

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Excel 12013/2016 - Level 3	1	8	$295.
Word Processing			
Word 12013/2016 - Level 1	1	8	$295
Word 12013/2016 - Level 2	1	8	$295
Word 12013/2016 - Level 3	1	8	$295

TECHNICAL TRAINING CLASSES

Class	Days	Hours	Price
CISCO			
Building Cisco Multi-Layer Switched Networks (BCMSN)	5	35	$3,395
Implementing Secure Converged Wide Area Network (ISCW)	5	35	$3,395
Building Scalable Cisco Internetworks (BSCI)	5	35	$3,395
Optimizing Converged Cisco Networks (ONT)	5	35	$3,395
Securing Networks with PIX and ASA (SNPA)	5	35	$3,395
Interconnecting Cisco Network Devices (ICND) Part 1	5	35	$2,995
Interconnecting Cisco Network Devices (ICND) Part 2	5	35	$2,995
Cisco Implementing Cisco Unified Wireless Networking Essentials (IUWNE)	5	35	$3,395
Cisco Securing Networks with PiX and ASA (SNPA)	5	35	$3,395
Cisco Implementing Cisco IOS Unified Communications (IIUC)	5	35	$3,395
Implementing Cisco IOS Network Security (IINS)	5	35	$3,395
Implementing Cisco IP Routing (ROUTE)	5	35	$3,395
Implementing Cisco Switched Networks (SWITCH)	5	35	$3,395
Interconnecting Cisco Networking Devices Accelerated (CCNAX)	5	35	$3,395
Securing Networks with ASA Fundamentals (SNAF)	5	35	$3,395
Troubleshooting and Maintaining Cisco IP Networks (TSHOOT)	5	35	$3,395
Citrix			
CTX-1259 CI Citrix XenApp 5 for Windows Server 2003: Administration	5	35	See Website
CTX-1264 BI Citrix Presentation Server 4.5 and XenApp 5.0 for Windows Server 2003: Support	3	21	See Website
CTX-1308AI Citrix Access Gateway 4.5 Advanced Addition: Administration	2	14	See Website
CTX-1327AI Citrix Password Manager 4.5: Administration	2	14	See Website
CTX-1456 AI Citrix Access Suite 4.0: Build/Test	2	14	See Website
CTX-1256BI Citrix Presentation Server 4.0: Administration	4	28	See Website
CXS-200-11 Implementing Citrix XenServer Enterprise Server 2008	2	35	See Website
CMB-200-aa Implementing the Citrix Desktop Delivery	5	35	See Website
CXA-300-1I Advanced Administration for Citrix XenApp 5.0 for Windows Server 2008	5	35	See Website
CAG200-1I Implementing Citrix Access Gateway 9.0 Enterprise Edition	2	14	See Website
CMB-200-2I Implementing the Citrix Desktop Delivery Infrastructure	5	35	See Website
CMB-201-1I Implementing Citrix XenApp Platinum Edition Components	5	35	See Website
CNS-200-1I Basic Administration for Citrix NetScaler 9.0	5	35	See Website
CTX-1259CI Citrix XenApp 5 for Windows Server 2003: Administration	5	35	See Website
CTX-1264 BI Citrix Presentation Server 4.5 and XenApp 5.0 for Windows Server t	3	21	See Website
CXA-100-1I Providing Help Desk Support for Citrix XenApp	2	14	See Website
CXA-300-1I Advanced Administration for Citrix XenApp 5.0 for Windows Server 08	5	35	See Website
CXS-200-1I Implementing Citrix XenServer Enterprise Edition 5.0	2	14	See Website
Hardware			
A+ Certification – Essentials-IT /Remote/Depot Support Technician	10	70	
Network+ Certification	5	35	

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Information Security			
Certified Ethical Hacker	5	35	$2,895
Computer Hacking Forensics Investigator	5	35	$2,895
New Horizons Career Development Solutions Training for CISSP Certification	5	35	$2,995
Security+ Certification	5	35	$2,475
Linux/Unix			
Linux+ Certification	5	35	$2,475
Microsoft Applications			
2030 Creating Reporting Solutions Using Microsoft SQL Server 2000 Reporting Services	2	14	$990
2124 Programming with C Sharp	5	35	$2475
Microsoft Exchange Server			
2011 Troubleshooting Microsoft Exchange Server 2003	3	21	$1,485
2400 Implementing and Managing Microsoft Exchange Server 2003	5	35	$2475
10135 Configuring, Managing Microsoft Exchange Server 2010	5	35	$2475
10233 Designing and Deploying Messaging Solutions with Exchange Server 2010	5	35	$2475
2008 Designing and Planning Exchange Server 2003 Organization	2	14	$990
5047 Introduction to Installing and Managing Microsoft Exchange Server 2007	3	21	$1,485
5049 Managing Messaging Security using Microsoft Exchange Server 2007	2	14	$990
5050 Recovering Messaging Servers and Databases using Exchange 2008	1	7	$990
5053 Designing a messaging Infrastructure Using Exchange 2007	3	21	$1,485
5051 Monitoring and Troubleshooting Exchange Server 2007	2	14	$990
3910 Getting Started with Microsoft Exchange Server 2007	1	7	$490
10233 Designing and Deploying messaging Solutions with Microsoft Exchange Server 2010	5	35	$2475
5054 Designing a high Availability Messaging Solution Using MS Exchange Server	2	14	$990
3938 Updating Your Skills from Microsoft Exchange 2000 Server or Microsoft Exchange Server 2003 to Microsoft Exchange Server 2007	3	21	$1,485
5054 Designing a High Availability Messaging Solution Using Microsoft Exchange Server 2007	2	14	$990
Microsoft Office - Technical			
10174 Configuring, Managing SharePoint 2010	5	35	$2475
10175 SharePoint 2010 Application Development	5	35	$2475
10231 Designing and Deploying Microsoft SharePoint 2010	5	35	$2475
10232 Designing and Developing Microsoft SharePoint 2010 Applications	5	35	$2475
50046 Introduction to Development Using Windows SharePoint Services 3.0	2	14	$990
50352 SharePoint 2010 Overview for Developers	2	14	$990
50353 SharePoint 2010 Overview for End Users	3	21	$1,485
5060 Implementing Windows SharePoint Services 3.0	2	14	$990
5061 Implementing Microsoft Office SharePoint Server 2007	3	21	$1,485
Microsoft SharePoint Designer 2007 Level 1	1	7	$490
Microsoft SharePoint Designer 2007 Level 2	1	7	$490
SharePoint Fundamentals	3	21	$1,485
Windows SharePoint Services 3.0 –Level 1	2	14	$990
Windows SharePoint Services 3.0 –Level 1	2	14	$990
50047 Advanced IT pro Course for MS Office Sharepoint 2007	5	35	$2475
50051 Architecting Portals and Collaboration Solutions with MS office Sharepoint 2007	2	14	$990
50064 Advanced Sharepoint Development 5 days	5	35	$2475
50149 Sharepoint 2007 Operations 5 days	5	35	$2475
50227 Sharepoint 2007 End User 3 days	3	21	$1,485
50351 Sharepoint 2010 for Developers 2 days	2	14	$990
50354 Sharepint 2010 ofr Designer			
Microsoft.NET			

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2072 Administering a Microsoft SQL Server 2000 Database	5	35	$2475
2073 Programming a Microsoft SQL Server 2000 Database	5	35	$2475
2310 Developing Microsoft ASP.NET Web Applications Using Visual Studio.NET	5	35	$2475
2349 programming with the Microsoft.NET Framework (Visual C Sharp.NET)	5	35	$2475
2373 Programming with Microsoft Visual Basic .NET	5	35	$2475
2389 Programming with Microsoft ADO.NET	3	21	$1,485
2415 Programming with the Microsoft.NET Framework (Microsoft Visual Basic.NET)	5	35	$2475
2524 Developing XML Web Services Using Microsoft ASP.NET	3	21	$1,485
2526 Developing Distributed Applications with Microsoft.NET Remoting	2	14	$990
2546 Core Windows Forms Technologies with Microsoft Visual Studio 2005	3	21	$1,485
2547 Advanced Windows Forms Technologies with Microsoft Visual Studio 2005	2	14	$990
2555 Developing Microsoft.NET Applications for Windows (Visual C Sharp.NET)	5	35	$2475
2565 Developing Microsoft .NET Applications for Windows (Visual Basic.NET)	5	35	$2475
2557 Building COM+ Applications Using Microsoft .NET Enterprise Services	5	35	$2475
2558 Programming with Managed Extensions for Microsoft Visual C++.NET	3	21	$1,485
2559 Introduction to Microsoft Visual Basic .NET Programming with Microsoft.NET	5	35	$2475
2565 Developing Microsoft .NET Applications for Windows (Visual Basic.NET)	5	35	$2475
2609 Introduction to C Sharp Programming with Microsoft .NET	5	35	$2475
2640 Upgrading Web Development Skills from ASP to Microsoft ASP.NET Daytime Classes	3	21	$1,485
2657 Programming Microsoft Access 2002	3	21	$1,485
2663 Programming with XML in the Microsoft.NET Framework	3	21	$1,485
2667 Introduction to Programming	3	21	$1,485
2733 Updating Your Database Administration Skills to Microsoft SQL Server 2005	3	21	$1485
2734 Updating Your Database Development Skills to Microsoft SQL Server 2005	3	21	$1,485
4994 Introduction to Programming Microsoft .Net applications	5	35	$2,475
4995 Programming with Microsoft .Net Framework	5	35	$2,475
6463 Visual Studio 2008 ASP.NET 3.5	2	14	$990
6464 Visual Studio 2008 ADO.NET 3.5	2	14	$990
10266 Programming with C# using Microsoft .NET Framework 4	5	35	$2,475
2710 Analyzing Requirements and Defining Microsoft .NET Solution Architectures	5	35	$2,475
Microsoft Windows			
2087 Implementing Microsoft Windows 2000 Clustering	3	21	$1,485
2152 Implementing Microsoft Windows 2000 Professional and Server	5	35	$2475
2153 Implementing a Microsoft Windows 2000 Network Infrastructure	5	35	$2475
2154 Implementing and Administering Microsoft Windows 2000 Directory Services	5	35	$2475
2207 Windows Server 2003 Upgrade Workshop for MCSE on Windows 2000	5	35	$2475
2208 Updating Support Skills from Microsoft Windows NT 4.0 to Microsoft Windows Server 2003	3	21	$1,485
2209 Updating Systems Administrator Skills from Microsoft Windows 2000 to Windows Svr. 2003	2	14	$990
2261 Supporting Users Running the Microsoft Windows XP Operating System	3	21	$1,485
2262 Supporting Users Running Applications on a Microsoft Windows XP Operating System	2	14	
2272 Implementing and Supporting Microsoft Windows XP Professional	5	35	$2475
2710 Analyzing Requirements and Defining Microsoft .NET Solution Architectures	5	35	$2475
2717 Introduction to Microsoft .NET Development	2	14	$990
2732 Planning, Deploying and Managing an Enterprise Project Management Solution	5	35	$2475
2810 Fundamentals of Network Security	4	28	$1,980
10159 Updating Your Windows Server 2008 Technology Specialist Skills to R2 (Beta)	3	21	$1,485
10262 Developing Windows Applications with Microsoft Visual Studio 2010 (Beta)	5	35	$2475
10263 Developing Windows Communication Foundation Solutions, Ms Visual Studio 2010 (Beta)	3	21	$1,485

