



ACADEMIC CATALOG

CHICAGO

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Table of Contents

WHO WE ARE

MISSION

ADMINISTRATION

LICENSURE

FACILITIES AND EQUIPMENT

HOLIDAYS

HOURS

COURSES OFFERED

ADMISSION POLICIES AND PROCEDURES

TUITION PAYMENT AND OTHER FEES

CANCELLATION, WITHDRAWAL AND REFUND POLICY

ACADEMIC POLICIES

STUDENT ADVISING

GRIEVANCE POLICY

DISCLOSURE STATEMENT

COLLEGE CREDIT POLICY

STUDENT CONDUCT

FINANCIAL ASSISTANCE

STUDENT DISCLOSURE INFORMATION

OWNERSHIP, MANAGEMENT AND TEACHERS

STUDENT SIGNATURE



Who We Are

Fullstack Academy is an award-winning, professional educational institution specializing in technology instruction. Our flagship course, the full-time Software Engineering Immersive course, is an intense, outcome-driven accelerated learning program for adults where amateur programmers are prepared for competitive positions as professional web developers. We pride ourselves in teaching the most cutting-edge technologies while maintaining a supportive and innovative learning environment.

Mission

Fullstack Academy develops a student's ability to think critically about how to program while equipping them with the tools and transferable skills necessary to succeed in an evolving industry. We teach web application programming through an intensive hands-on experience and small faculty-to-student ratio. We pride ourselves on being both academically rigorous while also building a strong and supportive community with focus on our students' progress throughout.

Administration

Fullstack Academy is owned and operated by Fullstack Academy, Inc. and is governed by a Board of Directors.

A list of owners and Board members is included as Appendix A.

Licensure

Fullstack Academy is licensed by the Illinois Board of Higher Education.

Fullstack Academy is not accredited and does not participate in federal or state financial aid programs.



Facilities and Equipment

Fullstack Academy has 2 campus locations.

The Chicago campus is located within 1871, a technology and entrepreneurial center, at 222 W Merchandise Mart Plaza #1212 in Chicago, Illinois. The New York campus is located at 5 Hanover Square, Floor 25 in New York City, New York and is easily accessed by subway and bus. The campus is fully ADA (The Americans with Disabilities Act) compliant.

Both campuses are equipped with dedicated classroom areas, meeting and collaboration areas, on-floor restrooms, and kitchens for light use by employees and students. Dedicated areas within the Chicago campus are available to students during normal business hours, Monday through Saturday, with keycard access.

Holidays

Fullstack Academy is closed on the following federal holidays, along with a two-week Winter Break at the end of the year:

Student Holidays:

- New Year's Eve
- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving
- Day After Thanksgiving
- Christmas Day

Hours

Administration:

Monday – Friday 9:00 am – 6:00 pm

Dedicated Campus Areas:

Monday – Friday 8:00 am – 10:00 pm

Saturday 8:00 am – 10:00 pm

1871 Shared Areas:

Monday - Sunday 24-7 Access

Courses Offered

Fullstack Academy offers two types of courses: immersive and non-immersive. Our Immersive programs are designed to prepare students for a career in web development. The non-immersive courses are part-time and designed to introduce students to web development.

Fullstack offers the following courses in Chicago, Illinois.

Course	Course Length	Immersive	Part Time	Full-time
Software Engineering Immersive	553 hours / 17 weeks	✓		✓
Bootcamp Prep	48 hours / 4 weeks		✓	

The schedule for our upcoming course can be viewed on our website at:
<http://www.fullstackacademy.com/software-engineering-immersive#tuition> and
<http://www.fullstackacademy.com/bootcamp-prep#fs-apply-2>

Software Engineering Immersive Course

Full-time (553 Hours / 17 Weeks)

A successful web developer in today’s competitive marketplace must know not only how to build a high-quality web application from scratch, but also how to make it interactive, real-time, responsive and easy to use. In Fullstack Academy’s immersive course, we teach the most advanced and modern software engineering technologies using the JavaScript language and the fullstack JavaScript stack – technologies that are essential to the new breed of developers the marketplace craves.

In this 17-week course, students will gain direct knowledge and real-world skills as full-stack developers, and become comfortable building a scalable product as part of a team. By the end of the course, students will have a portfolio of work showcasing their skills and career interests to present to potential employers and an established network of development professionals to assist them as they advance their careers.

Furthermore, by the end of this course students will be conversant in not only the JavaScript language, but also in the surrounding ecosystem of development technologies. Students will have gained relevant exposure and have had practical experience to make them well qualified to enter the software engineering job market as a software engineer.

