

Volume

8

COMPUTERMINDS.COM

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ComputerMinds.Com Course Catalog

INFORMATION TECHNOLOGY TRAINING

112 South Ector Drive

Eules TX 76040

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Training @ComputerMinds.com

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March 2019

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**"Approved and Regulated by the Texas Workforce Commission,
Career Schools and Colleges, Austin, Texas."**

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Dedicated to Bringing You One Step Closer to Computer Mastery and Excellence

ComputerMinds.com is an approved career school under Texas Workforce Commission Career Schools and Colleges program (formerly Proprietary Schools) and has operated under the TWC school requirements since April 2003. As an independently operated family owned business ComputerMinds.com has established partnerships with industry leading Information technology training companies, and certification providers.

Texas Workforce Commission Approved Career School

Veteran Administration Chapter 31 approved training facility

Microsoft Certified Partner for Learning Solutions (CPLS)

CompTIA Authorized Training Partner

Cisco Registered Reseller

VUE Authorized Testing Center

Prometric Authorized Testing Center

Kryterion Approved Testing Center

Pan Authorized Testing Center

Western Governors University Testing Center

Our Staff

Prabath S. Boteju- Director, MCP

Piyuma Boteju – School Representative

Michael Wilson – School Representative

Dr. Orlando Dumas – School Representative

Ashley Bell – MBA, Quick Books, Microsoft MOS, ITIL, Agile Scrum, CAPM Instructor

Dr. Thomas Bell III, PhD, CISA, ITIL, Agile Scrum PMP – Director Designee, Instructor

Indika S. Boteju – MCSE+I, MCT, A+, CCNA Instructor,

Ema Colon - School Representative – Microsoft Office Expert, Instructor, Test Proctor

Victor Colon – CompTIA A+, Network+, Security+, Server+, Cisco CCNA, CCNA Security, CCDA, CEH, Agile Scrum - Instructor

Christopher Jones – CompTIA A+, Network+, Security+, CASP, CSA+ Cisco CCNA, CCNP, MCSE, MCT, CEH, CISSP - Instructor

Brett Nicholas – Cisco CCNA, CompTIA A+, N+ Instructor

Larry Simpson – CompTIA A+, Network+, Security+ Server+, Cisco CCNA - Instructor

Samuel J. Talavera Jr. – CompTIA Network+, Security+, Cisco CCNA, CCNA Security, CCDA, CCNP, CEH ITIL - Instructor

Robert T. Vaughn – Microsoft MCSE, CEH, Cisco CCNA, CCNP- Instructor

Mary Myers- Devlugt, MCDBA, MCT, MCITP – Instructor

Business Hours

Monday thru Friday	8:00 AM – 5:00 PM
Classroom Hours:	
Day	8:00 AM - 5:00 PM
Day Breaks	8:55 AM to 9:05AM - 10 Minutes 10:00 AM to 10:05AM - 5 Minutes 11:00AM to 11:05AM -5 Minutes
Lunch	12:00PM -1:00PM 1:55 PM to 2:05PM – 10 Minutes 3:00 PM to 3:05PM – 5 Minutes 4:00 PM to 4:05PM – 5 Minutes
Classroom Hours:	
Evening	6:00 PM - 10:00 PM
Evening Breaks	6:55 PM to 7:00 PM – 5 Minutes 7:55 PM to 8:00 PM – 5 Minutes 8:55 PM to 9:00 PM- 5 Minutes

Seminar Clock hour length – One clock hour is a minimum of 50 minutes of instruction out of a 60-minute period.

School Holidays

New Year's Day
Birthday of Martin Luther King, Jr.
Washington's Birthday
Memorial Day
Independence Day
Labor Day
Columbus Day
Veterans Day
Thanksgiving Day
Christmas Day

School Rules (Conduct Policy)

Any form of the following will not be tolerated; harassment of fellow students, damage to school property, profanity, fighting, use of tobacco, carrying fire arms, failure to follow teacher's orders and any deviant behavior that might cause injury to the student himself or to others.

Enrollment Procedure

Enrollments for CMC classes are available during normal business hours. Prospective students should complete the registration at least 3 days prior to the scheduled starting date to ensure a seat in the class.

CMC recommends auditing of classes prior to enrollment. Auditing sessions are no obligation & free of charge. Prospective students must call & make arrangement with the admission staff for auditing sessions.

Prior to enrollment, prospective students must familiarize themselves with the training course outlines, schedule of tuition fees, other charges such as examination fees, refund policies, regulations pertaining to attendance and rules of operation. (Please complete and return the forms listed in catalog.)

Prospective students will not be denied admission on the basis of race, religion, color, national origin, sex, handicap, age or veteran status.

Attendance Policy

Students are required to attend class every day and to follow in class study guide parameters, successfully completing all assigned projects as directed by their instructor. Instructors will maintain a daily attendance sheet for record keeping purposes. Students must complete the required course hours to receive completion certificates.

- Students may make up missed clock hours and assignments by attending a subsequent class within 90 days.

Students will be terminated when they accumulate the lesser of the following amounts of absences:

- 1) More than 10 consecutive school days
- 2) More than 25% of the total course time of the seminar

Tuition Installment Payment Plan

The installment payment plan enables students to pay the tuition portion of the course cost in easy payments. Tuition payment plan option allows the students make easy payments on tuition portion of the course, the cost of books, supplies and exam fees must be paid in full at the time of purchase. Contact student enrollment to get detail information on tuition payment plan for the specific course. Computerminds.com tuition payment plan requires the following

Down payment – Monthly payments through Bank savings or Checking Account,

Sign Bank ACH agreement or monthly credit card payment agreement

Driver's License

No credit check is required.

Refund Policies

Refund Policies for Seminars

1. Refund computations will be based on the period of enrollment computed on basis of course time (contact hours).
2. The effective date of termination for refund purposes will be the earliest of the following:
 - a) the last date of attendance; or
 - (b) the date of receipt of written notice from the student.
3. If tuition and fees are collected in advance of entrance, and the student does not enter school, not more than \$100 shall be retained by the school.
4. If the student fails to enter the seminar, withdraws, or is discontinued at any time before completion of the seminar, the student will be refunded the pro rata portion of tuition, fees, and other charges that the number of class hours remaining in the seminar after the effective date of termination bears to the total number of class hours in the seminar.
5. A full refund of all tuition and fees is due in each of the following cases:
 - (a) an enrollee is not accepted by the school;
 - (b) if the seminar of instruction is discontinued by the school and thus prevents the student from completing the seminar; or
 - (c) if the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or misrepresentations by the owner or representatives of the school.
6. Refund Policy for Students Called to Active Military Service

A student of the school or college who withdraws from the school or college as a result of the student being called to active duty in a military service of the United States or the Texas National Guard may elect one of the following options for each program in which the student is enrolled:

- (a) if tuition and fees are collected in advance of the withdrawal, a pro rata refund of any tuition, fees, or other charges paid by the student for the program and a cancellation of any unpaid tuition, fees, or other charges owed by the student for the portion of the program the student does not complete following withdrawal;
- (b) a grade of incomplete with the designation "withdrawn-military" for the courses in the program, other than courses for which the student has previously received a grade on the student's transcript, and the right to re-enroll in the program, or a substantially equivalent program if that program is no longer available, not later than the first anniversary of the date the student is discharged from active military duty without payment of additional tuition, fees, or other charges for the program other than any previously unpaid balance of the original tuition, fees, and charges for books for the program; or
- (c) the assignment of an appropriate final grade or credit for the courses in the program, but only if the instructor or instructors of the program determine that the student has:

- (1) satisfactorily completed at least 90 percent of the required coursework for the program; and
- (2) demonstrated sufficient mastery of the program material to receive credit for completing the program.

8. Refunds will be totally consummated within 60 days after the effective date of termination. All refunds are made through ComputerMinds.com, Inc company checks. No cash refunds will be provided.

ASYNCHRONOUS DISTANCE EDUCATION COURSES

REFUND POLICY

1. Refund computations will be based on the number of lessons in the program.
2. The effective date of termination for refund purposes will be the earliest of the following:
 - a) the date of notification to the student if the student is terminated;
 - b) the date of receipt of written notice from the student; or
 - c) the end of the third calendar month following the month in which the student's last lesson assignment was received unless notification has been received from the student that he wishes to remain enrolled.
3. If tuition and fees are collected before any lessons have been completed, and if, after expiration of the 72-hour cancellation privilege, the student fails to begin the program, not more than \$50 shall be retained by the school.
4. If the student who enters an asynchronous distance education course terminates or withdraws after the expiration of the 72-hour cancellation privilege, the school may retain \$50 of the tuition and fees and the minimum refund policy must provide that the student will be refunded the pro rata portion of the remaining tuition, fees, and other charges that the number of lessons completed and serviced by the school or college bears to the total number of lessons in the program.
5. A full refund of all tuition and fees is due in each of the following cases:
 - a) an enrollee is not accepted by the school
 - b) the program of instruction is discontinued by the school, and this prevents the student from completing the program; or
 - c) the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or misrepresentations by the owner or representatives of the school.

6. Refund Policy for Students Called to Active Military Service

A student of the school or college who withdraws from the school or college as a result of the student being called to active duty in a military service of the United States or the Texas National Guard may elect one of the following options for each program in which the student is enrolled:

a) if tuition and fees are collected in advance of the withdrawal, a pro rata refund of any tuition, fees, or other charges paid by the student for the program and a cancellation of any unpaid tuition, fees, or other charges owed by the student for the portion of the program the student does not complete following withdrawal;

b) a grade of incomplete with the designation "withdrawn-military" for the courses in the program, other than courses for which the student has previously received a grade on the student's transcript, and the right to re-enroll in the program, or a substantially equivalent program if that program is no longer available, not later than the first anniversary of the date the student is discharged from active military duty without payment of additional tuition, fees, or other charges for the program other than any previously unpaid balance of the original tuition, fees, and charges for books for the program; or

c) the assignment of an appropriate final grade or credit for the courses in the program, but only if the instructor or instructors of the program determine that the student has:


- 1) satisfactorily completed at least 90 percent of the required coursework for the program;
- and
- 2) demonstrated sufficient mastery of the program material to receive credit for completing the program.

7. Refunds will be totally consummated within 60 days after the effective date of termination. All refunds are made through ComputerMinds.com, Inc. company checks. No cash refunds will be provided.

"Approved and Regulated by the Texas Workforce Commission, Career Schools and Colleges, Austin, Texas."

ComputerMinds.com owner and Director Statement

"The information contained in this brochure is true and correct to the best of my knowledge."

X 
Prabath S. Boteju
Director of School

Contact

Office 817-858-9670

Fax 817-358-1242

Email s1776director@computerminds.com

Open Door Policy

Computerminds.com management maintains an open door policy to handle your concerns and complaints. If you have any concerns about the training Course/Seminar, quality of instruction, equipment, facility conditions please feel free to meet with the Director of School.

Direct Unresolved Grievances to:

Texas Workforce Commission
Career Schools and Colleges
101 E. 15th Street, Room 226T.
Austin, Texas 78778-0001
512-936-3100

NOTICE
STUDENT COMPLAINT POLICY

Dear Students:

This school has a Certificate of Approval from the Texas Workforce Commission (TWC).
The TWC-assigned school number is: **S1776**

The school's programs are approved by TWC.

Students must address their concerns about this school or any of its educational programs by following the grievance process outlined in the school's catalog.

Students dissatisfied with this school's response to their complaint or who are not able to file a complaint with the school, can file a formal complaint with TWC, as well as with other relevant agencies or accreditors, if applicable.

Information on filing a complaint with TWC can be found on TWC's Career Schools and Colleges Website at <http://csc.twc.state.tx.us/>.