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Microsoft Other - Technical			
2723 Microsoft SQL Server 2000 for Experienced Database Professionals	3	21	$1,485
2823 Implementing and Administering Security in a Microsoft Windows Server 2003 Network	5	35	$2475
2824 Deploying and Managing Microsoft Internet Security and Acceleration Server 2004	4	28	$1,980
Microsoft Server 2003			
2273 Managing and Maintaining a Microsoft Windows Server 2003 Environment	5	35	$2475
2274 Managing a Microsoft Windows Server 2003 Environment	5	35	$2475
2275 Maintaining a Microsoft Windows Server 2003 Environment	3	21	$1,485
2276 Implementing a MS Windows Server 03 Network Infrastructure - Network Hosts	2	14	$990
2277 Implementing Managing and Maintaining a Microsoft Windows Server	5	35	$2475
2278 Planning and Maintaining a MS Windows Server 2003 Network Infrastructure	5	35	$2475
2279 Planning, Implementing, and Maintaining a MS Server 2003 Active Directory	5	35	$2475
2282 Designing a MS Windows Server 03 Active Directory and Network Infrastructure	5	35	$2475
2285 Installing, Configuring, and Administering Microsoft Windows XP Professional	2	14	$990
Microsoft SQL			
2072 Administering a Microsoft SQL Server 2000 Database	5	35	$2475
2073 Programming a Microsoft SQL Server 2000 Database	5	35	$2475
2733 Updating Your Database Administration Skills to Microsoft SQL Server 2005	3	21	$1485
2734 Updating Your Database Development Skills to Microsoft SQL Server 2005	3	21	$1485
2778 Writing Queries Using Microsoft SQL Server 2008 Transact-SQL	3	21	$1485
2779 Implementing a Microsoft SQL Server 2005 Database	5	35	$2475
2780 Maintaining a Microsoft SQL Server 2005 Database	5	35	$2475
2781 Designing Microsoft SQL Server 2005 Server-Side Solutions	3	21	$1485
2782 Designing Microsoft SQL Server 2005 Databases	2	14	$990
2783 Designing the Data Tier for Microsoft SQL Server 2005	1	7	$495
2784 Tuning and Optimizing Queries Using Microsoft SQL Server 2005	3	21	$1485
2786 Designing Microsoft SQL Server 2005 Infrastructure and Services	2	14	$990
2787 Designing Security for Microsoft SQL Server 2005	2	14	$990
2788 Designing a High Availability Database Solutions Using MS SQL Server 2005	3	21	$1485
2789 Administering and Automating MS SQL Server 2005 Databases and Servers	2	14	$990
2790 Troubleshooting and Optimizing Database Servers using MS SQL Server 2005	3	21	$1485
2791 Implementing and Maintaining Microsoft SQL Server 2005 Analysis Services	3	21	$1485
2792 Implementing and Maintaining Microsoft SQL Server 2005 Integration Services	3	21	$1485
2793 Implementing and Maintaining Microsoft SQL Server 2005 Reporting Services	3	21	$1485
2795 Designing an ETL Solution Architecture Using MS SQL 05 Integration Services	2	14	$990
2796 Designing an Analysis Solution Architecture Using SQL 05 Analysis Services	3	21	$1485
2797 Designing a Reporting Solution Architecture Using MS SQL05 Reporting Services	2	14	$990
6231 Maintaining a Microsoft SQL Server 2008 Database	5	35	$2475
6232 Implementing a Microsoft SQL Server 2008 Database	5	35	$2475
6234 Implementing and Maintaining Microsoft SQL Server 2008 Analysis Services	3	21	$1485
6235 Implementing and Maintaining Microsoft SQL Server 2008 Integration Services	3	21	$1485
6236 Implementing and Maintaining Microsoft SQL Server 2008 Reporting Services	3	21	$1485
Oracle Database 10g: Program With PL/SQL	5	35	$2475
Oracle Database 11g: SQL Fundamentals I	5	35	$2475
2546 Core Windows Forms Technologies with Microsoft Visual Studio 2005	2	14	$990
2547 Advanced Windows Forms Technologies with Microsoft Visual Studio 2005	5	35	$2475
2555 Developing Microsoft .NET Applications for Windows (Visual C Sharp .NET)	5	35	$2475
2823 Implementing and Administering Security in a MS Windows Server 2003 Network	5	35	$2475
2853 Developing and Maintaining Applications on Windows XP Service Pack 2	3	21	$1485
50046 Introduction to Development Using Windows SharePoint Services 3.0	5	35	$2475
50047 Advanced IT Pro Course for MS Office SharePoint Server 2007 and Windows SharePoint Services 3.0	5	35	$2475
50331 Windows 7, Enterprise Desktop Support Technician	5	35	$2475
5060 Implementing Windows SharePoint Services 3.0	2	14	$990

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5115 Installing and Configuring the Windows Vista™	3	21	$1485
5116 Configuring Windows Vista Mobile Computing and Applications	2	14	$990
5118 Supporting Windows Vista and Applications in the Enterprise	5	35	$2475
5119 Supporting Windows Vista Computers with Desktop Images and Application	2	14	$990
6292 Installing and Configuring Windows 7 Client	3	21	$1485
6293 Troubleshooting and Supporting Windows 7 in the Enterprise	3	21	$1485
6416 Updating your Net Infrastructure and Active Directory Technology Skills Server 2008	5	35	$2475
6417 Updating your Applications Infrastructure Technology Skills to Server 2008	3	21	$1485
6418 Deploying Windows Server 2008	3	21	$1485
6419 Configuring, Managing, and Maintaining Windows Server 2008 Servers	5	35	$2475
6420 Fundamentals of Windows Server 2008 Network and Applications Infrastructure	5	35	$2475
6421 Configuring and Troubleshooting a Windows Server 2008 Network Infrastructure	5	35	$2475
6422 Implementing and Managing Windows Server 2008 Hyper-V	3	21	$1485
6423 Implementing and Managing Windows Server 2008 Clustering	3	21	$1485
6424 Fundamentals of Windows Server 2008 Active Directory	3	21	$1485
6425 Configuring Windows Server 2008 Active Directory Domain Services	5	35	$2475
6426 Configuring and Troubleshooting Identity and Access Solutions with Windows Server 2008 Active	3	21	$1485
6427 Configuring and Troubleshooting Internet Information Services 7.0 in Windows Server2008	3	21	$1485
6428 Configuring and Troubleshooting Windows Server 2008 Terminal Services	2	14	$990
6429 Configuring and Managing Windows Media Services for Windows Server 2008	2	14	$990
6430 Planning for Windows Server 2008 Servers	3	21	$1485
6431 Managing and Maintaining Windows Server 2008 Network Infrastructure Servers	2	14	$990
6432 Managing and Maintaining Windows Server 2008 Active Directory Servers	2	14	$990
6434 Automating Windows Server 2008 Administration with Windows PowerShell	3	21	$1485
6435 Designing a Windows Server 2008 Network Infrastructure	5	35	$2475
6436 Designing a Server 2008 Active Directory Infrastructure and Services	5	35	$2475
6437 Designing a Windows Server 2008 Applications Platform Infrastructure	3	21	$1485
6460 Visual Studio 2008 Connected Systems: Windows Presentation Foundation	5	35	$2475
6461 Visual Studio 2008 Connected Systems: Windows Communication Foundation	3	21	$1485
6462 Visual Studio 2008 Connected Systems: Windows Workflow Foundation	2	14	$990
Microsoft SMS			
2596 Managing Microsoft Systems Management Server 2003	5	35	$2475
Microsoft Web/E-Commerce Applications			
2157 Developing E-Business Solutions /Using Microsoft BizTalk Server 2004	5	35	$2475
2158 Deploying and Managing E-Business Solutions using Microsoft BizTalk Server 2004	2	14	$990
Oracle			
Oracle Database 11g: Administration Workshop	5	35	$2475
Oracle Database 11g: New Features for Administrators	5	35	$2475
Oracle Database 11g: SQL Fundamentals I	5	35	$2475
Oracle OCA (Oracle Certified Associate) Bootcamp	5	35	$2475
Project			
5927 Microsoft Office Project 2007 Managing Projects	3	21	$1,485
5928 Microsoft Office Project Server 2007, Managing Projects	3	21	$1,485
5929 Microsoft Office Project Server 2007, Managing Projects and Programs	5	35	$2475
Managing Project Teams	1	7	$395
Project Management Fundamentals	1	8	$395
Project Management Professional (PMP®) Certification	5	35	$3150
Project Management Skills for Non-Project Managers	1	7	$395