Bootcamp Prep

Part-time (48 hours / 4 Weeks)

Fullstack Academy's Bootcamp Prep is a four-week part-time course that helps students prepare for admissions into our software engineering immersive program. Students will attend on-campus classes 4 nights a week, for 4 consecutive weeks. There is also remote work to be completed on the off-nights.

The class is a mix of instruction followed by practical workshops designed to solidify a student's understanding of each concept. Students develop core programming skills and use them to solve various coding challenges. During the last week, they'll work on a cool project that pulls together everything you've learned. By the end of the course, students will have completed several in-class workshops and will feel comfortable with the foundations of the JavaScript language.

Admission Policies and Procedures

Entrance Requirements

Applicants must be 18 years of age or older.

Application Procedure

The application process is a highly selective 3-step process and is designed to admit students who have sufficient skills and preparation needed to succeed in the program. This procedure is only applicable to the Software Engineering Immersive course.



Step 1: The prospective student submits an online application

Step 2: The student completes an online technical skills assessment after receiving time and materials to prepare.

Step 3: A face-to-face interview is scheduled over video conference to gather a preliminary understanding of the candidate's background and motivations for applying to Fullstack Academy, and also to provide the candidate an opportunity to ask any questions he or she may have. Part of the interview process involves one or more programming skill problems that the interviewer/interviewee work through together.

If the Step 3 online interview is successful, the candidate may be offered a position in the next available cohort of their choice.

Each prospective student must provide documentation outlined in the admissions packet, including proof of prior education experience and identification.

Additionally, the student will be given materials and assignments prior to the beginning of the on-campus instruction. It is expected that the student will complete the assignments prior to the beginning of the course. This is to ensure the student has a baseline understanding of terms and concepts used at Fullstack.

School Admissions Deadline

Fullstack's courses are in high demand and fill quickly – often months before the courses begin. To ensure a student's place in an upcoming course, accepted candidates must register all courses no later than 7 days prior to the beginning of their selected cohort.

Tuition Payment and Other Fees

Tuition payments are predetermined by course type. The tuition for our full-time Software Engineering Immersive course is \$16,810. Registration and any material fees are not refundable and not transferable. If the school has offered the student a monthly payment option, such monthly payments will be postdated to a given date of the month.

Nonetheless, should the student withdraw from a course, regardless of reason, any unpaid balance should be settled before the student leaves the program. Tuition must be collected on the payment due date. Fullstack Academy allows

students a 5-day grace period from the tuition payment due date. If students fail to pay after the 5th day of the grace period, there will be a late fee of \$10 (flat fee) and an addition of \$10 per day until payment is complete. Students will be charged a fee of \$35.00 for returned checks for any reason. In addition, the student will not be admitted to class until his/her status is settled. Fullstack uses online teaching materials to ensure the student is receiving the latest information. The student must provide his or her own laptop for use in class each day. The laptop must have a minimum of 11" screen, be no more than 4 years old, be running the latest version of Linux or Mac OS and be in general working condition.

If the student or prospective student has questions relating to tuition or has any scholarship questions, please reach out to Fullstack Academy at hello@fullstackacademy.com

Course	Total Tuition	Refundable Deposit Due Prior to Start Date	Registration Fee Due Prior to Start Date	Payment Due Within 5 Days of Classroom Instruction
Software Engineering Immersive	\$16,810	\$1,900	\$100	\$14,810
Bootcamp Prep	\$2,750	-	\$450	\$2,300

Student Tuition Liability Chart

The student is liable for timely tuition payments. Tuition is due within 5 days of the start of classroom instruction.

Weekly Tuition Liability Charts:

Software Engineering Immersive	
Term 1 (based on tuition paid in full less non-refundable fees)	
Weeks of Course Completed	Percent Fullstack Academy Keeps
Within 7 days of signing enrollment agreement, but before 1 st Week	0%
During 1 st Week	0%
During 2 nd Week	20%
During 3 rd Week	35%
During 4 th Week	50%
During 5 th Week	70%
After 5 th Week	100%

Bootcamp Prep	
Mini (based on tuition paid in full less non-refundable fees)	
Weeks of Course Completed	Percent Fullstack Academy Keeps
Within 7 days of signing enrollment agreement, but before 1 st Week	0%
0-15% of the Program	0%
16-30% of the Program	25%
31-45% of the Program	50%
46-60% of the Program	75%
After 60% of the Program	100%

Cancellation, Withdrawal and Refund Policy

Students eligible to receive a refund must follow the Withdrawal Procedure listed below:

1. Students who wish to cancel their enrollment in a course at the school must do so in writing. The request must include the date of withdrawal and must be dated and signed by the student.
2. There will be no refund of registration fees.
3. Any scholarships granted to the student apply only if the student completes the course and all course requirements. Refund calculations will not include any scholarships.
4. If a student needs to leave school due to health issues, medical emergencies, or death in the family, a refund of the unused portion of tuition shall be issued. Students will need to support a claim with appropriate documentation. The _____ form is to be completed and signed.
5. If a student withdraws or transfers to another institution, no refund will be made for registration fees. A refund of the unused portion of tuition will be issued.