Career Schools and Colleges
101 East 15th Street
Austin, TX 78778-0001
Office Phone Number: 512-936-3100
Office FAX Number: 512-936-3111

ComputerMinds.com, 112 South Ector Dr. Euless TX 76040
www.computerminds.com
817-858-9670

List of Seminars and Pricing

Course Description	Length	Price
CompTIA A+ Beginner Training (Extended)	80 CLS	\$3995.00
CompTIA Network+ Training (Extended)	80 CLS	\$3995.00
CompTIA Security+ Training	40 CLS	\$3595.00
CompTIA Server + Training	40 CLS	\$3295.00
Linux Administrator Training	60 CLS	\$4495.00
CompTIA Advanced Security Professional	40 CLS	\$3995.00
Cisco Certified Network Associate (CCNA) Extended Training	80 CLS	\$4495.00
Cisco Routing Professional	40 CLS	\$3995.00
Cisco Switching Professional	40 CLS	\$3995.00
Cisco Troubleshooting Professional	40 CLS	\$3995.00
Cisco Support Technician Certification Training	40 CLS	\$2495.00
Cisco Security Certification Training	40 CLS	\$3995.00
Microsoft Administrator Training	80 CLS	\$7200.00
Microsoft Windows 10 Training	80 CLS	\$6495.00
Cloud Administrator Training (Basic)	140 CLS	\$8395.00
Information Systems Security Professional	40 CLS	\$4995.00
Basic Microsoft Office Specialist Certification Training	40 CLS	\$1800.00
Advanced Microsoft Office Specialist Certification Training	40 CLS	\$1800.00
ITIL Foundations Certification Exam	24 CLS	\$2495.00
Agile Scrum Training	24 CLS	\$2495.00
Lean Six Sigma Training	24 CLS	\$2495.00
COBIT 5 Training	24 CLS	\$2495.00
Project Management Training	40 CLS	\$4595.00
Advanced Network Professional Training	160 CLS	\$9995.00
Computer Systems Administrator Training	160 CLS	\$9995.00
Cybersecurity Professional Training	124 CLS	\$9995.00
Database Administrator Training	144 CLS	\$9995.00
Desktop Support Technician Training	160 CLS	\$8395.00
Healthcare Office Manager Training	112 CLS	\$5945.00
IT Project Management Training	136 CLS	\$9795.00
Network Support Technician Training	168 CLS	\$8995.00
Picture Archiving Communications Administrator (PACS)	180 CLS	\$8895.00
Cybersecurity Incident Handler Training	120 CLS	\$9595.00
Computer Hacking Forensics Training	80 CLS	\$8495.00
Bank Information Technology Training	148 CLS	\$8795.00
Supply Chain Management Training	148 CLS	\$8795.00
Network Support Technician - Entry	160 CLS	\$5495.00
Cloud Technician Training	128 CLS	\$4595.00
Computer User Support Specialist - Level I	160 CLS	\$4695.00
Computer User Support Specialist - Level II	120 CLS	\$4995.00

Database & Business Analyst Program	160 CLS	\$11995.00
Cybersecurity Specialist Program	168 CLS	\$11835.00
Cybersecurity Administrator Program	150 CLS	\$11995.00
Network Administrator Program	220 CLS	\$11995.00
Project Management Program	160 CLS	\$11945.00
Logistics & Supply Chain Management Program	156 CLS	\$11945.00

CompTIA A+ Beginner Training (Extended)

Admissions requirements: At least 6 months of verifiable work experience with Microsoft Windows Operating Systems.

Objective: To prepare participants for the CompTIA A+ certification exams

Completion Time: 80 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
PC Hardware - Given a scenario, configure settings and use BIOS/UEFI tools on a PC. Explain the importance of motherboard components, their purposes, and properties. Compare and contrast various RAM types and their features. Install and configure PC expansion cards. Install and configure storage devices and use appropriate media.	14
Networking - Identify the various types of network cables and connectors. Compare and contrast the characteristics of connectors and cabling. Explain the properties and characteristics of TCP/IP. Explain common TCP and UDP ports, protocols, and their purpose.	09
Mobile Devices - Install and configure laptop hardware and components. Explain the function of components within the display of a laptop.	09
Hardware & Network Troubleshooting - Given a scenario, troubleshoot common problems related to motherboards, RAM, CPU and power with appropriate tools.	08
Windows Operating Systems - Compare and contrast various features and requirements of Microsoft Operating Systems (Windows Vista, Windows 7, Windows 8, Windows 8.1). Given a scenario, install and configure Windows networking on a client/desktop.	08
Other Operating Systems & Technologies - Identify common features and functionality of the Mac OS and Linux operating systems. Summarize methods and data related to mobile device synchronization. Install and configure basic mobile device network connectivity and email.	08
Security - Identify common security threats and vulnerabilities. Given a scenario, deploy and enforce best security practices to secure a workstation. Compare and contrast differences of basic Windows OS security settings.	08
Software Troubleshooting - Given a scenario, troubleshoot PC operating system problems with appropriate tools. Given a scenario, troubleshoot common PC security issues with appropriate tools and best practices. Given a scenario, troubleshoot common mobile OS and application issues with appropriate tools.	08
Operational Procedures - Given a scenario, use appropriate safety procedures. Demonstrate proper communication techniques and professionalism. Summarize the process of addressing prohibited content/activity. Explain privacy, licensing, and policy concepts. Given a scenario, explain the troubleshooting theory.	08

Registration	\$100.00
Tuition	\$2495.00
Books & Supplies	\$300.00
Other – Certification exam	\$1100.00
Total	\$3995.00

Books & Supplies

CompTIA A+ Complete Review Guide: 2017 Mark Edwards Soper

CompTIA Network+ Training (Extended)

Admissions requirements: At least 6 months of verifiable work experience Computer Networking support in a business environment.

Objective: To prepare participants for the CompTIA Network+ exam

Completion Time: 80 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
1.0 Network architecture - Explain the functions and applications of various network devices. Compare and contrast the use of networking services and applications. Install and configure the following networking services/applications. Explain the characteristics and benefits of various WAN technologies. Install and properly terminate various cable types and connectors using appropriate tools. Differentiate between common network topologies. Differentiate between network infrastructure implementations.	16.0
2.0 Network Operations - Given a scenario, use appropriate monitoring tools. Given a scenario, analyze metrics and reports from monitoring and tracking performance tools. Given a scenario, use appropriate resources to support configuration management. Explain the importance of implementing network segmentation.	16.0
3.0 Network security - Compare and contrast risk related concepts. Compare and contrast common network vulnerabilities and threats. Given a scenario, implement network hardening techniques. Compare and contrast physical security controls. Given a scenario, install and configure a basic firewall. Explain the purpose of various network access control models.	16.0
4.0 Troubleshooting - Given a scenario, implement the following network troubleshooting methodology. Given a scenario, analyze and interpret the output of troubleshooting tools. Given a scenario, troubleshoot and resolve common wireless issues. Given a scenario, troubleshoot and resolve common copper cable issues. Given a scenario, troubleshoot and resolve common fiber cable issues. Given a scenario, troubleshoot and resolve common network issues. Given a scenario, troubleshoot and resolve common security issues. Given a scenario, troubleshoot and resolve common WAN issues.	16.0
5.0 Industry Standards, Practices, and Network Theory - Analyze a scenario and determine the corresponding OSI layer. Explain the basics of network theory and concepts. Given a scenario, deploy the appropriate wireless standard. Given a scenario, deploy the appropriate wired connectivity standard.	16.0

Registration \$100.00

Tuition \$2695.00

Books & Supplies \$300.00

Other – Certification exam \$900.00

Total \$3995.00

Books & Supplies

CompTIA Network+ Complete Review Guide: 2018 Anthony Sequeria

CompTIA Security+ Training

Admissions requirements: At least 6 months of verifiable work experience in Computer Network Administration in a business environment or hold Microsoft MTA in Networking certification.

Objective: To prepare participants for the CompTIA Security + Exam

Completion Time: 40 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
1.0 Network Security - Implement security configuration parameters on network devices and other technologies. Given a scenario, use secure network administration principles. Explain network design elements and components. Given a scenario, implement common protocols and services. Given a scenario, troubleshoot security issues related to wireless networking.	8.0
2.0 Compliance and Operational Security - Explain the importance of risk related concepts. Summarize the security implications of integrating systems and data with third parties. Given a scenario, implement appropriate risk mitigation strategies. Given a scenario, implement basic forensic procedures. Summarize common incident response procedures. Explain the importance of security related awareness and training. Compare and contrast physical security and environmental controls. Summarize risk management best practices. Given a scenario, select the appropriate control to meet the goals of security.	7.0
3.0 Threats and Vulnerabilities - Explain types of malware. Summarize various types of attacks. Summarize social engineering attacks and the associated effectiveness with each attack. Explain types of wireless attacks. Explain types of application attacks. Analyze a scenario and select the appropriate type of mitigation and deterrent techniques. Given a scenario, use appropriate tools and techniques to discover security threats and vulnerabilities. Explain the proper use of penetration testing versus vulnerability scanning.	8.0
4.0 Application, Data and Host Security - Explain the importance of application security controls and techniques. Summarize mobile security concepts and technologies. Given a scenario, select the appropriate solution to establish host security. Implement the appropriate controls to ensure data security, Compare and contrast alternative methods to mitigate security risks in static Environments.	6.0
5.0 Access Control and Identity Management - Compare and contrast the function and purpose of authentication services. Given a scenario, select the appropriate authentication, authorization or access control. Install and configure security controls when performing account management.	6.0
6.0 Cryptography - Given a scenario, utilize general cryptography concepts. Given a scenario, use appropriate cryptographic methods. Given a scenario, use appropriate PKI, certificate management, and associated components.	5.0

Registration \$100.00

Tuition \$2545.00

Books & Supplies \$300.00

Other – Certification exam \$650.00

Total \$3595.00

Books & Supplies

CompTIA Security+: Get Certified Get Ahead Study Guide, 2017 Darril Gibson

CompTIA Server + Training

Admissions requirements: At least 6 months of verifiable work experience in Server and Desktop environments

Objective: To prepare participants for the CompTIA Server+ certification exam.

Completion Time: 40 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Introduction to Servers – Identifying : Server hardware, Parts of computer subsystems, Components of the system processing core, Drive types and implementations, Components and features of the communications subsystem, UPS types, Server-specific components found in other subsystems, Network operating systems and other software.	06
Installing Servers - Planning for server installation. Discussing the planning process. Adding server hardware. Installing server hardware. Discussing Rackmount servers and physical installation. Verifying the installation and verifying the hardware installation. Checking and Upgrading BIOS and Firmware Levels. Checking the BIOS level. Configuring RAID. Configuring hardware RAID. Installing network operating systems and others.	06
Configuring Servers - Checking and upgrading BIOS and firmware levels, the BIOS level, Configuring RAID, Configuring hardware RAID, Installing network operating systems and other software, Testing the server installation, Configuring external peripheral devices, Installing system monitoring agents and service tools, Documenting the server.	06
Maintaining Servers - Backing up server data, Baselineing servers and monitoring server performance, Setting SNMP thresholds, Discussing SNMP, Keeping the server clean, Discussing physical maintenance of servers, Verifying hardware, Establishing remote notification, Setting up and verifying remote notification.	05
Upgrading Server Components- Creating and using upgrade check lists, Discussing upgrade check lists, Adding and replacing hardware, Upgrading server software, Installing NOS updates, Updating drivers.	05
Exploring Environmental Issues Surrounding Servers - Evaluating the physical security of servers, the physical security of servers, and the server room environment.	04
Troubleshooting Servers - Reviewing troubleshooting concepts, Discussing troubleshooting precautions, Analyzing the problem and its cause, Discussing server troubleshooting.	04
Exploring Disaster Recovery Concepts and Techniques - Ensuring redundancy and availability, Discussing fault-tolerance and backups, Discussing backup strategies, Creating a disaster recovery plan, Discussing professional data-recovery services.	04

Registration	\$100.00
Tuition	\$2295.00
Books & Supplies	\$300.00
Other – Certification exam	\$600.00
Total	\$3295.00
Books & Supplies	
CompTIA Server+ Study Guide: 2016 by Troy McMillan	

Linux Training

Admissions requirements: At least 6 months of verifiable work experience in Server and Desktop environments

Objective: To prepare participants for the Linux certification exams

Completion Time: 60 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Familiarizing Yourself with Linux	03
Managing User and Group Accounts	04
Managing Partitions and the Linux File System	04
Managing Files in Linux	04
Working with Linux Permissions and Ownership	03
Printing Files	03
Managing Packages	04
Essential System Services Managing Kernel Services	04
Working with the Bash Shell and Shell Scripts	03
Managing Jobs and Processes	03
Managing System Services	04
Configuring Network Services	03
Configuring Basic Internet Services	03
Securing Linux	04
Managing Hardware	02
Troubleshooting Linux Systems	03
Installing Linux	03
Configuring the GUI	03

Registration \$100.00

Tuition \$3445.00

Books & Supplies \$300.00

Other – Certification exam \$650.00

Total \$4495.00

Books & Supplies

CompTIA Linux+ Powered by Linux Professional Institute Study Guide: Exam

CompTIA Linux + Study Guide, 2015 Christine Bresnahan (Author), Richard Blum

CompTIA Advanced Security Professional

Admissions requirements: At least 24 months of verifiable work experience in Computer Network Administration in a business environment or hold a current CompTIA Security+ certification.