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GENERAL RULES AND POLICIES

Non-Discrimination Policy

New Horizons Career Development Solutions is committed to providing a learning environment that is free of discrimination. Equal opportunity will be extended to all persons in all aspects of our Program. New Horizons Career Development Solutions will not discriminate against a student because of race, color, religion, sex, sexual orientation, pregnancy, national origin, ancestry, age, marital status, physical or mental disability, or medical condition. If a student believes they are being discriminated against, they should report the facts of the incident to the Instructor, the Education Consultant, or the Site Manager in writing (see Grievance Procedures)

Drug Free Campus

In accordance with the Drug-Free Schools and Communities Act, Public Law 101-226, New Horizons Career Development Solutions is a drug and alcohol free school. Student use of alcohol or the manufacture, distribution, dispensing, or use of a controlled substance on school property, or while participating in school related activities, is prohibited. Students who violate this policy are subject to disciplinary action, which could include termination from the program. A detailed copy of this policy is provided to all current students.

"Notice Concerning Transferability Of Credits And Credentials Earned At Our Institution"

"The transferability of credits you earn at New Horizons Career Development Solutions is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Course, or Certification you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the Course, Certificate or Certification 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 New Horizons Career Development Solutions to determine if your Course, Certificate or Certification will transfer."

Articulations Agreements with Universities or Colleges

New Horizons Career Development Solutions does not have an articulation or transfer agreement with any other college or university.

Registration under the Utah Postsecondary Proprietary School Act

a) REGISTERED UNDER THE UTAH POSTSECONDARY PROPRIETARY SCHOOL ACT (Title 13, Chapter 34, Utah Code).

b) Registration under the Utah Postsecondary Proprietary School Act does not mean that the State of Utah supervises, recommends, nor accredits the institution. It is the student's responsibility to determine whether credits, degrees, or certificates from the institution will transfer to other institutions or meet employers' training requirements. This may be done by calling the prospective school or employer.

c) The institution is not accredited by a regional or national accrediting agency recognized by the United States Department of Education.

Student Records Reporting and Confidentiality

Students have a right to any and all of their personal records which our school maintains for the sole purpose of monitoring progress during their enrollment at New Horizons Career Development Solutions. This includes attendance, personal information, and entrance testing results. New Horizons Career Development Solutions is obligated by various government regulatory entities to use the student records as a whole to report performance statistics related to enrollments. Because of the confidentiality of student records, New Horizons Career Development Solutions does not give out student information without proper authorization. The only individuals who have proper authorization without written permission from the student are as follows:

- New Horizons Career Development Solutions Staff
- Authorized Consumer Affairs representatives
- Authorized CSAAVE representatives
- The student

If a student wishes a printout of their transcript, they will need to visit the school in person and fill out a REQUEST FOR STUDENT RECORD FORM. The student will also need to return in person in order to pick up a copy of their transcript. The school does not mail any transcripts or certifications directly to the student. All student records are stored in a location only assessable by approved staff of New Horizons Career Development Solutions Student transcripts are saved and permanently maintained electronically at our main campus permanently.

New Horizons Career Development Solutions is a Non-Resident Campus

New Horizons Career Development Solutions does not assist a student in finding housing. There are no dormitory facilities under New Horizons Career Development Solutions control. The cost range of housing in the area of the school is between $700 and $1200 per month for a one bedroom apartment. New Horizons Career Development Solutions takes no responsibility to find or assist a student in finding housing.

SCHOOL GOVERNING BODY, ADMINISTRATORS AND FACULTY

Kevin M. Landry CEO	• 11 years at New Horizons Career Development Solutions • BA NAU • MBA National University
Cindy Sutherland VP of Career Development	• 11 years at New Horizons Career Development Solutions • BA CSUF • MASTERS CSUDH
Ryan M Landry VP of Sales and General Manger	• 9 years at New Horizons Career Development Solutions • BA Chapman University • MASTERS MIT (2017)
Vic Emurian COO	• 10 years at New Horizons Career Development Solutions • BA CSUF
Chris Gajdzik CFO	• BA University of South California
Laura Noid VP of Employer Experience	• 7 years at New Horizons Career Development Solutions • BA University of Texas
Jeremy Janov Guidance Counselor	• 11 years at New Horizons Career Development Solutions • BA University of Phoenix

VA Certifying Officials

Cindy Sutherland
Jeremy Janov

School Locations

Salt Lake City Campus: 4516 S 700 E, Suite 190
Salt Lake City, UT 84107
(801) 952-4300

Instructional Facilities

Site	Square Footage	# Classrooms	Maximum Room Capacity	Classroom Capacity	Testing Room Capacity	Break Room Capacity
Salt Lake City	4,988	5	30	68	3	15

FACILITY, FACULTY AND EQUIPMENT

New Horizons Computer Learning Center's facility has 5 classrooms and is located at 4516 S 700 E, Ste 190, Murray, UT 84107. Being within just a few miles of downtown Salt Lake City its location is ideal for computer training. Ample parking is available for over 100 automobiles, and the building is within a few minutes drive to numerous eating establishments and a major mall. The New Horizons building is fully ADA compliant.

All instructors at New Horizons are Certified New Horizons Instructors, which represents completion of a stringent course approved by Microsoft and New Horizons. They also are certified further through vendor certifications programs (i.e. Certified Novell Instructor, Microsoft Certified Trainer, etc.)

At New Horizons, every student is trained on at least one of New Horizons' 250+ computers. The center owns $1million of Cisco routers and switches, as well as two full T-1 ground lines. A tour of the New Horizons facility is encouraged and available for anyone requesting to do so.

registration and disclaimer statements

a) REGISTERED UNDER THE UTAH POSTSECONDARY PROPRIETARY SCHOOL ACT (Title 13, Chapter 34, Utah Code).
b) Registration under the Utah Postsecondary Proprietary School Act does not mean that the State of Utah supervises, recommends, nor accredits the institution. It is the student's responsibility to determine whether credits, degrees, or certificates from the institution will transfer to other institutions or meet employers' training requirements. This may be done by calling the prospective school or employer.
c) The institution is not accredited by a regional or national accrediting agency recognized by the United States Department of Education.

ADMISSIONS PROCESS

- "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"
- When a prospective student contacts New Horizons Career Development Solutions to inquire about our training, an Education Advisor will discuss our offerings with the student and an invitation is extended to attend an evaluation class and a tour. This evaluation class is generally a 4-hour Software Applications class. The evaluation class allows the student to sample a half a day of training without any further obligation.
- An Education Advisor will meet with the student to discuss their individual training interests. An appointment will be made to take the entrance exam. The Education Advisor will discuss the exam results with the candidate. It is determined at this time whether a student has the required prerequisite knowledge, and ability to be successful in the chosen program.
- An interview may also be used to determine the viability of a candidate. A member of our management team conducts interviews. *Additional interviews may be required in certain situations*. Student interviews assess employment history, educational background, and relevant skills. Interview results are used to determine the candidate's ability to be successful in the desired program. Upon successful completion of assessments and interviews, a candidate may request enrollment.
- All enrolling students will read and sign a *Contractual Enrollment Agreement*: and the *Students Right to Cancel Notification along with reviewing the School Performance Fact Sheet.* These documents outline the items included in the program, cost, cancellation grace period, withdrawal, and refund policies.
- Each program has requirements listed for the given program
- A High School Diploma or equivalency is required for enrollment
- Students enrolling in Distance Learning Modalities will be required to pass an assessment class prior to enrolling in courses.
- Students enrolling in Distance Learning Online Anytime Classes will receive Learning Materials within SEVEN days of enrollment
- All instructor evaluations and response will be made within FIVE business days.
- Pursuant to the Rehabilitation Act of 1973 (Section 504) and the 1990 Americans With Disabilities Act (ADA), New Horizons Learning Centers will provide reasonable and individualized academic modifications for students who have provided proper documentation outlining their disabilities and have requested reasonable and appropriate accommodations.
- Classroom accommodations are not retroactive, but are effective only after the request has been made, the documentation has been received and the school has had an opportunity to address the request and/or accommodation. Therefore, if you have a disability, it is your responsibility to seek available assistance and make your needs known at the time of enrollment or as the need arises due to disability. Students are encouraged to request accommodations as early as feasible with the school to allow for time to gather necessary documentation and consider reasonable accommodations. Students cannot wait until after completing a course or activity or receiving a poor grade to request services and then expect a grade change or opportunity to retake the course.
- Although accommodations cannot be provided which would fundamentally alter the nature of the program, cause undue hardship on the school, or jeopardize the health, safety or learning environment of others, reasonable accommodations can be provided to specifically address the fundamental limitations of the student's specific disability.