All refunds are processed within 30 days of the request date. Students are expected to provide full documentation at the time of withdrawal to request a refund.

The failure of a student to notify the director in writing of withdrawal may delay refund of tuition.

Leave of Absence Policy

Fullstack Academy promotes a very rigorous and immersive approach to learning, so the student is expected to attend class daily. When students miss class, they miss the valuable daily practice and instruction that supports their career goals. For this reason, Fullstack Academy strongly encourages full attendance and active participation in class on a daily basis. Please read the guidelines below regarding Fullstack Academy's expectations and policies for attendance as well as consequences for not meeting the minimum standard of attendance.

A leave of absence is to be granted only in extenuating circumstances, such as an accident, prolonged illness, or the death of a relative. If the student fails to return on the agreed upon date, the student will be dismissed and a refund calculation performed, or the student may attend the next cohort at the discretion of Fullstack Academy. Our experience has shown that most students

do not return from a leave of absence and the nature of the programs at Fullstack do not lend themselves to extended leaves of absence. The Director of Fullstack Academy will review the student's request, in person with the student requesting the leave. Not all leave requests will be granted. All leaves of absence must be requested in writing and approved in writing. Leave of absences are generally granted only in courses greater than 6 weeks in length, and can be requested in the range of 3 to 10 days in duration.

Termination Date

If, during the course of classroom study, a student fails to meet the minimum 95% attendance standard, their enrollment at the academy will be terminated. A refund calculation will be done at this time to determine the student's financial obligation or if a refund is due.

Terms Refund Policy

The Terms Refund Policy applies to courses that are 15 to 18 weeks in length.

1. A student who cancels within 7 days of signing the enrollment agreement but before instruction begins receives all monies returned with the exception of the non-refundable registration fee.
2. Thereafter, a student will be liable for:
 - o the non-refundable registration fee plus
 - o the cost of any textbooks or supplies accepted plus
 - o tuition liability as of the student's last date of physical attendance. Tuition liability is divided by the number of terms in the program. Total tuition liability is limited to the term during which the student withdrew or was terminated and any previous terms completed.

Quarters Refund Policy

The Quarters Refund Policy applies to courses that are 7 to 14 weeks in length.

1. A student who cancels within 7 days of signing the enrollment agreement but before instruction begins receives all monies returned with the exception of the non-refundable registration fee.
2. Thereafter, a student will be liable for
 - o the non-refundable registration fee plus
 - o the cost of any textbooks or supplies accepted plus
 - o tuition liability as of the student's last date of physical attendance. Tuition liability is divided by the number of quarters in the program. Total tuition liability is limited to the quarter during which the student withdrew or was terminated, and any previous quarters completed.

Academic Policies

Transfer of Credit

Fullstack Academy is not a degree-granting program and does not accept course credit gained at other institutions.

Hours

Academic credit is measured in hours. One hour of instructional time equals 60 minutes.

Academic Standards

Student progress is measured based on assessments, projects, and overall course performance.

Students are graded on a pass/fail basis. To receive a passing grade, students must:

1. Receive a passing grade on 80% of all checkpoint assessments. Assessments are graded on an A-F scale. A grade of a D and above is passing.
2. Maintain consistent attendance as outlined in the Attendance section below. A passing grade in attendance will be given to students with no more than two or four absences, depending on the program.
3. Complete all course projects.

Grading

Students at Fullstack Academy are graded on a scale of A to F, where A = 90-100; B = 80-90; C = 70-80; D = 60-70; F = Below 60.

A passing grade represents that the student has satisfactorily met all the minimum course requirements as outlined in Academic Standards. A grade of Pass is equivalent to a grade of A-D.

A failing grade represents that the student has not met all the course requirements as outlined in Academic Standards.

An incomplete grade represents that the student has not made sufficient academic progress, and/or has not satisfactorily completed all required projects. If the student has withdrawn, that will be noted as a "WD" on their transcript.

Probation

Student progress is monitored each week by the instructional staff. In the event that a student's conduct or academic progress falls below an acceptable level at any time while enrolled at Fullstack, a performance improvement plan will be enforced to help the student improve.