Objective: To Prepare candidates for CompTIA Advanced Security Professional (CASP) exam

Completion Time: 40 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
1.0 Enterprise Security - Given a scenario, select appropriate cryptographic concepts and techniques. Explain the security implications associated with enterprise storage. Given a scenario, analyze network and security components, concepts, and architectures. Given a scenario, select and troubleshoot security controls for hosts. Differentiate application vulnerabilities and select appropriate security controls.	12
2.0 Risk Management and Incident Response - Interpret business and industry influences and Explain associated security risks. Given a scenario, execute risk mitigation planning, strategies, and controls. Compare and contrast security, privacy policies and procedures based on organizational requirements. Given a scenario, conduct incident response and recovery procedures.	8.0
3.0 Research and Analysis - Apply research methods to determine industry trends and impact to the enterprise. Analyze scenarios to secure the enterprise. Given a scenario, select methods or tools appropriate to conduct an assessment and analyze results.	8.0
4.0 Integration of computing, communications and Business Disciplines - Given a scenario, facilitate collaboration across diverse business units to achieve security goals. Given a scenario, select the appropriate control to secure communications and collaboration solutions. Implement security activities across the technology life cycle.	6.0
5.0 Technical Integration of Enterprise Components - Given a scenario, integrate hosts, storage, networks, and applications into a secure enterprise architecture. Given a scenario, integrate advanced authentication and authorization technologies to support enterprise objectives.	6.0

Registration	\$100.00
Tuition	\$2645.00
Books & Supplies	\$400.00
Other – Certification exam	\$850.00
Total	\$3995.00
Books & Supplies	

CompTIA Advanced Security Practitioner (CASP) Cert Guide 2018, Robin Abernathy and Troy McMillan

Cisco Certified Network Associate (CCNA) Extended Training

Admissions requirements: Basic Computer Skills.

Objective: To prepare participants for the Cisco Certified Network Associate – ICND1 exam and ICND2 exam

Completion Time: 80 hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Network Fundamentals	08
LAN Switching Fundamentals	10
Routing Fundamentals	10
Infrastructure Services	06
Infrastructure Maintenance	06
LAN Switching Technologies	10
Routing Technologies	12
WAN Technologies	06
Infrastructure Services - Advanced	06
Infrastructure Maintenance - Advanced	06

Registration	\$100.00
Tuition	\$3295.00
Books & Supplies	\$400.00
Other – Certification exam	\$700.00
Total	\$4495.00

Books & Supplies

CCNA Routing and Switching Official Cert Guide Library Hardcover, 2017 Wendell Odom

CCNA Routing and Switching Portable Command Guide, 2016 Scott Empson

Cisco Practice exams

Cisco Routing Professional

Admissions requirements: Cisco CCNA certification

Objective: To prepare participants for Cisco Routing Professional exam

Completion Time: 40 hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Network Principles - Identify Cisco Express Forwarding concepts. Explain general network challenges. Describe IP operations. Explain TCP operations and UDP operations, Recognize proposed changes to the network.	4.0
Layer 2 Technologies - Configure and verify PPP, Authentication (PAP, CHAP), PPPoE (client side only), Explain Frame Relay Operations, Point-to-point, and Multipoint.	4.0
Layer 3 Technologies - Identify, configure, and verify IPv4 addressing and subnetting, Address types (Unicast, broadcast, multicast, and VLSM) , ARP, DHCP relay and server, DHCP protocol operations, Identify IPv6 addressing and subnetting , Unicast , EUI-64, ND, RS/RA , Autoconfig (SLAAC), DHCP relay and server, DHCP protocol operations , Configure and verify following - static routing, default routing, Evaluate routing protocol types, Distance vector , Link state, VRF lite, Configure and verify filtering with any protocol, redistribution between any routing protocols or routing sources, manual and autosummarization with any routing protocol, policy-based routing, Identify suboptimal routing, Explain ROUTE maps, loop prevention mechanisms, RIPv2, Describe RIPng, Describe EIGRP packet types, EIGRP neighbor relationship and authentication, EIGRP stubs, EIGRP load balancing, Describe and optimize EIGRP metrics, EIGRP for IPv6, Describe OSPF packet types, OSPF neighbor relationship and authentication, network types, area types, and router types, OSPF path preference, OSPF operations, OSPF for IPv6, Describe, configure, and verify BGP peer relationships and authentication , eBGP (IPv4 and IPv6 address families), Explain BGP attributes and best-path selection	16
VPN Technologies - Configure and verify GRE. Describe DMVPN (single hub). Describe Easy Virtual Networking (EVN).	4.0
Infrastructure Security - Describe IOS AAA using local database. Describe device security using IOS AAA with TACACS+ and RADIUS, and AAA with TACACS+ and RADIUS. Local privilege authorization fallback. Configure and verify device access control. Lines (VTY, AUX, console). Management plane protection and password encryption. Configure and verify router security features.	4.0
Infrastructure Services - Configure and verify device management. Configure and verify SNMP. Configure and verify logging. Configure and verify Network Time Protocol (NTP). Configure and verify IPv4 and IPv6 DHCP. Configure and verify IPv4 Network Address Translation (NAT). Describe IPv6 NAT. Describe SLA architecture. Configure and verify IP SLA. Configure and verify tracking objects. Configure and verify Cisco NetFlow.	8.0

Registration	\$100.00
Tuition	\$3095.00
Books & Supplies	\$350.00
Other – Certification exam	\$450.00
Total	\$3995.00

Books & Supplies

CCNP ROUTE Study Guide, 2017 Wendell Odom

Cisco Practice exam

Cisco Switching Professional

Admissions requirements: Cisco CCNA certification

Objective: To prepare participants for the Cisco Switching professional exam

Completion Time: 40 hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Layer 2 Technologies - Configure and verify switch administration. Configure and verify Layer 2 protocols. Configure and verify VLANs. Configure and verify trunking. Configure and verify Ether Channels. Configure and verify spanning tree. Configure and verify other LAN switching technologies. Describe chassis virtualization and aggregation technologies.	24
Infrastructure Security - Configure and verify switch security features, DHCP snooping, IP Source Guard, Dynamic ARP inspection, Port security, Private VLAN, and Storm control. Describe device security using Cisco IOS AAA with TACACS+ and RADIUS, & AAA with TACACS+ and RADIUS. Local privilege authorization fallback.	10
Infrastructure Services Configure and verify first-hop redundancy protocols HSRP VRRP GLBP	6.0

Registration	\$100.00
Tuition	\$3095.00
Books & Supplies	\$350.00
Other – Certification exam	\$450.00
Total	\$3995.00

Books & Supplies

CCNP SWITCH, Study Guide, 2017 Wendell Odom

Cisco Practice exam

Cisco Troubleshooting Professional

Admissions requirements: Cisco CCNA certification

Objective: To prepare participants for Cisco Troubleshooting professional exam

Completion Time: 40 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Network Principles - Use Cisco IOS troubleshooting tools. Apply troubleshooting methodologies.	2.0
Layer 2 Technologies - Troubleshoot switch administration. Troubleshoot Layer 2 protocols. Troubleshoot VLAN's. Troubleshoot trunking. Troubleshoot EtherChannels. Troubleshoot spanning tree. Troubleshoot other LAN switching technologies. Troubleshoot chassis virtualization and aggregation technologies.	16
Layer 3 Technologies – Troubleshoot following : IPv4 addressing and subnetting, IPv6 addressing and subnetting, Static routing, Default routing, Administrative distance, passive interfaces, VRF lite, filtering with any protocol, Between any routing protocols or routing sources , manual and autosummarization with any routing protocol, policy-based routing, suboptimal routing , loop prevention mechanisms , Troubleshoot RIPv2 , EIGRP neighbor relationship and authentication, loop free path selection, EIGRP operations , EIGRP stubs, EIGRP load balancing, EIGRP metrics, EIGRP for IPv6, OSPF neighbor relationship and authentication, network types, area types, and router types, OSPF path preference, OSPF operations OSPF for IPv6, BGP peer relationships and authentication, and eBGP.	16
VPN Technologies - Troubleshoot GRE.	2.0
Infrastructure Security - Troubleshoot IOS AAA using local database. Troubleshoot device access control. Troubleshoot router security features.	2.0
Infrastructure Services - Troubleshoot device management. Troubleshoot SNMP. Troubleshoot logging. Troubleshoot Network Time Protocol (NTP). Troubleshoot IPv4 and IPv6 DHCP. Troubleshoot IPv4 Network Address Translation (NAT). Troubleshoot SLA architecture. Troubleshoot tracking objects.	2.0

Registration	\$100.00
Tuition	\$3095.00
Books & Supplies	\$350.00
Other – Certification exam	\$400.00
Total	\$3995.00

Books & Supplies

CCNP Routing and Switching TSHOOT Study Guide, 2017 Wendell Odom

Cisco Support Technician Certification Training

Admissions requirements: Basic Networking experience – 6 months or more

Objective: To Prepare participants for the Cisco Certified Technician Exam

Completion Time: 40 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Identify Cisco Equipment and Related Hardware Identify the interfaces on Cisco equipment including the Cisco Catalyst 6500, 4500, 3560, 3750 and 2975 & 2960 Series switches and Cisco 2800, 2900, 3800, 3900, 7200, 7300, 7600 Series. Integrated Service routers. Identify the cabling on Cisco equipment. Identify Cisco products by logo marking and model number (including, but not limited to, locations on chassis, line card, module, or adapter). Identify and describe the commonly used components. Describe the hardware memory common terms and use in Cisco routers and switches.	10
Describe Cisco IOS Software Operation Describe the different operating modes for Cisco CatOS/IOS Software. Navigate between the different operating modes listed. Determine the current mode of the device. Copy and paste a configuration file from/to a router or switch. Know how to use and interpret the basic Cisco IOS Software commands. Describe where to find the configuration register parameter and how to change it. Identify a configuration file from a Cisco device. Perform software upgrade or downgrade using TFTP, xmodem, tftpdnld, flash memory, memory card reader or USB. Perform password recovery on a Cisco device.	10
General Networking Knowledge Describe in general terms the basic functionality and key differences for the following hardware: LAN switch, router, modem, and wireless access points. Describe what an IP address and subnet is. Differentiate between these Layer 2 technologies Ethernet, Fast Ethernet, Gigabit Ethernet, Serial, ATM, ISDN, DSL, Optical, and so on. Describe what FTP does. Describe what TFTP does. Describe what a CSU/DSU does (such as, loop back processes and so on). Describe Telco termination point (such as, demark, and so on). Describe what Telnet and SSH does. Describe what ping does. Use the OSI and TCP/IP models and their associated protocols to explain how data flows in a network. Identify and correct common network problems at Layers 1 and 2.	10
Service-related Knowledge Locate and use a text editor (such as Notepad). Locate and use Terminal Emulation. Locate and use the Window command prompt. Configure networks settings for Ethernet port on laptop (IP address, subnet mask and default gateway) and establish a connection with Ethernet ports on Cisco equipment. Make a physical connection from laptop to Cisco console port. Connect, configure, and verify operation status of a device interface. Make a physical Ethernet connection from laptop to Cisco device. Ethernet port using correct cable. Use modem to connect to Cisco console port and phone line. Configure the correct DIP switch settings on the modem (or other appropriate settings). Identify the different loop-back plugs. Identify null modem cable and application. Configure and use TFTP server (such as, TFTP d32). Use the hardware tools needed for repair.	10

Registration	\$100.00
Tuition	\$1695.00
Books & Supplies	\$300.00
Other – Certification exam	\$400.00
Total	\$2495.00
Books & Supplies	Cisco Quick Reference Guide

Cisco Security Certification Training

Admissions requirements: Cisco CCNA **Security** Certification

Objective: To Prepare participants for the Cisco **CCNA** Security Certification Exam

Completion Time: 40 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Security Concepts - Common security principles, Common security threats, Cryptography concepts, and Describe network topologies.	06
Secure Access - Secure management, AAA concepts, 802.1X authentication, and BYOD.	06
VPN - VPN concepts, Remote access VPN, Site-to-site VPN, Securing routing protocols, Securing the control plane, Common Layer 2 attacks, VLAN security	08
Secure Routing and Switching - Security on Cisco routers, Securing routing protocols Securing the control plane, Common Layer 2 attacks, Mitigation procedures and VLAN security.	
Cisco Firewall Technologies - Describe operational strengths and weaknesses of the different firewall technologies. Compare stateful vs. stateless firewalls. Implement NAT on Cisco ASA 9.x. Implement zone-based firewall. Firewall features on the Cisco Adaptive Security Appliance (ASA) 9.x.	08
IPS - Describe IPS deployment considerations. Describe IPS technologies.	06
Content and Endpoint Security - Describe mitigation technology for email-based threats. Describe mitigation technology for web-based threats. Describe mitigation technology for endpoint threats.	06

Registration	\$100.00
Tuition	\$2895.00
Books & Supplies	\$400.00
Other – Certification exam	\$600.00
Total	\$3995.00

Books & Supplies

CCNA Security Official Cert Guide, 2015 Omar Santos and John Stuppi

CCNA Security Portable Command Guide, 2016 Bob Vachon

Microsoft Administrator Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone);
2. Submit evidence of 12 months work experience in Computer Systems Support Technician – submit a resume with reference.