Course Hours

New Horizons Career Development Solutions courses are scheduled conveniently. Classes are available during the weekdays, and some evenings and Saturdays. Classes are scheduled frequently to allow students the flexibility to take daytime classes or to arrange classes around their work schedule. Class schedules vary based on location. New Horizons Career Development Solutions distributes class schedules via our website, www.nhlearninggroup.com. Schedules should be reviewed for specific class dates and times. New Horizons Career Development Solutions schedules class times and frequency based on consumer demand. All classes necessary to complete a program may not always be available Evenings and Saturdays. New Horizons Career Development Solutions reserves the right to add or cancel class scheduling based on enrollment and consumer demand.

Standard Class Hours:

Class Type	*Day	*Eve
Cohorts	7:00 AM – 11:30 AM 12:00 PM – 4:30 PM	5:30PM – 10:00 PM
Instructor Led Technical Courses (Microsoft®, CompTIA®, CISCO®)	7:00 AM – 3:00PM 8:00 AM – 4:00PM	
Application Courses	7:00 AM - 3:00 PM 8:00 AM – 4:00 PM	

*Start and end times may vary by location

Breaks are as follows:

First 20 minute break - Starts approximately two hours from class start time, Lunch Period – Starts approximately two hours from first break, Second 20 minute break – Starts at 2 hours from the lunch period.

2019 Holidays

School is closed for the following holidays

New Year's Day 01/01/2019
Memorial Day.....05/24/2019
Independence Day.....07/04/2019 – 07/05/2019
Labor Day 09/02/2019
Thanksgiving.....11/28/2019 – 11/29/2019
Christmas.....12/24/2019 – 12/25/2019
New Year's Eve 12/31/2019

2020 Holidays

New Year's Day 01/01/2020
Memorial Day.....05/25/2020
Independence Day.....07/03/2020
Labor Day 09/07/2020
Thanksgiving.....11/26/2020 – 11/27/2020
Christmas.....12/24/2020 – 12/30/2020
New Year's Eve 12/31/2020

Enrollment Policy

Student may enroll on any day school is in session. Student may not begin course or program until enrollment agreements are completed and signed by both student and Career Consultant. Student must pay required fees prior at time of enrollment. Student must meet prerequisites for the course he or she is enrolling. Prerequisites are for each course and program are listed in course outlines and program descriptions. Each course and program has a maximum enrollment of 36 per cohort.

Three-business-day cooling-off Period

A three-business-day cooling-off period during which time the student may rescind the contract and receive a refund of all money paid. The cooling-off period may not end prior to midnight of the third business day after the latest of the following days:

(i) the day the student signs an enrollment agreement
(ii) the day the student pays the institution an initial deposit or first payment toward tuition and fees; or
(iii) the day that the student first visits the institution, if the program lasts more than 30 consecutive calendar days.

Notice of Student Rights and Cancellation

1. You have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later, as described in the Notice of Cancellation which you are given at the time of enrollment.
   Read the Notice of Cancellation form for an explanation of your cancellation rights and responsibilities. If you have lost your Notice of Cancellation form, ask your New Horizons Career Development Solutions Education Consultant for a sample copy.
2. After the end of the cancellation period, you also have the right to stop your training at any time; and you have the right to receive a refund for the portion of the course you have not yet taken. Your refund rights are described in your contract and dependent upon your funding terms. If you have lost your contract, ask your New Horizons Career Development Solutions Education Consultant for a description of the refund policy.
3. Student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, which is later.
4. If you have any complaints, questions, or problems, which you cannot work out with New Horizons Career Development Solutions call or write to:

Division of Consumer Protection
160 East 300 South, 2nd Floor
P.O. Box 146704
Salt Lake City, Utah 84114-6704
OR by fax to: (801) 530-6001

Program Refund information

You may withdraw from a program after instruction has started and receive a pro-rata refund for the unused portion of the tuition and other refundable charges. To determine your refund you would deduct a registration fee of seventy-five dollars ($75.00) from the tuition charge. You would then divide this figure by the number of hours in the program. The rate is the hourly charge for the program. The amount owed by the student for the purpose of calculating a refund is derived by multiplying the total hours attended by the hourly charge for instruction plus the amount of the registration fee and the documented costs of any books or equipment that were not returned. *For example if the student completes only 10 hours of a 40 hour course and paid $400.00 tuition, and a registration fee of $75.00, the student would receive a refund of $300.00. ($475.00 total fee, less the registration fee of $75.00, divide this by the 40 hours of the program, this will give you the hourly rate of $10.00 per hour). Multiply this rate times the hours completed 10 hours completed x $10.00 per hour, totaling the $100.00 for the tuition charge. This charge plus the registration fee would be deducted from the amount paid. Total paid $475.00, less registration fee $75.00, less tuition charge $100.00 refund paid $300.00.*

Individual Class Refund Information

You may withdraw from a class after instruction has started prior to completing more than 60% of a course and receive a pro-rata refund, less a $75.00 application fee, based on the percentage of the course that you completed.

If New Horizons Career Development Solutions provided supplies, manuals, or other equipment for classes not attended, you must return these items within Five days of the date of the cancellation notice. If you do not return these items within this Five day period, New Horizons Career Development Solutions will withhold an amount equal to the cost of the items not returned. New Horizons Career Development Solutions is required to refund any amount remaining as provided in the Refund Agreement.

If you have any questions or need further clarification, please contact your Education Consultant at New Horizons Career Development Solutions.

Veteran's Refund Policy

New Horizon CLC's Veterans Refund Policy complies with CFR 21.4255. In the event the veteran or eligible person fails to enter the course, withdraws, or is dismissed at any time prior to completion, any unused portion of tuition, fees, and other charges is refunded. Any amount in excess of $10 of the application/registration fee is subject to a 100% pro-rata refund policy. The amount charged will not exceed the exact pro-rata portion of total charges. The length of the completed portion of the course will be prorated over its total length, and the exact proration will be determined by the ratio of the number of days of instruction completed by the student, to the total number of instructional days in the course. Refunds are made within 40 days of the last date of the student's attendance.

Grievance Procedures

If you encounter any problems concerning the education or administration of this program, please contact your Instructor Immediately and state your grievance in writing to allow us to help you. The issue will not be addressed until a written grievance has been submitted to the following New Horizons Career Development Solutions staff:

- 1st level - Your Guidance Counselor
- (Please Allow 3 Business Days)
- 2nd level - Your Campus Education Advisor
- (Please Allow 3 Business Days)
- 3rd level - Director of Career Development
- (Please Allow 3 Business Days)
- 4th level – Vice President of Career Development
- (Please Allow 3 Business Days)

If the 1st level staff (Guidance Counselor) has not responded to your grievance issue in a satisfactory manner, please proceed to the next level of authority.

How to file a Complaint with the Division

Please read through the following instructions before downloading the Consumer Complaint Form.

1. Determine that your complaint is properly before the division. In general, the division has been given the authority to address the following types of cases:
    a. Claims based on deceptive business practices; and
    b. Claims against a business that is regulated by the division, i.e. Charitable Organizations, Credit Service Organization (Credit Repair). Debt-Management Service Provider, Health Spas, Post Secondary Proprietary Schools, Sellers of Business Opportunities or Franchises, or Telemarketers.

By contrast, the division does not have the authority to address the following types of cases:

    c. Transactions that are not consumer transactions;
    d. Contract disputes that do not involve deceptive practices; and
    e. Complaints that are based on credit terms of a transaction.

If you are unable to determine what type of case you have, click on Utah Consumers' Resource Guide. This guide will direct you to those agencies that may best be able to help you. Or, you may contact us with your questions by mail or telephone. However, please be aware that we cannot give you legal advice regarding your rights. You should contact an attorney for that advice.

2. The Consumer Complaint Form can be completed on your computer and then printed or you can download the blank form and write or type the requested information. Please make sure that the information you provide to us is accurate and complete. In particular, please make sure your contact information is complete so that we are able to contact you.

3. Copies of supporting documents must be enclosed with the completed Consumer Complaint Form. These documents include your contract, warranties, invoices, cancelled checks or other documentary evidence that you may have. If you fail to provide us with these copies, our ability to help you will be delayed if not undermined.

Send your completed Consumer Complaint Form with your supporting document to:

Division of Consumer Protection
160 East 300 South, 2nd Floor
P.O. Box 146704
Salt Lake City, Utah 84114-6704
OR by fax to: (801) 530-6001

Surety Bond Posted with Department of Consumer Protection

As required by Utah Code Title 13, Chapter 34, Utah Postsecondary Proprietary School Act, New Horizons Computer Learning Center maintains a surety bond which is held by the Department of Consumer Protection. New Horizons' bond is posted in our lobby, a copy of which is available upon request.