A few scenarios of falling below an acceptable level include:

- Attaining failing marks on assessments
- Missing class or repeated tardiness
- Unprofessional or offensive conduct toward staff, students or visitors on-campus or off-campus (see "Conduct" section above)
- Not completing a required individual assignment or project
- Not completing work in group projects

Participation in the performance improvement plan program is a second chance. Student performance in the program will be measured, and if the student does not improve, we reserve the right to dismiss the student from the course.

Attendance

The Importance of Daily Attendance

Fullstack Academy expects students to attend their classes every day to ensure they complete their program coursework successfully and make continued progress in enhancing their professional skills. When students miss class, they miss the valuable daily practice and instruction that supports their career goals. For this reason, Fullstack Academy strongly encourages full attendance and active participation in class on a daily basis. Please read the guidelines below regarding Fullstack Academy's expectations and policies for attendance as well as consequences for not meeting the minimum standard of attendance.

Minimum Standard of Attendance

A student must maintain a minimum of 95% attendance in his/her classes for the duration of his/her enrollment at Fullstack Academy.

Lateness, Early Departure, and Half Day Absence Rule

Fullstack Academy expects all students to arrive on time and be prepared at the start of class. When a student arrives late to class, he/she misses important information and disrupts the instructor and classmates. Teachers will record late arrivals and early departures based on the following guidelines:

Late / Tardy

A student who is more than 10 minutes late for the start of class AND/OR from any break time will be marked as Late.

Early Departure

A student who leaves class more than 10 minutes early will be marked as Left Early.

Half Attendance

A student who attends for only one-half of a class will be indicated as Half attendance for the class that day.

Late/Tardy, early departures, and 1-hour absences affect the total cumulative attendance and are counted as follows:

4 Late/Tardy/Left Early = 1 Absence

2 "Half" marks = 1 absence

Tracking and Notification of Attendance

Daily attendance is taken at the start of class and records presences, absences, late/tardy, early departures, and halves. Instructors enter attendance records for all students at the end of each week. Teachers enter P for present, A for absent, T for late/tardy, H for half course missed.

At the end of each week, a staff member reviews attendance data in the electronic system to identify the number of absences, including late/tardy, early departures, and half absences. This staff member notifies students of poor attendance by sending emails starting at the second week of class. The staff member continues this practice each week of the session. Students who have not attended a minimum of 95% of classes by the end of the second week will be warned of their attendance problem and reminded of Fullstack Academy's Attendance Policy. Each subsequent week throughout the session, the staff member will continue to monitor and notify these students, and any others who are not attending a minimum of 95% of their classes. The purpose of these weekly warnings is to make students aware of their attendance problems and to give them the opportunity to improve their attendance as they continue their studies.

Missed Assignments

If a student is absent, he/she should contact the instructor as soon as possible to find out about the class assignments that were missed; the student cannot risk missing important work and receiving a low grade in the class. It is the student's responsibility to speak with the instructor to find out about missed assignments. After returning from an absence, the student has one week to submit the

assignments. Students who do not finish their missed assignments within that time will receive a zero on those assignments.

Assessments/Projects

A student cannot miss assessments or project assignments during a course. If a student needs to reschedule an assessment or project due date, he/she must have permission from the Academic Director prior to the due date. A student who misses the assessment or final project will receive a zero unless he/she provides documentation of an emergency or circumstance that made it not possible for the student to be present. The student must meet with the Academic Director in order to discuss his/her circumstances and, if permitted, arrange for an alternate time.

Attendance Probation

Attendance is tracked for the full course session and final attendance is recorded in the student's file. If a student is approaching the 95% attendance threshold for the course, he/she will be required to meet with the Academic Director and will be placed on Probation for the next week. The Academic Director will explain the terms of the probation notice, including possible termination if the minimum standard is not met.

Instructors and the Academic Director will be made aware that a student is on probation during the following one-week period. The Academic Director will monitor the student's attendance carefully for improvement and send attendance notifications as described above. The student on probation must maintain a minimum of 95% attendance. If the student fails to improve attendance to meet the minimum standard by the end of the one-week period, he/she will be required to meet with the Academic Director for a review of the student's performance and the terms of probation. At this time, the Director will terminate the student's enrollment and the student will be dismissed unless it is determined that there was an extenuating factor preventing the student from maintaining the 95% minimum. In this case, the dismissal may be appealed, and the student may be reenrolled on continued attendance probation for the next session. During this time, the student must meet the 95% minimum attendance standard and make up the missed coursework or otherwise be dismissed from the Academy.