Objective: To prepare participants for Microsoft MCSA certification

Completion Time: 80 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Enabling and Managing Office 365	Clock Hours
Provision Office 365	08
Plan and implement networking and security in Office 365	08
Manage cloud identities	08
Implement and manage identities by using Azure AD Connect	08
Monitor and troubleshoot Office 365 availability and usage	08
Enabling and Managing Office 365	
Manage clients and end-user devices	05
Manage user-driven client deployments	05
Provision SharePoint Online site collections	05
Configure external user sharing	05
Configure Exchange Online and Skype for Business Online for end users	05
Configure additional email addresses for users	05
Plan for Exchange Online and Skype for Business Online	05
Manage antimalware and anti-spam policies	05

Tuition & Fees

Registration	\$100.00
Tuition	\$6000.00
Books & Supplies	\$600.00
Certification exams - Microsoft Exam Ref 70-346 and Microsoft Exam Ref 70-347	\$500.00
Total	\$7200.00

Required Textbooks:

Managing Office 365 Identities and Requirements	Jun 24, 2015	by Orin Thomas
Enabling Office 365 Services	Aug 27, 2015	by Orin Thomas

Microsoft Windows 10 Training

Admissions requirements: At least 6 months of verifiable work experience with Windows desktop administration, maintenance, and troubleshooting, Introductory-level knowledge of Active Directory and Microsoft Intune

Objective: To prepare participants for Microsoft certification exams

Completion Time: 80 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Configuring Windows Devices	
Manage identity	04
Plan desktop and device deployment	04
Plan and implement a Microsoft Intune device management solution	04
Configure networking	04
Configure storage	04
Manage data access and protection	04
Manage remote access	04
Manage apps	04
Manage updates and recovery	04
Installing and Configuring Windows 10	
Implement Windows	12
Configure and support core services	14
Manage and maintain Windows	14

Registration \$100.00

Tuition \$5495.00

Books & Supplies \$500.00

Other – Certification exam \$400.00

Total \$6495.00

Books & Supplies

Configuring Windows Devices

Published: November 16, 2015

Installing and Configuring Windows 10

Published: August 2016

Microsoft Official Course Labs

Cloud Administrator Training (Basic)

Admission Requirements:

Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone)
2. At least 6 months of verifiable work experience in Microsoft Windows business networking **Or**
3. Submit documentation of Certiport IC3 fast Track Digital Literacy Assessment Test (40% or higher)

Objective – To prepare participants for Microsoft Cloud certification and CompTIA Cloud & Linux certifications

Completion Time: 140 hours

Main Skills to be learned & Time Spent on Each Main Topic

Microsoft Cloud Fundamentals	Clock Hours	CompTIA Cloud Training	Clock Hours
Describe cloud principles and delivery mechanisms. Describe cloud security requirements and policies.	10	Resolve sign-in and Office Application installation issues. Resolve email and calendar issues	10
Describe how a cloud service stays up to date and available Describe the different types of cloud services	10	Resolve SharePoint and OneDrive issues Resolve Lync issues.	10
Identify the requirements and dependencies for using Office 365 and Microsoft Intune. Select a cloud service plan	10	Create users and groups and assign services and licenses Assign permissions in Office 365 and Microsoft Intune. Configure Microsoft Exchange Online	10
Sign up for cloud services. Set up the initial configuration of cloud services.	10	Configure Microsoft Lync Online. Configure Microsoft Intune	10
CompTIA Linux Training			60
Linux File Systems			06
Fundamental Linux Administration			08
How to Install Linux			08
Using Linux			08
The Linux Command Line Interface			08
Linux Networking Introduction			08
User Accounts and Permissions			06
Troubleshooting Commands, File Editing, Printing			08

Tuition & Fees +

	\$ 100.00
Tuition	\$6495.00
Books & Supplies	\$ 600.00
Certification exams	
Microsoft Cloud MTA, CompTIA Cloud+ and CompTIA Linux +	\$1200.00
Total	\$8395.00

Required Textbooks:

MTA Cloud Fundamentals 1st Edition by Microsoft Official Academic Course (Author)
 CompTIA Cloud+ Study Guide: Exam CV0-001 1st Edition by Todd Montgomery (Author)
 CompTIA Linux+ Powered by Linux Professional Institute Study Guide: Exam
 (CompTIA Linux + Study Guide) 3rd Edition by Christine Bresnahan (Author), Richard Blum (Author)

Information Systems Security Professional

Admissions requirements: CompTIA Security+ certification

Objective: To Prepare participants for CISSP certification exam

Completion Time: 40 Hours

Main topics or lessons	Clock Hours
Information Security and Risk Management - How security supports organizational mission, goals and objectives, Risk management, Security management, and Personnel security.	4
Access Control - Identification and Authentication, Centralized Access Control, Decentralized Access Control, Access Control Attacks, Access Provisioning Life Cycle, and Testing Access Controls.	4
Software development Security - Operating systems, Types of applications, Application models and technologies, Application threats and countermeasures, Security in the software development life cycle, and Application security controls. Databases and data warehouses.	4
Business continuity and disaster recovery Planning - Running a business continuity and disaster recovery planning project. Developing business continuity and disaster recovery plans. Testing business continuity and disaster recovery plans. Training users. The business continuity and disaster recovery.	4
Cryptography - Applications and uses of cryptography, Encryption methodologies, Cryptanalysis, Management of cryptography, and Key management.	4
Legal, Regulations, Investigations and Compliance - Computer related crime. Categories of law and computer crime laws in the U.S. and other countries. Security incident response, Investigations Computer forensics, and Professional ethics.	4
Security Operations - Applying security concepts to computer and business operations. Records management security controls, Backups, Anti-virus software and other anti-malware controls. Remote access, Administrative management and control of information security. Resource protection Incident management, High availability architectures, Vulnerability management, and Change management.	4
Physical and Environmental Security -Site access controls including key card access systems, biometrics, video surveillance, fences and walls, notices, and exterior lighting. Secure siting: identifying and avoiding threats and risks associated with a building site. Equipment protection from fire, theft, and damage. Environmental controls including HVAC and backup power.	4
Security Architecture and design - Security models including Biba, Bell LaPadula, Access Matrix, Take-Grant, Clark-Wilson, Multi-Level, Mandatory Access Control, and Discretionary Access Control. Information systems evaluation models including Common Criteria, TCSEC, and ITSEC. Computer hardware architecture. Computer software: operating systems, applications, and tools. Software and system security threats and countermeasures. Cloud security threats and countermeasures.	4
Telecommunications and Network Security - Wireline and wireless telecommunication technologies, Wired and wireless network technologies, Network topologies and cabling, The OSI and TCP/IP network models, TCP/IP networks, protocols, addressing, devices, routing, authentication, access control, tunneling and services, Network based threats, attacks, vulnerabilities, and countermeasures.	4

Registration	\$100.00
Tuition	\$3195.00
Books & Supplies	\$700.00
Other – Certification exam	\$1000.00
Total	\$4995.00

Books & Supplies

CISSP (ISC)² Certified Information Systems Security Professional Official Study Guide and Official ISC² Practice Tests Kit, 2015 Mike Chapple, James Michael Stewart, Darril Gibson

Basic Microsoft Office Specialist Certification Training

Admissions requirements: Basic Computer experience – 6 months or more

Objective: To Prepare participants for Microsoft Office Specialist Exam

Completion Time: 40 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main Topics Or Lessons	Clock Hours
1 Excel- Managing The Worksheet Environment	4
1.1 Navigate Through A Worksheet, Print A Worksheet Or Workbook, Setting Page Breaks	
1.2 Managing Programming Functionality, Customizing The Ribbon And QAT, Managing	
2 Creating Cell Data	6
2.1 Construct Cell Data, Pasting Structured Data, Inserting And Deleting Data, Apply Autofill	
3 Formatting Cells And Worksheets	4
3.1 Merge Or Split Cells, Create Row And Title Columns, Hide Or Unhide Rows And Columns	
3.2 Apply And Modify Cell Formats, Formatting Cell Contents, Formatting Cell Fills And Borders	
4. Managing Worksheets And Workbooks	4
4.1 Create And Format Worksheets, Manipulate Windows Views, Freezing And Splitting Windows	
4.2 Manipulate Workbook Views, Switching Worksheet Views, Customizing The Program Window	
5 Applying Formulas And Functions	5
5.1 Create Formulas, Enforce Precedence, Apply Cell References, Conditional Logic And Named	
6 Presenting Data Visually	5
6.1 Create Charts Based On Worksheet Data, Plotting Charts, Applying Layouts And Styles	
6.2 Apply & Manipulate Illustrations, Inserting & Manipulating Clip Art, Inserting And Modifying	
7. MOS Word-Sharing And Maintaining Documents	5
7.1 Applying Different Views, Apply Protection, Manage Views, Share And Save Documents	
8 Formatting Content	4
8.1 Apply Font & Paragraph Attributes, Navigate Through A Document, Apply Indentation & Tab	
8.2 Apply Page Layout And Reusable Content, Apply Themes, Use Quick Tools, Manipulate	
9. Applying References And Hyperlinks	3
10 Performing Mail Merge Options	
10.1 Setup Mail Merge, Execute Mail Merge	

Registration	\$50.00
Tuition	\$1400.00
Books & Supplies	\$100.00
Other – Certification exam	\$250.00
Total	\$1800.00

Books & Supplies

MOS 2016 Study Guide for Microsoft Word Joan Lambert

MOS 2016 Study Guide for Microsoft Excel Joan Lambert

Advanced Microsoft Office Specialist Certification Training

Admissions requirements: Microsoft Office Experience – 12 months or more

Objective: To Prepare participants for Microsoft Office Specialist Expert Exams

Completion Time: 40 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main Topics or lessons	Clock Hours
Word Expert	
1.1 Share And Maintain Documents:	4
Configure Word Options, Apply Protection To A Document, Apply Templates To A Document	
1.2 Format Content:	5
Apply Advanced Font And Paragraph Attributes, Create Charts And Tables, Link Sections	
1.3 Track And Reference Documents:	4
Review, Compare & Combine Documents, Create A Reference Page, Create A Table Of Authorities	
1.4 Preform Mail Merge Operations	4
Execute Mail Merge, Create Mail Merge Using Other Data Sources, Create Labels And Forms	
1.5 Manage Macros And Forms	4
Apply & Manipulate Macros, Apply & Manipulate Macro Options, Create Forms, Manipulate Forms	
Excel Expert	
2.1 Sharing And Maintaining Workbooks	5
Apply Workbook Settings, Properties And Data Options, Apply Protection And Sharing Properties	
2.2 Applying Formulas And Functions	5
Audit Formulas, Manipulate Formula Options, Preform Data Summary Tasks, Apply Functions	
2.3 Presenting Data Visually	4
Apply Advance Chart Features, Apply Data Analysis, Apply And Manipulate Pivot tables	
2.4 Working With Macros And Forms	5
Create And Manipulate Macros, Insert And Manipulate Form Controls	

Registration	\$50.00
Tuition	\$1400.00
Books & Supplies	\$100.00
Other – Certification exam	\$250.00
Total	\$1800.00