Reimbursement to Veterans and Eligible Persons

For information or for resolution of specific payment problems, the veteran should call the DVA Nationwide toll free number at 1-800-827-1000

Credit Evaluation Policy

Students who enter New Horizons Career Development Solutions with previous training in the course to be pursued will be tested upon enrollment and when appropriate, be given credit for prior educations and/or experience. Evaluation will be based upon a written exam, an oral exam, official documentation or certificates or a combination of the above criteria. Credit will be recorded on enrollment record and the length of the course shortened proportionately. Tuition will be adjusted accordingly. In addition the student and the Department of Veteran's Administration (DVA) shall be notified. All prior training is subject to evaluation.

Attendance

Attendance & Tardiness:

We require students to arrive to class on time. If a student arrives more than 30 minutes late, we may allow another student to take their place in class. If students arrive more than 30 minutes late, they will not be admitted to class. If the class is a multiple day class and the student is more than 30 minutes late or the seat is relinquished due to tardiness, the seat is relinquished for the entire length of the class The student will need to reschedule the class. If a student misses more than 20% of a certified program, a certificate of completion will not be awarded. If an absence or tardy is absolutely necessary, we require that you notify us by calling The Customer Service desk at your local campus on or before the date(s) in question.

VA Attendance Policy

Students must attend 80% of their program hours, this time includes accumulated approved absences and class cuts. Students will be allowed three absences during the duration of their program. THE 80% RULE TAKES PRECEDENCE OVER THE THREE ABSENCE RULE IN THE CASE WHERE THREE ABSENCES WOULD BE LESS THAN 80% OF A PROGRAM A student will be placed on a 30 day attendance probation if he or she is below 80% in attendance. The student must bring his/her attendance above 80% within in 30 days to be removed from probation. If at the end of the probation period, the student's attendance is not raised to 80% of scheduled classes, the Department of Veterans Affairs will be notified and benefits will be interrupted.

A student can be placed on a maximum of Two probation for attendance prior to academic dismissal.

Make Up Work

Students will work directly with instructor for make-up work. Students will have two weeks from the date of missed class to submit make up work

Program Interrupt-Extension Policy / Leave of Absence / Withdrawal

All written requests for a "Leave of Absence", "Training Extension", or "Reinstatement" will be considered. These are granted to students at the discretion of the School. These interruptions or reinstatements into a program are subject to space availability. Students who interrupt from one class and transfer to the next available class will be responsible for any cost incurred due to any change or upgrade made in course kits or books. If an upgrade occurs, the added cost will be the sole responsibility of the student. New Horizons Career Development Solutions will not incur any of the additional costs.

Suspension or Dismissal

It is the intention of New Horizons Career Development Solutions to provide the most effective learning and training environment for our students. Therefore, it is imperative that our staff maintains and enforces guidelines that will ensure the best possible educational atmosphere for the students. The following are general examples of behaviors and actions that may lead to a student's suspension and/or dismissal:

1. Inappropriate and/or violent conduct displayed by the student.
2. Inappropriate clothing, or improper clothing attire, and/or indecent exposure.
3. Disrespect for New Horizons Career Development Solutions property and equipment.
4. Software piracy or violating copyright rules and regulations.
5. Recurring attendance problems despite continuous meetings with the Education Consultant and/or Site Manager to rectify the issues.

SUSPENSION OR DISMISSAL

The general levels of reprimand are as follows:
The student will meet with the Education Consultant or Site Manager to discuss the inappropriate conduct and the respective consequences.
The second level, if the problem persists after the primary level of reprimand has been exhausted is to suspend the student [no longer than thirty (30) days] from the training facility. A mutual plan will be discussed and agreed upon by the Education Consultant, Site Manager and the student. Once all parties agree upon this mutual plan, then the student will be reinstated.
If the primary and secondary levels do not resolve the inappropriate behavior, then the student will be terminated from the training program. However, if the inappropriate behavior displayed violated any section of the federal, state, and local penal codes, then it is under the discretion of New Horizons Career Development Solutions to terminate the student from the training program and facility.

Appeal of Academic Probation, Disciplinary Action, Dismissal

Students have the right to appeal academic probation, dismissal, and disciplinary actions taken against them, as well as final decisions regarding any other dispute resolution procedure. Students who believe they have extenuating circumstances regarding a particular matter should submit an appeal in writing to the CAO. The appeal will be mailed to:

New Horizons Career Development Solutions CAO
1900 S. State College Blvd. Suite 100
Anaheim, CA 92806

The Board of Directors will review the appeal within 10 days of the student's submission. A decision to the appeal will be made within 30 days of the day the appeal was received.

Grading Standards

New Horizons Career Development Solutions does not issue letter grades. We are a pass/fail school. A Completion Certificate is granted when a student completes 80% attendance and passes the New Horizons Career Development Solutions mid-term and final assessments at a score of 70% or better. A Completion Certificate is not issued when a student is absent more than 20% of the course or does not pass the post class assessment.

Reentrance

Conditions for re-enrollment will be approved only after evidence is shown to the School Directors satisfaction that the condition, which caused the interruption for unsatisfactory progress, has been rectified.

Certification Testing

New Horizons Career Development Solutions Programs does include the cost of certification exams unless noted in the program. Each student is financially responsible for the cost of exam registrations. Exam registration fees vary and are established individually by each certifying body (Microsoft, Novell, CIW, CompTIA etc.). Appointments for exams are registered and purchased from Pearson VUE. Exam appointments may be made via the Pearson Vue website at https://home.pearsonvue.com/test-taker.aspx or via telephone at (855) 542-6924. If you schedule an exam with Prometric and fail to make that appointment, Pearson VUE will charge you for that exam.

Vouchers / Exam Policy

All unused vouchers for exams expire 18 months from the date of purchase. When student is issued exam voucher it is the students responsibility to schedule and complete the exam before the expiration date of the exam voucher.

Completion Requirements

Completion requires a minimum of 80% course attendance and a passing score on all New Horizons Career Development Solutions post class assessments.

Equipment

Manuals and equipment for application classes will be distributed at the beginning of each individual course. The materials (Student courseware and labs) are given to each student at the beginning of each course. These Courseware and labs become the property and responsibility of the student; by no means should any student material or property be left in a classroom unattended. As a note, replacement costs for some of these kits are as much as $700 plus tax. For security reasons, the classrooms will be locked at the noon break and students will not be allowed to stay and study. *Be advised*: The photocopying or reproduction of any copyrighted material (books, computer data, files, etc.) may be a violation of governing laws and will not be allowed. This, along with any theft of New Horizons Career Development Solutions' or other student's hardware, software, books or personal belongings may lead to immediate dismissal from the program.

Student Conduct

Students must abide by all school policies and regulations. This includes the proper use of software, hardware, classroom behavior, dress code, respect for the instructor's authority, completion of courses in the designated time frame, and adherence to attendance policies.

New Horizons Career Development Solutions believes that no student has the right to interfere with another student's ability to learn. If any student exhibits behavior that hinders that right, they will be asked to leave the classroom. Children are not allowed to accompany parents into any class or to labs. Students are prohibited from unlawful possession, use, or distribution of illicit drugs, alcohol, or weapons of any kind. No student will be allowed to use any verbal, physical, or discriminatory threats or abusive language towards another student, or member of the staff. The use of profanity is strictly prohibited. Discriminatory remarks of any kind will not be tolerated and may result in termination from the program. Any violation of this conduct policy should be brought to the attention of the Instructor immediately. These concerns can be made verbally, or in writing as stated in the grievance procedures described in this catalog.

Any student who violates this student conduct policy may be placed on advisement, suspension, or dismissed from the program. Any courses that are missed due to violations of the conduct policy must be made up, and are the student's responsibility.

Mobile Phone Policy

Students will always have Mobile Phones on silent. Talking on mobile phones in class is prohibited.
Talking on phones in classrooms will result in student being asked to leave for the day. NO EXCEPTIONS

Student Dress Code

New Horizons Career Development Solutions is "business casual." New Horizons Career Development Solutions is a corporate client-based atmosphere. You may encounter a future employer in the hallway or break-room. Therefore, students are requested to wear clothing that is clean, and appropriate. It is further requested that students refrain from wearing the following articles of clothing: sandals, shorts, sweats or any shirt that may expose your midriff. Please use your best judgment in this matter. If you are observed in inappropriate attire, you may be asked to go home and change

Veterans Addendum

The following polices are for students receiving veteran educational benefits as required to meet the minimum standards of federal law.

Standards of Progress

Progress will be monitored for all students receiving veterans' educational benefits. All students will take assessment exams at approximately the 30% and 60% point of completion of each course. If a student's assessment is below 70% the student will be put on academic warning and re-assessed in 15 days or the next 15% of the course, whichever is sooner. If at the end of the warning period, the student's assessment is not raised to 70%, the student will be placed on academic probation and re-assessed in 15 days or the next 15% of the course, whichever is sooner. If at the end of the probation period, the student's assessment is not raised to 70%, the student will be dismissed from the program and the Department of Veterans Affairs will be notified which could interrupt your benefits.

Software Piracy and Personal Items

In accordance with copyright laws, all New Horizons Career Development Solutions students are prohibited from copying any of the software loaded on the school's machines. Please understand that any student found doing so may be terminated from the program.

Students are not allowed to bring any of their personal computers or related software and hardware items on any New Horizons Career Development Solutions campuses to be connected or used with the school's equipment. New Horizons Career Development Solutions shall not be held responsible for any lost or stolen items belonging to any student while on any New Horizons Career Development Solutions campus.