Appeal of Dismissal

After being notified of dismissal, a student has the opportunity to submit a written appeal to the Academy Director within five (5) business days. In the written appeal, the student must explain mitigating circumstances regarding his/her attendance problems, and provide evidence that those circumstances

have changed and will no longer negatively affect the student's attendance. The Director will review the appeal and notify the student of the appeal decision in writing within two (2) business days.

Student Advising

Fullstack Academy is dedicated to matching its student's interest with employers. Fullstack's placement team works closely with students and alumni to hone their technical interviewing process and professional development through the Fullstack Flight Program. The Flight Program consists of continued career assistance and professional development. The goal of Flight is to ensure students maintain a high standard of preparedness in showcasing their skills to hiring employers.

Fullstack Academy encourages students to attend New York- or Chicago-based technology related meet-ups and hackathons. Additionally, Fullstack Academy hosts several hackathons and hiring events dedicated to bringing together employers and students in an environment that encourages discussion, invites thoughtful dialog, and expands the students' network.

Grievance Policy

Who can file a complaint?

If you are or were a student of a Private Business and Vocational School in Illinois, and you believe that the school or anyone representing the school has acted unlawfully, you have the right to file a complaint with the Illinois Board of Higher Education

How can a complaint be filed by a student or employee?

Any student complaint may be directed to the Director of their Fullstack Academy campus. This complaint must be in writing. Upon receiving written notice, the Director will reach out to the student and set up a meeting within 2 business days. After meeting with the School or Director, the Student with a complaint can expect a decision from the Director within thirty days. A written decision will be sent to the student's address on file.

If the issue is not resolved after following the school's grievance policy, you can file a complaint with the Illinois Board of Higher Education using their Online Complaint System at: <http://complaints.ibhe.org>



Students have a right to submit complaints to the Illinois Board of Higher Education or New York State Education Department, depending on their campus location, without using the school's policy.

Providing personal information is voluntary. However, if you wish to remain anonymous, the Illinois Board of Higher Education will not be able to contact you or address your formal complaint. Anonymous complaints will be reviewed, logged, and counted in Illinois Board of Higher Education reports about institutional complaints.

Where can students get additional information?

Contact the Illinois Board of Higher Education at:

Illinois Board of Higher Education
1 N. Old State Capitol Plaza
Suite 333
Springfield IL
62701-1377
(217) 782-2551

Disclosure Statement

The student should be aware that information in the catalog is subject to change. It is recommended that students considering enrollment check with the School Director to determine if there is any change from the information provided in the catalog.

College Credit Policy

Licensed private career schools, such as Fullstack Academy, offer curricula measured in clock hours, not credit hours. Certificates of Completion are issued to students who meet clock hour requirements. The granting of any college credit to students who participated in and/or completed a program at a licensed private career school is solely at the discretion of the institution that the student may opt to subsequently attend.

Student Conduct

Students are expected to conduct themselves in an adult manner. Students guilty of unruly or unsatisfactory behavior are subject to immediate dismissal.

Students are expected to attend each class for which they are registered, arrive on time, and complete all assigned work and evaluations related to those courses. When students miss class, they miss the valuable daily practice and instruction that supports their career goals. Students who are absent are responsible for all missed class work. All course requirements must be fulfilled, and students are responsible for the entire content of the course.

Every Fullstack Academy student is expected to maintain high standards of academic integrity in completing assigned work and problems, taking examinations, conducting experiments, using hardware and software, and interacting with fellow students. Violations of academic integrity standards, including cheating, plagiarizing, copying another student's work and violating copyrights on printed material or software, are subject to disciplinary actions up to and including dismissal.

Fullstack Academy guarantees that students have the right to access their records, and that Fullstack Academy's policy for releasing information about an individual student is in accordance with the Family Education Rights and Privacy Act. Fullstack ensures the confidentiality of students' records.



Financial Assistance

Fullstack does not participate in state or federal financial aid programs.

Financial Aid & Loans

If a student receives a loan to pay for the educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. Fullstack does not offer institutional loans to its students.

Appendix A: Ownership, Management and Teachers

Board of Directors

Nimit Maru
David Yang

Ownership

The following entities own 10% or more of Fullstack Academy:
Nimit Maru and David Yang

Management

David Yang,
Nimit Maru,
Mogan Subramaniam,

School Director

Yvonne Jackson

Academic Director & Lead Instructor

Zeke Nierenberg

Instructors

Fullstack Academy employs both full-time and part-time faculty. Biographies for all other instructional staff are available at <http://fullstackacademy.com/instructors/>.

Student Signature

I understand that by signing my name below that I have read and understood the entire contents of this document. I understand that the terms and conditions of my continued admittance require me to continually abide by the code of conduct and condition described herein.

Student Signature: _____ Date: _____

Printed Name: _____