Books & Supplies

MOS 2016 Study Guide for Microsoft Word Expert Joan Lambert

MOS 2016 Study Guide for Microsoft ExcelExpert Joan Lambert

ITIL Foundations Certification Training

Admissions requirements: Business IT Experience – 6 months or more

Objective: To Prepare participants for ITIL Foundations Exam

Completion Time: 24 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Service Management as a Practice: Best-Practice Approaches and ITIL; Why is ITIL So Successful; Services, Customers, and Stakeholders; Understanding the Concepts of Service Management and IT; Understanding Processes and Functions; Introducing the Service Lifecycle	2
Understanding Service Strategy: Understanding the Service Strategy Stage; Understanding Key Concepts of Service Strategy	2
Service Strategy Processes; Understanding Service Portfolio Management; Understanding the Financial Management Process; Understanding the Business Relationship Management	2
Understanding Service Design: Understanding the Purpose, Objective, and Scope for Service Design; Describing the Service; Four Key Elements of Service Design; Building the Service; Five Major Aspects of Service Design	2
Service Level Management: Aligning IT with Business Requirements; The Purpose, Objectives, and Scope of Service Level Management; Capturing Service Level Requirements; Understanding the Service Level Agreement; Monitoring and Improving Service Delivery; Interfacing with Other Service Management Processes	2
The Other Service Design Processes: Service Catalog Management; Availability Management; Information Security Management; Supplier Management; Capacity Management; It Service Continuity Management; Design Coordination	2
Service Design Roles: Roles and Responsibilities in Service Management; Designing Roles Using the RACI Model; Competence and Training	2
Understanding Service Transition: and the Change Management Processes; Understanding Service Transition; Introduction to the Change Management Process	2
Service Transition Processes: Transition Planning and Support; Service Asset and Configuration Management; Knowledge Management; Release and Deployment Management	2
Delivering the Service: The Service Operation Lifecycle Stage; Understanding the Purpose, Objectives, and Scope of Service Operation; Organizing for Service Operations	2
The Major Service Operation Processes: Incidents and Problems; Two Key Service Management Concepts; Problem Management; Interfaces	2
The Other Service Operation Processes: Event Management; Request Fulfillment; Access Management	1
Understanding Continual Service Improvement: Achieving Continual Service Improvement; The Seven-Step Improvement Process	1

Registration \$100.00

Tuition \$1595.00

Books & Supplies \$300.00

Other – Certification exam \$500.00

Total \$2495.00

Books & Supplies ITIL Foundation Exam Study Guide, 2012 Helen Morris & Liz Gallagher

Agile Scrum Training

Admissions requirements: At least 12 months of verifiable work experience in business related project management experience.

Objective: To Prepare participants for Agile Scrum Certification Exam

Completion Time: 24 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Definition of Scrum Scrum Theory	03
Scrum Values The Scrum Team	03
The Product Owner The Development Team	02
The Scrum Master Scrum Events	02
The Sprint Sprint Planning	03
Daily Scrum Sprint Review	02
Sprint Retrospective Scrum Artifacts	03
Product Backlog Sprint Backlog	02
Increment Artifact Transparency	02
Definition of “Done” End Note	02

Registration	\$100.00
Tuition	\$1695.00
Books & Supplies	\$300.00
Other – Certification exam	\$500.00
Total	\$2495.00

Books & Supplies

A Guide to Passing the Professional Scrum Master TM (PSM) Exam
2013 Nader K. Rad, Frank Turley

Lean Six Sigma Certification Training

Admissions requirements: At least 12 months of verifiable work experience in business related project management.

Objective: To Prepare participants for Lean Six Sigma Green Belt Exam

Completion Time: 24 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
DEFINE PHASE The basics of six sigma, The fundamentals of six sigma Selecting lean six sigma projects The lean enterprise	06
MEASURE PHASE Process definition, Basic statistics Measurement system analysis Process capability	06
ANALYZE PHASE Patterns of variation Inferential statistics Hypothesis testing Hypothesis testing with normal data	04
IMPROVE PHASE Simple linear regression Multiple regression analysis	04
CONTROL PHASE Lean controls Statistical process control (spc) Six sigma control plans	04

Registration \$100.00

Tuition \$1595.00

Books & Supplies \$300.00

Other – Certification exam \$500.00

Total \$2495.00

Books & Supplies

Lean Six Sigma For Beginners: A Quick start Beginner's Guide to Lean Six Sigma, 2016 Jim Hall & Tina Scott

Lean Six Sigma Pocket Tool Book, 2005 Michael George, David Rowlands, Mark Price, John Maxey

COBIT 5 Foundation Certification Training

Admissions requirements: At least 12 months of verifiable work experience in business project management.

Objective: To prepare participants for COBIT 5 Foundations Exam

Completion Time: 24 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
COBIT 5: A Business Framework for the Governance and Management of Enterprise IT	04
Chapter 1. Overview of COBIT 5	
Chapter 2. Principle 1: Meeting Stakeholder Needs Introduction, COBIT 5 Goals Cascade. Step 1. Stakeholder Drivers Influence Stakeholder Needs; Step 2. Stakeholder Needs Cascade to Enterprise Goals; Step 3. Enterprise Goals Cascade to IT-related Goals; Step 4. IT-related Goals Cascade to Enabler Goals. Using the COBIT 5 Goals Cascade. Benefits of the COBIT 5 Goals Cascade. Using the COBIT 5 Goals Cascade Carefully. Using the COBIT 5 Goals Cascade in Practice. Governance and Management Questions on IT. How to Find an Answer.	04
Chapter 3. Principle 2: Covering the Enterprise End-to-end Governance Approach, Governance Enablers, Governance Scope, Roles, Activities and Relationships.	04
Chapter 4. Principle 3: Applying a Single Integrated Framework COBIT 5 Framework Integrator.	04
Chapter 5. Principle 4: Enabling a Holistic Approach COBIT 5 Enablers, Systemic Governance and Management through Interconnected Enablers, COBIT 5 Enabler Dimensions, Enabler Dimensions, Enabler Performance Management, and Example of Enablers in Practice.	04
Chapter 6. Principle 5: Separating Governance from Management Governance and Management, Interactions between Governance and Management, and COBIT 5 Process Reference Model.	04
Chapter 7. Implementation Guidance Introduction, Considering the Enterprise Context, Creating the Appropriate Environment, Recognizing Pain Points and Trigger Events, Enabling Change, A Life Cycle Approach, and Making the Business Case.	04
Chapter 8. The COBIT 5 Process Capability Model Introduction, Differences Between the COBIT 4.1 Maturity Model and the COBIT 5 Process Capability Model. Differences in Practice, Benefits of the Changes, and Performing Process Capability Assessments in COBIT 5.	04

Registration	\$100.00
Tuition	\$1695.00
Books & Supplies	\$300.00
Other – Certification exam	\$400.00
Total	\$2495.00
Books & Supplies	

COBIT 5 Foundation-Reference and Study Guide Paperback –2016

Project Management Training

Admissions requirements: At least 6 months of verifiable project management experience for CompTIA Project+ and PMI CAPM participants.

PMP participants must have a Secondary degree (high school diploma, associate's degree or the global equivalent) with 7,500 hours leading and directing projects experience or Four-year degree with 4,500 hours leading and directing projects

Objective: To Prepare participants for Project Management certification exams – CompTIA Project+, PMI Institute CAPM or PMP

Completion Time: 40 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Session 1: Initiating a Project	3.0
Session 2: Planning Project Work	4.0
Session 3: Developing Project Schedules, Cost Estimates, and Budgets	3.0
Session 4: Planning Project Quality, Staffing, and Communications	3.0
Session 5: Analyzing Risks and Planning Risk Response	3.0
Session 6: Planning Project Procurement	3.0
Session 7: Executing Project Work	3.0
Session 8: Monitoring and Controlling Project Work	3.0
Session 9: Monitoring and Controlling Project Schedule and Costs	3.0
Session 10: Monitoring and Controlling Project Quality, Staffing, and Communications	3.0
Session 11: Monitoring and Controlling Project Risk and Contracts	3.0
Session 12: Closing the Project	4.0
Session 13: PMP Exam Strategies	2.0

Registration	\$100.00
Tuition	\$2995.00
Books & Supplies	\$600.00
Other – Certification exam	\$900.00
Total	\$4595.00

Books & Supplies

PMP Exam Prep, Rita's Course in a Book for Passing the PMP Exam, 2017 Rita Mulcahy
 CompTIA Project+, 2017 Kim Heldman
 Digital copy of PMBOK guide
 PMP Practice exam

Advanced Network Professional Training

Admissions requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone);
2. Provide proof of a valid Cisco CCNA certification.

Objective: To Prepare participants for the Cisco CCDA & CCNP exams.

Completion Time: 160 clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours	Main topics or lessons	Clock Hours
Cisco CCNA Design		CCNP Switching	
Design Objectives	06	Layer 2 Technologies	24
Design Methodologies	08	Infrastructure Security	10
Enterprise Network Design	08	Infrastructure Services	6.0
Addressing and Routing Protocols in an Existing Network	08	CCNP troubleshooting	
Considerations for Expanding an Existing Network	10	Network Principles	2.0
CCNP Routing		Layer 2 Technologies	16.0
Network Principles	4.0	Layer 3 Technologies	16.0
Layer 2 Technologies	4.0	VPN Technologies	2.0
Layer 3 Technologies	16.0	Infrastructure Security	2.0
VPN Technologies	4.0	Infrastructure Services	2.0
Infrastructure Security	4.0		
Infrastructure Services	8.0		

Tuition & Fees

Registration	\$100.00
Tuition	\$7995.00
Books & Supplies	\$600.00
Certification exams - Cisco CCDA, , Cisco Routing, Cisco Switching and Cisco Tshoot exam	\$1300.00
Total	\$9995.00

Required Textbooks:

CCDA Official Cert Guide (5th Edition) Jul 8, 2016 by Anthony Bruno and Steve Jordan
 CCNP Routing and Switching v2.0 Kevin Wallace, David Hucaby and Raymond Lacoste,
 CCNP Routing and Switching TSHOOT, Raymond Lacoste and Raymond Wallace,
 CCNP Routing and Switching Portable Command Guide Jan 1, 2015

Computer Systems Administrator Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone);
2. Submit documentation of Certipoint IC3 fast Track Digital Literacy Assessment Test (40% or higher) **or**
3. Submit evidence of 12 months work experience in Computer Systems Support Technician – submit a resume with reference.

Objective: To Prepare participants for the Microsoft MCSA certification

Completion Time: 160 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours	Main topics or lessons	Clock Hours
Installing and Configuring Windows Server	32	Administering Windows Server 2012	32
Install and Configure Servers	04	Deploy Manage & maintain servers	06
Configure Server Roles and Features	04	Configure file and print servers	06
Configure Hyper-V	04	Configure Network services and access	06
Deploy and Configure Core Network Services	04	Configure DNS Zones, Records, VPN routing	06
Install and Administer Active Directory	04	Configure & manage Active Directory	04
Create and Manage Group Policy	04	Manage GPOs	04
Configuring Advanced Windows Server Services	32	Monitoring and Operating a Private Cloud	32
Configure & manage High Availability	08	Configure data center process automation	06
Implement Business Continuity & Disaster recovery	08	Deploy resource monitoring	05
Configure Network Services	08	Monitor resources	07
Configure AD Infrastructure & Identity Access	08	Configure and maintain service management	07
Configuring & Deploying a Private Cloud with System Center 2012	32	Manage configuration and protection	07
Design and deploy System Center			07
Configure System Center infrastructure			06
Configure the fabric			06
Configure System Center integration			06
Configure and deploy virtual machines and services			07

Tuition & Fees

Registration	\$100.00
Tuition	\$7795.00
Books & Supplies	\$600.00
Certification exams	
Microsoft Exams 70-410, 70-411, 70-412, 70-413 and 70-414	\$1500.00
Total	\$9995.00

Required Textbooks:

Craig Zacker, Installing and Configuring Windows Server 2012 R2,	Microsoft Press, February 15, 2014
Charlie Russell, Administering Windows Server 2012 R2,	Microsoft Press, June 23, 2014
J.C.Mackin and Orin Thomas Configuring Advanced Windows Server	Microsoft Press, March 2014
Orin Thomas, Monitoring and Operating a Private Cloud,	Microsoft Press, September 2014
Orin Thomas, Configuring and Deploying a Private Cloud, First Edition, Microsoft Press,	November 2014

Cybersecurity Professional Training

Individuals applying for this seminar are required to:

Interview with an approved school admissions counselor (in person or phone);

1. Provide documentation of 5 years of verifiable experience in Information Technology Field;
2. Submit a resume with references.