Student Loans

New Horizons Career Development Solutions is not a Federal Department of Education school. Therefore, students cannot use attendance during this program to defer a student loan. New Horizons Career Development Solutions does not participate in Federal or State Financial Aid Programs and students are not eligible not federal financial aid

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

Payment Policy

Programs of four months, or less, may require payment of all tuition and fees on the first day of instruction.
Programs designed to be four months or longer, require 50 percent for tuition along with courseware cost for payment at the time of enrollment. When 50 percent of the program has been completed the remaining payment is due.
The limitations in this section shall not apply to any funds received by an institution through federal and state student financial aid grant and loan programs, or through any other federal or state programs.
(An institution that provides private institutional loan funding to a student shall ensure that the student is not obligated for indebtedness that exceeds the total charges for the current period of attendance.
At the student's option, an institution may accept payment in full for tuition and fees, including any funds received through institutional loans, after the student has been accepted and enrolled and the date of the first class session is disclosed on the enrollment agreement.

New Horizons Career Development Solutions is currently not pending any petition in bankruptcy not operating as a debtor in possession nor has New Horizons Career Development Solutions filled a petition with the preceding five years and has not had a petition in bankruptcy filled against us within the preceding five years that resulting in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S. C. Sec. 1101 et seq.)

FACULTY MEMBER EXPERIENCE & QUALIFICATIONS

Tony Bhawani
Applications Training Manager/Instructor
Master of Business Administration (Geographic Information Systems) from University of Redlands
Bachelors of Science in Business Administration from University of Redlands
Tony Bhawani has been an Applications Instructor with New Horizons and is now the Applications Training Manager.In addition to his applications training experience, he has worked in education as a tutor at both the primary and secondary school levels. Tony has been involved in many Microsoft Delivery Events, including the latest roll-outs of Windows 7 and Office 2010, 2013 and 2016. He is certified in Microsoft Office, and proficient in all versions of MS Office applications, including Access, Excel, Outlook, PowerPoint, and Word.

Barbara Benneian
Applications Instructor: Microsoft Office Specialist, Adobe Ace
Applications instructor with over 17 years of training experience. She joined New Horizons Career Development Solutions, LLC in 2014 and trains via all three of our training modalities; the traditional classroom environment, Online LIVE virtual training and On- sites. Her teaching is based on both theoretical and real-world examples. Barbara has worked with notable clients like Cedars Sinai, 20th Century Fox and

Christopher Dominguez
Applications Instructor: Lean Six Sigma Black Belt, ITIL Foundations, Microsoft Office Specialist
B.S. Computer Information Science Coleman College, San Diego
Chris has 25+ years in Technical Support Management, Software Development, Infrastructure Management and End User training. His diverse career has provided him with examples for the benefits of proper training, as well as the consequences of its absence. Chris places an emphasis on great customer service, professional development and how to balance independence with being a contributing team member. His proficiency in not limited to Microsoft. He also performs well in the Six Sigma, ITIL and Business Skills realms as well.

Debbie Wong
Applications Instructor
Bachelor of Science- Information and Computer Science degree. Minor in Mathematics
University of California, Irvine
Debbie Wong is an Applications instructor with over 20 years of field experience, working with various office applications. Debbie has had past experiences in both the Microsoft Applications in real world office environments as well as programming and consulting. She has vast experience in Outlook and Word.

Gabe Chapa
Applications Instructor: MOS Master, Lean Six Sigma Black Belt, MCT
Gabe began his career in the information technology field in 1997. . Venturing into the field as a computer programmer allowed him to have a basic understanding of computers and how they worked. This led to a programming position as a Project Analyst with Experian, providing the first steps towards his current career as an Applications Instructor with New Horizons Computer Learning Center of Tucson. Gabe has seven years of experience as an instructor. Gabe is a three time winner of Top 25 Instructor in the Worldwide Network.

FACULTY MEMBER | EXPERIENCE & QUALIFICATIONS

Genaro L. Moran
Applications Instructor: Microsoft Office Specialist: Word, Excel, PowerPoint, Access, Outlook. Quickbooks, Great Plains
Bachelor of Arts in Finance- Cal State University Fullerton, MBA Liberty University, Doctoral Candidate in Organizational Management- Jones International University
Genaro Moran is both an Applications instructor with over 30 years of Business and Educational field experience, working with various office applications. As a trainer, he holds more than 15 years, using real world situations to help his students understand. Genaro trains via all three of our training modalities; the traditional classroom environment, Online LIVE virtual training and On- sites. His teaching is based on both theoretical and real-world examples. Genaro specializes in Excel and Spanish based deliveries.

Imee Leverette
Applications Instructor: Microsoft Office: Word, Excel, PowerPoint, Windows 7, Windows 8.1, Outlook. Adobe Creative Suite: Illustrator, Photoshop, InDesign, Animate, Mac OSX
Associates of Arts in Fashion Design from FIDM in Los Angeles, Ca. A Bachelor of Arts from Ashford University and a Master of Arts in Education from Ashford University
Imee Leverette comes from 15+ years of experience as a Senior Media Graphic/Apparel Designer for Action Sports Industries, 8 years as an Editor and Art Director for Tiaregirl Magazine in Hawaii. She also holds 4+ years' experience as a Higher Education instructor, teaching Adobe Creative Suites: Illustrator and Photoshop at Art Institute, FIDM and Mira Mesa College, with her concentration on Digital Art Design and Technical Drawing with Mac OSX and Windows platforms.

Jessica Brown
Applications Instructor: Microsoft Office Specialis
Bachelor of Arts – UNC Wilmington
Jessica Brown is an Applications Instructor with Career Development Solutions, LLC. She has over eight years of experience in the training industry, both with Career Development Solutions, LLC and as an in-house corporate trainer. Jessica has worked with the Microsoft Office suite for multiple generations and has assisted organizations on the latest roll-outs of Windows 8 and Office 2013. She is certified in Microsoft Office and proficient in all versions of MS Office applications, including Access, Excel, Outlook, PowerPoint and Word. Jessica uses a combination of theoretical and real-world examples to inform her teaching method, although she leans towards real-world examples most, as it has more relevance to utilizing concepts in the working environment. In 2015, Jessica walked stage as a Top 25 Instructor in the Worldwide Network.

John Warner
Applications and Busines Skills Instructor
Microsoft Office Specialist: Word, Excel, PowerPoint, Access, Outlook, MCSA, CompTIA A+, CompTIA Network+
John got his first computer in 1986 (a dual-floppy 8088!). After working with computers and the nascent internet (Mosaic browser, newsgroups,etc.) at school, he trained Applications and Networking for New Horizons from 1997-2003.
For over 20 years, John has supported employees, computers, and networks in the sales, service, contracting, and education industries and is back training full-time.

FACULTY MEMBER EXPERIENCE & QUALIFICATIONS

Kevin Nickle
Applications Instructor
Kevin Nickle joined New Horizons in 2011, providing high-level applications training to New Horizons of Southern California students. Kevin has worked with computers in some sort of fashion all his life. At six, Kevin began exloring his first machine, an Atari. Kevin is now a certified expert in Microsoft Office Excel, Word, PowerPoint, and Outlook. With over 5 years of training experience, Kevin enjoys working on real world issues. He takes pride in being able to explain complex technical issues in laymen terms for his students to understand. He also believes that training is not always the same, and that each student must be catered to in a different form. Depending on their learning style, Kevin believes in adjusting methods, and focus. Kevin combines theoretical concepts with real-life examples to provide students with a holistic understand of concepts that can be carried into the workplace.

Kendell Hoyer
Applications Instructor: Microsoft Office: Word, Excel, PowerPoint, Access, Outlook, Sharepoint, Visio, SQL Querying.
Masters of Science in Education, Nova Southeastern University, Ft. Lauderdale, FL. Bachelor's of Science in Education
University of Nevada Las Vegas, Las Vegas, NV
Ken is a former New Horizons instructor from the St. Louis franchise and comes with years of in-class experience in both private events and hybrid ILT/ OLL delivery. He is an MCT/ MOS master and is Cybersafe certified. Kendell started teaching computer applications in 2004. His areas of expertise include the Microsoft Office Suites, Windows, and Adobe Captivate. He instructs Office 2010-2016 classes as well as SharePoint and Windows 10. As an Adjunct College Professor, he has instructed over 200 online and ground courses in mathematics, American Politics, and the US Constitution. He has authored a national

Mia Gwyn
Applications Instructor: Microsoft Office Certified
Bachelor of Arts – University of Colorado, Boulder.
As an experienced technology expert and educator with over 10 years experience, Mia connects to her students at a very relatable level. Her practical and hands on approach encourages students to learn and not to be afraid of not knowing the program. Mia has been awarded as a Top 25 Instructor in the Worldwide network under two different ownership groups, which shows her stability and continued high level of performance. Mia focuses on Business Skills, Microsoft programs including high level VBA, Access and SharePoint as well as being able to deliver in Spanish as needed.

Phillip Dunn
Applications Instructor: Microsoft Office Master and Business Skills: Word, Excel, PowerPoint, Access, Outlook, Crystal Reports, PMF, SQL Querying, Visio, Scrum Master
16+ years in the training industry. Everything from starting small business, managing and growing medium sized ones, to working with management from major corporate entities. It's amazing where Microsoft Office has taken Phillip. He has trained rocket scientists at JPL, movie makers at Sony, Executives at Devon Energy and BP and Automakers like Toyota and Hyundai. Phillip also excels at Business Skills delivery and is currently studying Scrum methodologies.

FACULTY MEMBER | EXPERIENCE & QUALIFICATIONS

Raul Escalera
Applications Instructor: Microsoft Office Specialist: Word, Excel, PowerPoint, Access, Outlook. Crystal Report, Visio, SQL Querying
Raul Escalera is an Applications Instructor for New Horizons with over 15 years of training experience. In addition to his applications training experience, he has worked as a computer and network technician.
Having worked as an instructor for over a decade, Raul has assisted companies with several generations of Microsoft roll-outs. He is a certified Microsoft Office Master, and proficient in all versions of MS Office applications, including Access, Excel, Outlook, PowerPoint, and Word. Raul is a recipient of New Horizons' "World Wide Excellence in Training Award".

Rilynn Boykins
Applications and Business Skills Instructor
Bachelors of Psychology – University of Phoenix
Rilynn has been an instructor for over 4 years in various capacities and in different business disciplines. Rilynn traces her love of teach back to working with her fellows in healthcare and helping them through their reservations when it came to new technology. She teaches with heart and patience, and even her most reluctant students leave her class with a new found confidence in the emerging technologies that are shaping their world.Certified Scrum Master, Microsoft PowerPoint, Microsoft Word, Quickbooks, Agile Project Management, Microsot SharePoint, Conflict Resolution, Adobe Illustrator, Intrapersonal Communication. She is a member of Toastmasters International, SCRUM Alliance, Society of Industrial Organization and Psychology and Association for Talent Development.

Ronald Marsh
Applications Instructor: CIW, Adobe Certified, MOS Master
BA Communications/Advertising, from the University of Kentucky
Ron has over 20 years certified computer training experience with New Horizons and over 27 years as a trainer in some form or another. Ron has a proven track record of reliability and responsibility with both Consumer and Corporate clients. Ron's list of competencies is one of the largest in the company.

FACULTY MEMBER EXPERIENCE & QUALIFICATIONS

Gerald (Gerry) Riani
Technical Training Manager/Instructor
MCT, MCSE, MCSA, MCTS, MCP, RHCI, RHCE, CompTIA A+, Network+, Security+, Linux+, Mobility+ and Cloud+,
BA in English Literature from the University of San Diego
After an initial career in the Financial Services industry, Gerry transitioned into an Information Technology career in 1999. He has worked as a Technical Instructor for more than 17 years. Additionally, from 2000 to 2014, he held the position of Chief Information Officer for New Horizons Computer Learning Centers of South Florida. In 2014, he joined the New Horizons Career Development Solutions, LLC team in 2014 as a Technical Instructor. As a Red Hat Certified Instructor and Engineer, Gerry's primary training focus has been with various Red Hat software products, especially Red Hat Enterprise Linux. Additionally, Gerry teaches classes covering various Microsoft technologies, as well as a number of CompTIA certification preparatory classes. Currently, Gerry also holds the position of Technical Training Manager for New Horizons Career Development Solutions.

Aaron Hamachi
Technical Instructor: CCNP, CompTIA A+, CompTIA Network+, CompTIA Security+, CompTIA Project +, MCSA, ITIL, CIW
MS - Information Security and Assurance, BS - IT Network Design & Management, AS - Business Information Technology
Aaron Hamachi has over 30 years of experience working in technology. Even after those years, he still loves seeing the AH-HA moment when something clicks for a student. With experience as a Help Desk, Field Technician, Systems Administrator, Network Engineer, IT Manager, and part-time Professor, Aaron knows his way around both a classroom and the actual world of technology. From navigating day-to-day internal and external customer needs to rescuing networks on 3 AM outage calls with all hands on deck, Aaron's done it all. He brings that real-world expertise to his teaching.

Bill Sullivan
Technical Instructor: MCT, MCSE, MCSA, MCITP, MCTS, MCP, CISSP, CompTIA A+, Network+, Security+, Cloud Essentials and CASP,
BA in Physics from the University of California, Berkeley
As a US Navy veteran, Bill served in the Persian Gulf where he worked as a Fleet Instructor and Maintenance Check Pilot. Prior to beginning his career in Information Technology, Bill held the positions of Analyst and Total Quality Management Systems Instructor at Douglas Aircraft Company, as well as an Associate Professor of Aircraft Mechanics at Northrop University. Since 1994, Bill has held the position of Technical Instructor with New Horizons Career Development Solutions, LLC. As a Technical Instructor, Bill's focus has been on training and assisting students new to the IT world in becoming IT professionals and guiding them along the way to obtaining their Microsoft and CompTIA certifications. On three occasions, Bill received recognition as one of the Top 25 Technical Instructors in the World from New Horizons.

David Metzgar
Technical Instructor: MCSA, MCSE, VMware
BA in Business Administration University of New Mexico
David Metzgar is no stranger to New Horizons, having taught here from 1995 to 2012. He's back again as a Certified Microsoft and VMWare Instructor. David enjoys teaching people and connecting them and their businesses with various technologies that enable them to be more productive. "It's fulfilling when students can better understand complex products, concepts and procedures as a result of the training I have provided." He likes to set a tone in his class where everyone can be met with respect and gratitude.

FACULTY MEMBER EXPERIENCE & QUALIFICATIONS

Dennis Thibodeaux
Technical Instructor: MCT, MCSE, MCSA, MCITP, MCTS, MCP, CISSP, EC-Council Certified Instructor, CEH, CHFI, CFR, CISA, CISM, CompTIA A+, Network+, Security+, CASP, Linux+, Cloud+, Mobility+ and Project+,
BS in Mass Communication from Middle Tennessee State University
Dennis Thibodeaux is a technology educator and IT professional who has been a Microsoft Certified Professional since 1998. As an instructor, he draws on his extensive experience as an Information Systems Security Management specialist, Systems Engineer and Network Administrator. Dennis joined the New Horizons Career Development Solutions, LLC Technical Instructor team in 2014. Dennis brings real-world security experience and solid business skills to the classroom, often using his own professional activities as examples. His skillset includes vulnerability assessment, risk management, network security, application security, physical security, incident response and digital forensics. As an Information Security industry analyst recently put it, "Leaders like Mr. Thibodeaux are needed to usher in the next wave of maturity for InfoSec- a period characterized by the fusion of business and IT." For 2016, New Horizons recognized Dennis as one of the Top 25 Technical Instructors in the World.

James Hanavan
Technical Instructor: MCT, MCSE, MCSA, MCITP, MCTS, MCP, CCSI and CCNA,
BA in History from University of California, Santa Barbara James has more than 25 years of experience as an IT consultant and trainer and he joined the New Horizons Career Development Solutions, LLC team as a Technical Instructor in 1995. James specializes in the design, planning, implementation, management, maintenance and securing of Windows Server systems, Active Directory, Group Policy, Microsoft Exchange Server, Microsoft Skype for Business and Microsoft System Center. Moreover, as a Cisco Certified Systems Instructor, James delivers training for students interested in obtaining their Cisco CCNA certification.

James Nelson
Technical Instructor: MCT, MCSD, MCSA, MOS and CompTIA Project+,
BA in Communications from California State University, Fullerton
James has more than 20 years of experience in the IT industry focusing on database administration, programming and design. James joined the New Horizons Career Development Solutions, LLC team in 1998. During this timeframe, James' principal training focus has been with Microsoft SQL Server administration, database design and programming, data warehousing and business intelligence. In addition, James teaches classes covering various other technologies such as Microsoft SharePoint, Microsoft Excel and Access VBA and Project Management.

Jeff Zahorowski
Technical Instructor:MCT, MCSA, MCITP, MCTS, MCP, CompTIA A+, Network+ and Security+,
BS in Communications Studies from California State University, Sacramento
Jeff has worked in various positions within the IT industry over the past 25 years and he has been a Technical Instructor since 2000. He joined the New Horizons Career Development Solutions Technical Instructor team in 2016. Jeff's training expertise include Microsoft's Windows Server and Client operating systems. Additionally, he focuses on assisting students new to the IT industry gain a foothold within the industry by obtaining their CompTIA A+, Network+ and Security+ certifications. Employees from companies such as Intel, Apple Computer, Oracle, Northrup-Grumman and the US Navy Fighter Weapons Schools have gained insight and technical knowledge from Jeff's training events.

FACULTY MEMBER EXPERIENCE & QUALIFICATIONS

John DeVries
Technical Instructor: MCT, MCSA, MCITP, MCTS, MCP, CompTIA A+, CompTIA Network+, CompTIA Security+, CompTIA Mobility+, CompTIA Cloud+
Computer Science - John Hopskins University, Baltimore Maryland
John has a wide reaching and impressive range of prior experience within the IT industry. For over 30 years, he worked as a product and marketing manager in the computer and data communications industries. Additionally, during this same period, John ran his own web design, software development and consulting business. John began his career as a Technical Instructor with New Horizons of Tampa, FL and he joined the New Horizons Career Development Solutions team, in the same role, in 2016. John specializes in training IT professionals on Microsoft Azure cloud services, Microsoft Office 365 and Windows 10. Additionally, he also specializes on web development and programming leveraging technologies such as JavaScript, C# and Microsoft .NET. Besides his experience within the IT industry, John received the honor of serving as the Chair for a National Institute of Standards and Technology working group on telecommunications.