Objective: To Prepare participants for the ITIL, CompTIA Security+, CSA+ and CISSP Certification Exams

Completion Time: 128 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Security Fundamentals	Clock Hours 40	COBIT 05	Clock Hours 24
Network.	8.0	Key Features of COBIT 5 & Principles	04
Compliance and Operational.	7.0	The COBIT 5 Enablers	04
Threats and Vulnerabilities	8.0	Introduction to COBIT 5	04
Application, Data and Host Security	6.0	Implementation	04
Access Control and Identity Management	6.0	Process Capability Assessment Model	04
Cryptography	5.0	Exam Review	04
IT Service Management			24
Service Management as a Practice, Understanding Service Strategy, Service Strategy Processes;			06
Understanding Service Design, Service Level Management, The Other Service Design Processes;			06
Service Design Roles, Understanding Service Transition and the Change Management Processes;			06
Service Transition Processes; Delivering the Service; The Major Service Operation Processes; The Other Service Operation Processes, Understanding Continual Service Improvement;			06
Information Security Professional			40
Information Security and Risk Management - Access Control			08
Software development Security, Business continuity and disaster recovery Planning			08
Cryptography, Legal, regulations, Investigations and Compliance			08
Security Operations, Physical and Environmental Security			08
Security Architecture and design, Telecommunications and Network Security			08

Tuition & Fees

Registration	\$100.00
Tuition	\$8195.00
Books & Supplies	\$500.00
Certification exams	
CompTIA Security+, ITIL Foundation, COBIT 5 CISSP by ISC2.org	\$1200.00
Total	\$9995.00

Required Textbooks:

CompTIA Security+: Get Certified Get Ahead Study Guide Oct 25, 2014 by Darril Gibson
 Liz Gallacher and Helen Morris, ITIL Foundation Exam Study Guide, First Edition, Sybex, October 2012
 COBIT 5 Foundation-Reference and Study Guide Paper – June 20, 2016 by Mrs. Ana Cecilia Delgado
 Adam Gordon, Official (ISC)2 Guide to the CISSP CBK, Fourth Edition, (ISC)2 Press, March 2015

Database Administrator Training

Admission Requirements: Individuals applying for this seminar are required to:

3. Interview with an approved school admissions counselor (in person or phone);
4. Submit documentation of Certiport IC3 fast Track Digital Literacy Assessment Test (40% or higher)
or
5. Submit evidence of 6 months work experience in Information Technology Field – submit a resume with references.

Objective: To Prepare participants for the Microsoft Database Administrator exams

Completion Time: 144 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours	Main topics or lessons	Clock Hours
CMC DB1 - Database Fundamentals	24	CMC SQ461 - Querying SQL Server	40
Understanding core database concepts	04	Create database objects	10
Create database objects	05	Work with data	10
Manipulate data	05	Modify data	10
Understand data storage	05	Troubleshoot and optimize	10
Administer a database	05		
CMC SQ462 - Administering SQL Server Database	40	CMC SQ463 - Implementing a Data warehouse with SQL Server	40
Install and configure	07	Design and implement a data warehouse	08
Maintain instances and databases	07	Extract and transform data	08
Optimize and troubleshoot	08	Load data	08
Manage data	06	Configure and deploy SSIS solutions	08
Implement security	06	Build data quality solutions	08
Implement high availability	06		

Tuition & Fees

Registration	\$100.00
Tuition	\$7795.00
Books & Supplies	\$600.00
Certification exams - Microsoft MTA Database Fundamentals, Querying Microsoft SQL Server Exam, Administering SQL Server Database and Implementing a Data warehouse with Microsoft SQL Server exam.	\$1500.00
Total	\$9995.00

Microsoft Official, MTA Database Administration Fundamentals
 Querying Microsoft SQL Server 2012, First Edition
 Administering Microsoft SQL Server 2012 Databases
 Implementing a Data Warehouse with Microsoft SQL Server

Microsoft Press, July 12, 2011
 Microsoft press, December 2012
 Microsoft Press, July 2012
 Microsoft Press, December 2012

Desktop Support Technician Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone);
2. Submit documentation of Certipoint IC3 fast Track Digital Literacy Assessment Test (40% or higher)
or
3. Submit evidence of 6 months work experience in Information Technology Field – submit a resume with references.

Objective: To Prepare participants for the CompTIA A+, Network+, Security+ and CCNA

Completion Time: 160 Hours

Main Skills to be learned & Time Spent on Each Main Topic

CMC 2101 Computer Hardware & Software	Clock Hours 40	CMN 2102 - Introduction to Networking	Clock Hours 40
Hardware	8.0	Network Architecture	8.0
Troubleshooting, Repair & Maintenance	6.0	Network Operations	8.0
Operating Systems & Software	6.0	Network Security	8.0
Networking	6.0	Troubleshooting	8.0
Operational procedure & Security	14	Industry Standards, practices & theory	8.0
Security Fundamentals	40	CMN 2103 - Interconnecting Network Devices	40
Network	8.0	Network Fundamentals	8
Compliance and Operation	7.0	LAN Switching Technologies	8
Threats and Vulnerabilities	8.0	Routing Technologies	8
Application, Data and Host Security	6.0	WAN Technologies	8
Access Control and Identity Management	6.0	Infrastructure Services & Security	04
Cryptography	5.0	Infrastructure Management	04

Tuition & Fees

Registration	\$100.00
Tuition	\$6295.00
Books & Supplies	\$600.00
Certification exams	
(CompTIA A+, Network+, Security+, Microsoft MTA, Cisco ICND1 & ICND2)	\$1400.00
Total	\$8395.00

Required Textbooks

CompTIA A+ Complete Review Guide: Exams 220-901 and 220-902	Dec 2, 2015
CompTIA Network+ Cert Guide, First Edition, Pearson	February 2015
CompTIA Security+: Get Certified Get Ahead Study Guide, by Darril Gibson	Oct 25, 2014
CCNA Routing and Switching 200-125 Official Cert Guide Library Hardcover –	August 5, 2016
CCNA Routing and Switching Portable Command Guide	Jun 18, 2016

IT Project Management Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone);
2. Provide documentation of 2 years of verifiable experience in Information Technology Field;
3. Submit a resume with references.

Objective: To Prepare participants for the Project Management Professional Certification Exam

Completion Time: 136 Hours

IT Service Management	24	Lean Six Sigma Green Belt	24
Service Management as a Practice	04	Introduction Phase	04
Service Level Management	04	Define Phase	04
Service Strategy Processes	04	Measure Phase	04
Delivering the Service	04	Analyze Phase	04
The Major Service Operation Processes	04	Improve Phase	04
Aligning IT with Business Requirements	04	Control Phase	04
Agile Scrum Master	24	COBIT 5	24
Scrum theory and principles	04	The Key Features of COBIT 5	04
The Scrum Framework	04	The COBIT 5 Principles	04
The Definition of Done	04	The COBIT 5 Enablers	04
Running a Scrum project	03	Introduction to COBIT 5 Implementation	04
Working with people and teams	03	Process Capability Assessment Model	04
Scrum in your organization	03	Exam Review	04
The role of the Scrum Master	03		
Project management training (CompTIA Project+ /CAPM/PMP)			Hours
Initiating a Project, Planning Project Work, Developing Project Schedules, Cost Estimates, and Budgets			10
Planning Project Quality, Staffing, and Communications, Analyzing Risks and Planning Risk Response			6.0
Planning Project Procurement, Executing Project Work, Monitoring and Controlling Project Work			9.0
Monitoring and Controlling Project Schedule and Costs, Monitoring and Controlling Project Quality, Staffing, and Communications, Monitoring and Controlling Project Risk and Contracts			9.0
Closing the Project, PMP Exam Strategies			6.0

Tuition & Fees

Registration	\$100.00
Tuition	\$7595.00
Books & Supplies	\$600.00
Certification exams - (ITIL Foundation, Agile Scrum, COBIT 5, CompTIA Project+, IASSC Green belt, PMI CAPM or PMP)	\$1500.00
Total	\$9795.00

Required Textbooks:

ITIL Foundation Exam Study Guide, Sybex,	October 2012
Scrum Master Certification Training, Agile Project Management,	August 2014
COBIT 5 Foundation-Reference and Study Guide	June 20, 2016
Six SIGMA Green Belt Study Guide: Trivium,	February 2014

Network Support Technician Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone);
2. Submit documentation of Certiport IC3 fast Track Digital Literacy Assessment Test (40% or higher)
or
3. Submit evidence of 6 months work experience in Information Technology Field – submit a resume with references.

Objective: To Prepare participants for the Cisco Security Certification Exam

Completion Time: 160 Hours

Main Skills to be learned & Time Spent on Each Main Topic

CMN 2102 - Introduction To Networking	40	CMN 2103 - Interconnecting Network Devices	40
Network Architecture	08	Network Fundamentals	06
Network Operations	08	LAN Switching Technologies	06
Network Security	08	Routing Technologies	06
Troubleshooting	08	WAN Technologies	06
Industry standards, practices, and network theory	08	Infrastructure Services	06
		Infrastructure Security	05
		Infrastructure Management	05
Security Fundamentals	40	CMN S554 - Network Security Training	40
Network Security	6.0	Security Concepts	06
Compliance and Operational Security	8.0	Secure Access	06
Threats and Vulnerabilities	8.0	VPN	08
Application, Data and Host Security	6.0	Secure Routing and Switching	08
Access Control and Identity Management	6.0	Cisco Firewall	06
Cryptography	6.0	IPS, Content and Endpoint Security	06

Tuition & Fees

Registration	\$100.00
Tuition	\$7295.00
Books & Supplies	\$500.00
Certification exams:	
CompTIA Network+, Security+, Microsoft MTA Networking, Microsoft MTA Security	
Cisco ICND1, Cisco ICND2 and Cisco CCNA Security	\$1200.00

Total **\$8995.00**

Required Textbooks:

Keith Baker and Kevin Wallace, CompTIA Network+ Cert Guide, First Edition, Pearson, February 2015	
CCNA Routing and Switching 200-125 Official Cert Guide Library	Aug 5, 2016
CCNA Routing and Switching Portable Command Guide	Jun 18, 2016
CCNA Security 210-260 Official Cert Guide	Sep 11, 2015
CCNA Security (210-260) Portable Command Guide	Apr 14, 2016

Picture Archiving Communications Administrator (PACS) Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone);
2. Submit documentation of Certiport IC3 fast Track Digital Literacy Assessment Test (40% or higher)
or
3. Submit evidence of 6 months work experience in Information Technology Field or Healthcare Clinical Field – submit a resume with references.

Objective: - To prepare participants for Microsoft MTA Networking Fundamentals, Security Fundamentals, Database Fundamentals, and PACS Admin Technical and PACS Admin Clinical

Completion Time: 180 clock hours

Main Skills to be learned & Time Spent on Each Main Topic

Networking Fundamentals	40	Database Fundamentals	40
Networking Concepts	08	Understanding core database concepts	08
Network Installation and Configuration	08	Create database objects	08
Network Media and Topologies	08	Manipulate data	08
Network Management	08	Understand data storage	08
Network Security	08	Administer a database	08
Security Fundamentals	40	PACS Admin Workflow	60
Network Security	06	Healthcare IT Fundamentals	08
Compliance and Operational Security	08	Healthcare IT Infrastructure	08
Threats and Vulnerabilities	08	Medical Imaging Technology	09
Application, Data and Host Security	06	Clinical Anatomy and Systems	09
Access Control and Identity Management	06	Workflow and Digital Radiography	09
Cryptography	06	Regulations & Compliance	09
		Software interfaces	08

Tuition & Fees

Registration	\$ 100.00
Tuition	\$6995.00
Books & Supplies	\$ 800.00
Certification exams - Microsoft MTA Networking, Security and Database, PACS Admin	\$1000.00
Total	\$8895.00

Required Textbooks:

Exam 98-366: MTA Networking Fundamentals, by Microsoft Official Academic Course (Author)

David L. Prowse, CompTIA Security+ Cert Guide, Third Edition, Pearson March 2015

MTA Security Fundamentals 2nd Edition Lab Manual

PACS System Analyst Certification Pack, Otech Inc. First Edition

OT-Send is a CPOE simulator Software

Cybersecurity Incident Handler Training

Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone);
2. Submit evidence of 12 months work experience in Information Technology Field – submit a resume with references.