Joseph (Joe) Ng
Technical Instructor: MCT, MCSE, MCDBA, MCSA, MCTS, MCP, CCSI, CCNA, VCI, VCP,
AS in Computer Information Systems from Santa Monica College
In addition to working as an IT Consultant, Joe has been an IT Technical Instructor since 1999. He has been a part of the New Horizons Career Development Solutions, LLC Technical Instructor team since 2001. Joe's areas of expertise are varied and include a number of Microsoft technologies, especially Windows Server and Microsoft Exchange, Cisco routing and switching technologies, as well as VMware's vSphere and Horizon products.

Kent Tuominen
Technical Instructor: MCT, MCSE, MCSA, MCITP, MCTS, MCP, BS in Marketing from Cal Poly Pomona
B.S. Marketing, California State Polutechnic University Ponoma
As the son of two teachers, Kent believes that teaching is in his blood. Kent initially joined New Horizons Career Development Solutions, LLC in 1996, first as an Applications Instructor and later transitioning into the role of Technical Instructor. After a period pursuing other opportunities within the IT field, Kent rejoined New Horizons Career Development Solutions in 2012. Kent's training focus has been in the area of Microsoft technologies, including the deployment, installation and management of various versions of the Windows Client and Server operating systems, Active Directory and Group Policy, as well as Microsoft Exchange Server. For 2016, New Horizons recognized Kent as one of the Top 25 Technical Instructors in the World

Martin Wuesthoff
Technical Instructor: MCT, SQL Business Intelligence and Data Modeling, Windows PowerShell Expert, Microsoft Exchange Server
Bachelor's in Music Teacher Education, University of Connecticut
Martin has been a successful technical trainer for nearly 2 decades. In that time he has trained thousands of students on many different Microsoft Server products included SQL Server, SSIS, SSRS, SSAS, SharePoint BI, PowerShell, Windows Server, IIS, ISA Server, SMS, SCOM, SQL Server, VB Scripting and Exchange Server. He is highly ranked by students and focuses on providing real-world examples and practical knowledge.

FACULTY MEMBER EXPERIENCE & QUALIFICATIONS

Matt VanRhysseghem

Technical Instructor: Microsoft Office Specialist, CompTIA A+, Sec +, Net + and Applications Instructor

With a lengthy background in management, training and computing, Matt has been knowledgeable in many areas of the IT industry including hardware, software and networking. Matt has been an instructor with New Horizons for over 2.5 years with training focused primarily on software applications, ranging from Microsoft Office and Windows to cloud-based services like Google Applications and Office 365. In addition, his experience with the CompTIA certification objectives, leading instruction for both A+ and Network+. Free time activities include hiking, gaming, reading, writing and basically anything that gets me outside and moving. Matt is a great fit at New Horizons as it combines his love of computers with his love of conversation and social interaction. In his words "I absolutely love what I do and think that there's no better feeling than helping someone solve a problem they've been struggling with or seeing that light bulb come on when you show them something that they had maybe never considered possible"

Nicholas (Nick) Lane

Technical Instructor: MCT, MCSE, MCSA, MCITP, MCTS, MCP, EC-Council Certified Instructor, CEH, CompTIA A+, Network+, Security+, CASP and Cloud Essentials

Computer Repair, Electronics & Networking Degree from Nassau Tech BOCES Vocational Institute

Since 1999, Nick has provided Technical Solutions, Systems Administration, Desktop Support, Technical and Applications Training to thousands of satisfied customers. He joined the New Horizons Career Development Solutions; LLC team in 2005 and, over that timeframe, Nick received recognition as one of the Top 25 Technical Instructors in the World on five separate occasions from New Horizons. Nick specializes in delivering Microsoft, CompTIA and EC-Council technical training.

Rhett Williams

Technical Instructor: MCT, MCSE, MCSA, MCITP, MCTS, MCP, RHCI, RHCA, RHCE, CCSI, CCNA, CompTIA A+, Network+ and CTT+,

BA in History from California State University, Fullerton

Rhett has over 30 years instructing experience and he has been a technical instructor for New Horizons Career Development Solutions, LLC since 1996. .He has a wide range of technical training capabilities including network operating systems, database administration and development, application development, internetworking and network security. As a Red Hat Certified Architect and Instructor, Rhett's training focus has been on various Red Hat technologies, especially Red Hat Enterprise Linux, Red Hat Virtualization and Red Hat OpenStack. He received recognition as a Top 25 Technical Instructor in the World from New Horizons and, in 2013, Red Hat recognized Rhett as their Training Advocate of the Year.

FACULTY MEMBER EXPERIENCE & QUALIFICATIONS

Charlotte Augustine
IT Technical Trainer: Certifications: CompTIA A+, CompTIA Network+, MOS
PhD in Religion from Claremont School of Theology.
Charlotte brings 23 years of education and experience to New Horizons Learning Group as the IT Technical Trainer in the Anaheim center. As the Distance Learning Training Specialist at her alma mater, Charlotte was responsible for downloading, installing and maintaining lab software in the Windows 7 environment, as well as assisting staff and students with IT-related issues. Having taught on and off for 23 years, Charlotte brings a wide range of exposure to different students, in a multitude of environments, utilizing various modes of content delivery. “Everything I have experienced continues to help me with each and every student as I try to meet each person’s educational needs,” says Charlotte.

Chris Borie
IT Technical Trainer; Java, Java Script, HTML, CSS
Bachelor of Science in Software Engineering and Programming, Masters in Cybersecurities Policies and Procedures
With a Bachelor’s in Software Engineering and Programming and a Masters in Cybersecurity Policies and Procedures under his belt, Chris also brings 8 years of real-world training experience to New Horizons Learning Group. In addition to 8 years in various IT positions, Chris spent 3 years as a trainer at AT&T helping customers with their cell phones and the company with their billing system — and everything in between. He is also experienced with SQL and multiple programming languages.

Chris Roland
IT Technical Trainer: CompTIA Security+
BAS in Journalism and Broadcasting and an AS in Film Theory
Chris specializes in video production, as well as 7 years professional experience, to New Horizons Learning Group. “Witnessing first-hand of how the importance of properly trained members in the military could potentially be the deciding factor in their safety is what influences my teaching,” says Chris. “My job is to make sure they can protect themselves; their safety is my top priority.” Seeing the concept “click” with students is the best take-away of being an instructor, claims Chris.

Jason Biskie
IT Technical Trainer
Bachelors of Information Security
18 years of computer experience, specializing in CompTIA A+, Network+, Security+ related activities and responsibilities. Private sector virtual environment management experience using VMware & Microsoft Hyper-V. Windows Server 2003-2012R2, Active Directory and business applications.

Jason Burton
IT Technical Trainer: CompTIA A+, Network +, Security +, Server +; MCSA: Windows 8, MCPx2 Windows Server 2012R2
A.S. Networking Services Technology;.
Jason had 5 years of professional IT experience, 3 years of teaching experience. I have always had a passion for IT industry, in fact, my first jobs paycheck went to building my first PC. I was in the U.S Navy and used the G.I bill to pursue a degree in IT. After college, I became a student at New Horizon here in Las Vegas to finish my certifications and then went out to the IT workforce. Eventually, I was called back to New Horizons to work as IT / Instructor and I have been here for going on 3 years. While at New Horizon I have taught multiple CompTIA and Microsoft courses. My favorite topic and primary focus is Windows server. The best part of my job is seeing the knowledge start to make sense to students, also troubleshooting issues then being able to bring these examples to students.

Jonathan Vazquez
IT Technical Trainer
BA in Business Administration, Major in Computer Info Systems
Did you know that Jonathan, our IT Tech Trainer in our Burbank center, was tutor of the year in 2012 at his alma mater? Jonathan tutored math, science, statistics, computer and business classes while in college and it was New Horizons where he found a strong passion to continue helping students succeed. With 12 years in the field, Jonathan is poised and ready to assist helping others succeed in life. Says Jonathan himself when asked what he likes best about training people, "Knowing that you are truly making a difference in people's lives and knowing that it is not just a job or a paycheck."

Karl Kreder
IT Technical Trainer: Cisco CCNA, CompTIA Linux+, Excel MOS Master
BA in Computer Information Systems University of Phoenix
With 20 years in the industry under his belt and a membership in the California Educational Technology Professionals Association (CETPA), Karl Kreder is our go-to IT Tech in our San Bernardino Center. Karl credits his professional experience in customer service along with his relationships with his IT circles outside of work with influencing his teaching. He likes to lead his students to the answers instead of just giving them. His favorite thing about teaching is seeing a student have that "Aha!" moment.

Marco Quezada
IT Technical Trainer
Bachelors of Science Information Systems. More than 20 years of computer experience including website design, network administration, Teaching CompTIA A+, Network+, Security+ and Microsoft Office Specialist classes since 1996. Held many high level positions at educational institutions including Director of Marketing, Director of Compliance, IT Manager, and Computer Department Chairman

Marcus Jackman
IT Technical Trainer: CompTIA Network+
BA in Computer in Audio Engineering, Minor in Computer Science
Marcus brings 6 years' experience in the field to New Horizons as the IT Tech Trainer in our Gardena center. His CompTIA Network+ certification along with his professional experience well equip him to get the job done. An Apple Support Specialist, all of Marcus' professional experiences have influenced his teaching. "IT troubleshooting requires working with others and trading information to reach the root of a problem. It's like learning and teaching simultaneously."

Patrick Shafer
IT Technical Trainer:CompTIA A+, CompTIA Network+.
Associates Degree in Communications – Sierra College - Rocklin, CA
20 years of building and maintaining computer systems. For the past year, I have been mentoring students who are looking to get certifications of their own. Certifications: CompTIA A+, CompTIA Network+.