Objective: To Prepare participants for the Cisco SCECND, Cisco SECOPS and SCYBER Certification Exams

Completion Time: 120 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Understanding Cybersecurity Fundamentals	40
Network Concepts	05
Security Concepts	05
Cryptography	08
Host-Based Analysis	07
Security Monitoring	07
Attack Methods	08
Implementing Cybersecurity Operations	40
Endpoint Threat Analysis and Computer Forensics	08
Network Intrusion Analysis	08
Incident Response	09
Data and Event Analysis	07
Incident Handling	08
Cisco Cybersecurity Specialist	40
Module 1: Course Introduction: Overview of Network Security and Operations, Module 2: Network and Security Operations Data Analysis, Module 3: Packet Analysis	10
Module 4: Network Log Analysis , Module 5: Baseline Network Operations, Module 6: Preparing for Security Incidents	10
Module 7: Detecting Security Incidents, Module 8: Investigating Security Incidents, Module 9: Reacting to an Incident	10
Module 10: Communicating Incidents Effectively ,Module 11: Post-event Activity	10

Tuition & Fees

Registration	\$100.00
Tuition	\$7695.00
Books & Supplies	\$500.00
Certification exams	
Cisco SECFND, SECOPS and SCYBER	\$1200.00
Total	\$9595.00

Required Textbooks:

CCNA Cyber Ops SECFND #210-250 Official Cert Guide	
CCNA Cyber Ops SECOPS 210-255 Official Cert Guide	Jun 26, 2017
Security Operations Center: Building, Operating, and Maintaining your SOC	Nov 8, 2015

Computer Hacking Forensics Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone);
2. Hold a current certification– CompTIA Network+, Security+ or any Cisco or Microsoft MCSA
3. Submit evidence of 12 months' work experience in Information Technology Field – submit a resume with references.

Objective: To prepare participants for Certified Ethical Hacker Exam Certified Forensic Examiner Exam

Completion Time: 80 hours

Main Skills to be learned & Time Spent on Each Main Topic

Ethical Hacking and Countermeasures Training	Clock hours
Introduction to Ethical Hacking, Foot printing and Reconnaissance, Scanning Networks Enumeration, and System Hacking.	08
Malware Threats, Sniffing, Social Engineering, and Denial of Service.	08
Session Hijacking, Hacking Web Servers, Hacking Web Applications, and SQL Injection.	08
Hacking Wireless Networks and Hacking Mobile Platforms.	08
Evading IDS, Firewalls, and Honeypots. Cloud Computing and Cryptography.	08
Total	40
Computer Hacking Forensics Investigation	
Computer Forensics in Today's World. Computer Forensics Investigation Process.	06
Searching and Seizing Computers, Digital Evidence, First Responder Procedures, & Computer Forensics Lab.	06
Understanding Hard Disks and File Systems. Windows Forensics, Data Acquisition and Duplication, and Recovering Deleted Files and Deleted Partitions. Forensics Investigation Using AccessData FTK. Forensics Investigation Using EnCase.	08
Steganography and Image File Forensics Application Password Cracker, Log Capturing and Event Correlation	06
Network Forensics, Investigating Logs and Investigating Network Traffic, Investigating Wireless Attacks, and Investigating Web Attacks.	08
Tracking Emails and Investigating Email Crimes. Mobile Forensics, Investigative Reports, and Becoming an Expert Witness.	06
Total	80

Tuition & Fees

Registration	\$ 100.00
Tuition	\$6295.00
Books & Supplies (iLabs)	\$ 500.00
Certification exams - EC-Council CEH and Certified Forensic Examiner.	\$1600.00
Total	\$8495.00

Required Textbooks:

CEH Courseware Digital Only – US Market by EC-council iLabs CEH by EC-council

CHFI Courseware Only – US Market by EC-council

Bank Information Technology Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone);
2. Be 18 years or older, have a high school diploma or GED, and have at least 6 months of verifiable Computer Networking experience.
3. Submit a resume with references.
4. Standard background checks and other restrictions may apply.

Objective: - To prepare participants for ITIL, Security Fundamentals, Six Sigma Green Belt, and COBIT 5 certifications

Completion Time: 148 clock hours

Main Skills to be learned & Time Spent on Each Main Topic

IT Service Management	24	Six Sigma Green Belt	24
Service Management as a Practice	04	Introduction Phase	04
Service Level Management	04	Define Phase	04
Service Strategy Processes	04	Measure Phase	04
Delivering the Service	04	Analyze Phase	04
The Major Service Operation Processes	04	Improve Phase	04
Aligning IT with Business Requirements	04	Control Phase	04
Security Fundamentals	40	BIT training	60
Network Security	06	BSA/ AML act, PCI	08
Compliance and Operational Security	08	GLBA, FDIC , OCC rules	08
Threats and Vulnerabilities	08	FFIEC Cyber Security Tool	09
Application, Data and Host Security	06	Risk management, Vendor Due diligence	09
Access Control and Identity Management	06	Business continuity	09
Cryptography	06	System architecture, technology operations	09
		Corporate governance	08

Tuition & Fees

Registration	\$ 100.00
Tuition	\$6895.00
Books & Supplies	\$ 800.00
Certification exams - for ITIL, Security Fundamentals, Six Sigma Green Belt, and COBIT 5	\$1000.00
Total	\$8795.00

Required Textbooks:

ITIL Foundation Exam Study Guide 1st Edition

David L. Prowse, CompTIA Security+ Cert Guide, Third Edition, Pearson March 2015

Lean Six Sigma For Beginners: A Quickstart Beginner's Guide To Lean Six Sigma Jun 24, 2015

Supply Chain Management Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone);
2. Submit documentation of Certiport IC3 fast Track Digital Literacy Assessment Test (40% or higher)
or
3. Submit evidence of 6 months' work experience in Information Technology Field, Supply Chain Logistics Field – submit a resume with references.

Objective: - To prepare participants for ITIL, Security Fundamentals, Six Sigma Green Belt, and Supply Chain Management certification.

Completion Time: 148 clock hours

Main Skills to be learned & Time Spent on Each Main Topic

IT Service Management	24	Six Sigma Green Belt	24
Service Management as a Practice	04	Introduction Phase	04
Service Level Management	04	Define Phase	04
Service Strategy Processes	04	Measure Phase	04
Delivering the Service	04	Analyze Phase	04
The Major Service Operation Processes	04	Improve Phase	04
Aligning IT with Business Requirements	04	Control Phase	04
Security Fundamentals	40	Supply Chain Management	60
Network Security	06	Overview of supply chain management	08
Compliance and Operational Security	08	Basics of Supply Chain Management	08
Threats and Vulnerabilities	08	Detailed Scheduling	09
Application, Data and Host Security	06	Execution and Control of Operations	09
Access Control and Identity Management	06	Strategic Management of Resources	09
Cryptography	06	Role of IT in the supply chain	09
		ERP in supply chain management	08

Tuition & Fees

Registration	\$ 100.00
Tuition	\$6595.00
Books & Supplies	\$ 600.00
Certification exams - for ITIL, Security Fundamentals, Six Sigma Green Belt, and Supply Chain	\$1500.00
Total	\$8795.00

Required Textbooks:

ITIL Foundation Exam Study Guide 1st Edition

David L. Prowse, CompTIA Security+ Cert Guide, Third Edition, Pearson March 2015

Lean Six Sigma for Beginners: A Quick-start Beginner's Guide to Lean Six Sigma Jun 24, 2015

APICS CSCP Exam Success: A Guide to Achieving Certification on Your First Attempt Apr 28, 2017
by Howard Forman and David Forman

Cloud Technician

Admission Requirements: Individuals applying for this seminar are required to have at least 6 months of verifiable work experience Computer Networking support in a business environment.

Objective – To prepare participants for Microsoft Cloud, MTA Networking certification and CompTIA Cloud certifications

Completion Time: 144 hours

Main Skills to be learned & Time Spent on Each Main Topic

Networking Fundamentals	Clock Hours 80
Networking Concepts	16
Network Installation and Configuration	16
Network Media and Topologies	16
Network Management	16
Network Security	16

Microsoft Cloud Fundamentals	32	CompTIA Cloud Training	32
Describe cloud principles and delivery mechanisms. Describe cloud security requirements and policies.	08	Resolve sign-in and Office Application installation issues. Resolve email and calendar issues.	08
Describe how a cloud service stays up to date and available. Describe the different types of cloud services.	08	Resolve SharePoint and OneDrive issues. Resolve Lync issues.	08
Identify the requirements and dependencies for using Office 365 and Microsoft Intune. Select a cloud service plan.	08	Create users, groups, and assign services and licenses. Assign permissions in Office 365 and Microsoft Intune. Configure Microsoft Exchange Online.	08
Sign up for cloud services. Set up the initial configuration of cloud services.	08	Configure Microsoft Lync Online. Configure Microsoft Intune.	08

Tuition & Fees

Registration	\$100.00
Tuition	\$3845.00
Books & Supplies	\$200.00
Certification exams	
Microsoft Cloud MTA, CompTIA Cloud+	\$450.00
Total	\$4595.00

Required Textbooks:

MTA Cloud Fundamentals 1st Edition by Microsoft Official Academic Course (Author)
CompTIA Cloud+ Study Guide: Exam CV0-001 1st Edition by Todd Montgomery (Author)

Network Support Technician – Entry

Admission Requirements: Individuals applying for this seminar are required to have at least 6 months of verifiable work experience in Computer Networking in a business environment.

Objective: To Prepare participants for the CompTIA Network+ and CCNA

Completion Time: 160 Hours

Main Skills to be learned & Time Spent on Each Main Topic

CMN 2102 - Introduction to Networking	Clock Hours
	80
Network Architecture	16.0
Network Operations	16.0
Network Security	16.0
Troubleshooting	16.0
Industry Standards, Practices & Theory	16.0
CMN 2103 - Interconnecting Network Devices	80
Network Fundamentals	16.0
LAN Switching Technologies	16.0
Routing Technologies	16.0
WAN Technologies	16.0
Infrastructure Services & Security	8.0
Infrastructure Management	8.0

Tuition & Fees

Registration	\$100.00
Tuition	\$4195.00
Books & Supplies	\$400.00
Certification exams	
(CompTIA Network, Microsoft MTA, Cisco ICND1 & ICND2)	\$800.00
Total	\$5495.00

Required Textbooks

CompTIA Network+ Cert Guide, First Edition, Pearson	February 2015
CCNA Routing and Switching 200-125 Official Cert Guide Library Hardcover –	August 5, 2016
CCNA Routing and Switching Portable Command Guide	Jun 18, 2016

Computer User Support Specialist – Level I

Admission Requirements: Individuals applying for this seminar are required to have at least 6 months of verifiable work experience in Microsoft Windows 7, 8 or 10

Objective: To Prepare participants for the CompTIA A+, Network+, MTA Networking

Completion Time: 160 Hours

Main Skills to be learned & Time Spent on Each Main Topic

CMC 2101 Computer Hardware & Software	Clock Hours 80
Hardware	16.0
Troubleshooting, Repair & Maintenance	12.0
Operating Systems & Software	12.0
Networking	12.0
Operational procedure & Security	28.0
CMN 2102 - Introduction to Networking	80
Network Architecture	16.0
Network Operations	16.0
Network Security	16.0
Troubleshooting	16.0
Industry Standards, practices & theory	16.0

Tuition & Fees

Registration	\$100.00
Tuition	\$3495.00
Books & Supplies	\$300.00
Certification exams	
CompTIA A+, Network+, Microsoft MTA networking	\$800.00
Total	\$4695.00

Required Textbooks

CompTIA A+ Complete Review Guide: Exams 220-901 and 220-902	Dec 2, 2015
CompTIA Network+ Cert Guide, First Edition, Pearson	February 2015

Computer User Support Specialist – Level II

Admission Requirements: Individuals applying for this seminar are required to have at least 6 months of verifiable work experience in Computer Networking in a business environment.

Objective: To Prepare participants for CompTIA Network+, Security+ Microsoft MTA Networking & Security

Completion Time: 120 Hours

Main Skills to be learned & Time Spent on Each Main Topic

CMN 2102 - Introduction to Networking	Clock Hours 80
Network Architecture	16.0
Network Operations	16.0
Network Security	16.0
Troubleshooting	16.0
Industry Standards, practices & theory	16.0
Security Fundamentals	40
Network.	8.0
Compliance and Operational.	7.0
Threats and Vulnerabilities	8.0
Application, Data and Host Security	6.0
Access Control and Identity Management	6.0
Cryptography	5.0

Tuition & Fees

Registration	\$100.00
Tuition	\$3695.00
Books & Supplies	\$400.00
Certification exams	
CompTIA Network+, Security+, Microsoft MTA Networking & Security	\$800.00
Total	\$4995.00

Required Textbooks

CompTIA Network+ Cert Guide, First Edition, Pearson	February 2015
CompTIA Security+: Get Certified Get Ahead Study Guide, by Darril Gibson	Oct 25, 2014

Database & Business Analyst Program

Program Description – Database & Business Analyst Program is comprehensive course designed to teach students the skills necessary to use Power BI to perform data analysis, become proficient in connecting to data sources and performing data transformations, modeling and visualizing data by using Microsoft Power BI Desktop, and configuring dashboards by using the Power BI service. Students will gain knowledge in implementing direct connectivity to Microsoft SQL Azure and SQL Server Analysis Services (SSAS) and implementing data analysis in Microsoft Excel. Graduates may find employment as BI professionals, data analysts, other employment opportunities may include:

- **Business Intelligence Analysts** gather business data through a number of ways, from mining a company's computer data through software, looking at competitor data and industry trends to help develop a picture of where the company stands in the industry, where they can improve and where they can reduce costs.
- **Database Analysts** organize and make sense of collections of information in order to create functional database systems. They evaluate, design, review, and implement databases. They are also hired to maintain and update existing databases to better serve the needs of businesses

Admission Requirements:

1. High school diploma or GED certification. Interview with an approved school admissions counselor
2. Submit documentation of Certipoint Microsoft MTA Networking Test (70% or higher) **or**
3. Submit evidence of 12 months work experience in Information Technology Field – submit a resume with references.

Program Outline

Subject Number	Subject Title	Lecture	Lab	Total
CMC DBA	Database Technologies	40	20	60
CMC BUS	Business Intelligence	40	20	60
CMC EXL	Business Intelligence Tools	30	10	40
	Total Hours	110	50	160

Subject Description

CMC DBA – Students will learn introductory knowledge of and skills with databases, including relational databases, such as Microsoft SQL Server. Students will be familiar with core database concepts, create database objects, manipulate data, understand data storage and administer a database.

CMC BUS-Students will learn how to connect to data sources and perform data transformations, modeling and visualizing data by using Microsoft Power BI Desktop, and configuring dashboards by using the Power BI service. Students will learn to implement direct connectivity to Microsoft SQL Azure and SQL Server Analysis Services and implement data analysis in Microsoft Excel.

CMC EXL –Students will learn how to use Microsoft Excel to perform data analysis. Student will be able to consume, transform, model, and visualize data in Excel. Students will learn how to configure and manipulate data in PowerPivot, PivotTables, and PivotCharts.

Registration	\$100.00
Tuition	\$8395.00
Books & Supplies	\$1500.00
Other – Certification exam	\$2000.00

Total

\$11995.00

PROGRAM TRAINING COMPLETION REQUIREMENTS

Students must complete each course with a final exam grade of 70% or more.

Students must pass a minimum of two of the following four industry exams Excel, Excel Expert, MTA Database, Microsoft Power BI

Cybersecurity Specialist Program

Program Description –Graduates of this program will be able to monitor, detect, investigate, analyze and respond to Cybersecurity events thus protecting systems from cybersecurity risks, threats, and vulnerabilities. Graduates will know how to respond to cybersecurity anomalies and execute preventive measures. Graduates may find entry level employment as Cybersecurity analyst, IT Security Specialist at Security Operations Centers (SOC).

Admission Requirements-

1. High school diploma or GED certification. Interview with an approved school admissions counselor
2. Submit documentation of Certiport Microsoft MTA Networking Test (70% or higher) **or**
3. Submit evidence of 6 months work experience in Information Technology Field – submit a resume with references.

Program Outline

Subject Number	Subject Title	Lecture clock hours	Lab clock hours	Total clock hours	Duration
CMS 2101	Security Fundamentals	30	10	40	4 weeks
CMC IT101	IT Service Management	20	04	24	2 weeks
CMC CBT5	IT Governance	20	04	24	2 weeks
CIS C250	Cybersecurity Fundamentals	30	10	40	4 weeks
CIS C255	Cybersecurity Operations	30	10	40	4 weeks
	Total Hours	130	38	168	16 weeks

Subject Description

CMS 2101 – Security Fundamentals: Students will learn gain a baseline knowledge in the world of IT security. This course takes the student from basic concepts right into real-world implementations, cementing new knowledge by giving the opportunity to immediately see it in action and practice. The students will learn security basics like the three "A's" of security (authentication, authorization, and accounting), and learn how the Windows operating system secures files, websites, users, mail servers.

CMC IT101- IT Service Management: Students will learn foundational knowledge of IT service management, and how the IT Infrastructure Library (ITIL®) can help establish a framework for an organization to successfully deliver IT services to customers efficiently and effectively. Students will explore the basics of IT service management and delve into how people are vitally important to the ITIL® framework.

CMC CBT5 – IT Governance: The students will learn how COBIT 5 framework enables information and related technology to be governed and managed in a holistic manner for the whole enterprise, taking in the full end-to-end business and functional areas of responsibility, considering the IT-related interests of internal and external stakeholders.

CIS C250- Cybersecurity Fundamentals: This course teaches the students cyber security challenges faced by organizations with rapidly detecting cybersecurity breaches and effectively responding to security incidents. Students will learn about how teams of people in Security Operations Centers (SOC's) keep a vigilant eye on security systems, protecting organizations by detecting and responding to cybersecurity threats.

CIS C255- Cybersecurity Operations: This course prepares students to begin a career within a Security Operations Center (SOC), working with Cybersecurity Analysts at the associate level. This course provides the knowledge and skills needed to successfully handle the tasks, duties, and responsibilities of an associate-level Security Analyst working in a SOC

Registration	\$100.00
Tuition	\$8800.00
Books & Supplies	\$795.00
Other – Certification exam	\$2200.00
Total	\$11895.00

Cybersecurity Administrator Program

Program Description –Cybersecurity Administrator program designed to teach students the skills and abilities for providing managerial aspects of cybersecurity to an organization. Graduates of this program will be able to engineer, design, implement security policies that governs technical and personnel infrastructure of an organization. Graduates may find employment as Information Security officer, Cybersecurity Administrator, Information Security Analysts.

Other employment opportunities may include:

- **Incident Responder:** (Intrusion Analyst) is a cyber firefighter, rapidly addressing security incidents and threats within an organization.
- **Security Administrator:** Defend systems against unauthorized access, modification and/or destruction, monitor network traffic for unusual activity.
- **Security Analyst:** detects and prevents cyber threats to an organization, plan, implement and upgrade security measures and controls.
- **Security Architect:** designs, builds and oversees the implementation of network and computer security for an organization.
- **Security Auditor:** probes the safety and effectiveness of computer systems and their related security components
- **Security Consultant:** advisor, guide and all-round security guru, determine the most effective way to protect computers, networks, software, data and information systems against any possible attacks.
- **Information Security Manager:** manage an organization's IT security in every sense of the word – from devising imaginative security solutions to implementing policies and training procedures.
- **Security Specialist:** analyze and establish security requirements for your systems/networks.
- **Vulnerability Assessor:** scans applications and systems to identify vulnerabilities.

Admission Requirements: –

1. High school diploma or GED certification. Interview with an approved school admissions counselor
2. Submit documentation of Certipoint Microsoft MTA Security Test (70% or higher) or
3. Submit evidence of 12 months work experience in Information Technology Field – submit a resume with references.

Program Outline

Subject Number	Subject Title	Lecture clock hours	Lab clock hours	Total	Duration
CMC CEH	Ethical Hacking and Countermeasures	40	10	50	5 weeks
CMC CHFI	Computer Hacking Forensics Investigation	40	10	50	5 weeks
CMC ISC2	Information Security Professional	40	10	50	6 weeks
	Total Clock Hours	120	30	150	16 weeks

Subject Description

CMC CEH –Ethical Hacking and Countermeasures: Students will gain knowledge & skills to configure network perimeter defenses and perform scanning and simulated attacks on networks. Students will master how intruders escalate privileges and what steps can be taken to prevent such attack. Students will learn to work as penetration testers and Information systems auditors. (prerequisites: CMS 2101 – Security Fundamentals or CompTIA Security+CE certification)

CMC CHFI- Computer Hacking Forensics Investigation: Students will learn major forensic investigation scenarios and industry practices on various forensic investigation techniques and standard tools necessary to successfully carry-out computer forensic investigations. Students will learn to work as Cyber forensic investigators and, cybersecurity expert witnesses. (prerequisites: CMS 2101 – Security Fundamentals or CompTIA Security+CE certification)

CMC ISC2 – Information Security Professional: The students will learn how to become an information assurance professional who defines all aspects of IT security, including architecture, design, management, and controls. The students will learn how to manage day to day operations of cybersecurity for an organization by designing effective policies and implementing industry best practices. (prerequisites: CMS 2101 – Security Fundamentals or CompTIA Security +CE certification)

Registration	\$100.00
Tuition	\$7295.00
Books & Supplies	\$1500.00
Other – Certification exam	\$3100.00
Total	\$11995.00

Network Administrator Program

Program Description – Network Administrator Program is a comprehensive course designed to teach students network design, configuration, management and troubleshoot network failures. Graduates of this program will be able to support business enterprise networks. Graduates may find employment in network data centers, government and military network operation support centers.

Admission Requirements:

1. High school diploma or GED certification. Interview with an approved school admissions counselor
2. Submit documentation of Certipoint Microsoft MTA Networking Test (40% or higher) or
3. Submit evidence of 12 months work experience – submit a resume with references.

Program Outline

Subject Number	Subject Title	Lecture clock hours	Lab clock hours	Total clock hours	Duration
CMC CCNA	Network Technologies	60	20	80	6 weeks
CMC LNX	Linux Technologies	50	10	60	4 weeks
CMC MSW	Windows Technologies	60	20	80	6 weeks
	Total Clock Hours	170	50	220	16 weeks

Subject Description

CMC CCNA – Students will learn to work as network administrators with training in critical network equipment such as routers, switches and firewalls. Students will learn to configure, manage, troubleshoot network devices, implement security policies, provide enterprise wide support to business-critical networks.

CMC LNX- Students will learn to work as Linux administrators with training in various Linux open source software deployment options. Students will learn to configure Linux security, access management, cloud configuration options, Networking and VPN options.

CMC MSW – Students will learn to work as Microsoft Windows support administrator with training in Microsoft modern desktop operating systems. Students will learn how to install, deploy operating systems, mobile device configuration, device security and deploying applications to desktop & server environments.

Registration	\$100.00
Tuition	\$8495.00
Books & Supplies	\$1500.00
Other – Certification exams	\$1900.00
Total	\$11995.00

Project Management Program

Program Description – Project Management program is a comprehensive course designed to teach students industry recognized project management processes and methodologies. Graduates of this program will be able to manage projects by communicating with stake holders; planning, monitoring, and appraising initiating, coordinating, and enforcing systems, policies, and procedures.

Project managers are always in demand. No matter what the industry, there will be a need for qualified professionals to plan and provision the work. As such, completing the Project Management Program provides the following employment opportunities:

- **Assistant Project Manager or Project Coordinator/Expediter:** This is an entry-level position in which you would work side-by-side with experienced project managers to help accomplish tasks and learn the ropes of project management.
- **Associate Project Manager:** This is another entry-level position in which you would work with other project managers to oversee a project.
- **Business Project Manager:** This is typically a corporate position that may work with clients, work within company infrastructure, or consult with other business projects.
- **Construction Project Manager:** Project management within the construction industry involves supervision of construction projects. Examples of tasks may include supervising the building of residential homes, commercial properties, or other building projects.
- **Information Technology (IT) Project Manager:** In this position you would work with computers, servers, and entire networks, including building and maintaining computer systems.
- **Software Project Manager:** This position is similar to an IT project manager, but it deals specifically with updating software. In this position you would need to oversee the development and improvement of existing and new software.
- **Product Manager:** Within this position you would focus on a specific product, its manufacturing, promotion, and pricing.
- **Project Coordinator:** This is another entry-level position that focuses on doing lighter tasks, such as planning and organization, that assist the main project managers.
- **Senior Project Manager:** This is the highest position that you can obtain as a project manager. It takes about ten years of experience as a project manager to become a senior project manager.

Admission Requirements: High school diploma or GED.

Admission Requirements: –

1. High school diploma or GED certification. Interview with an approved school admissions counselor
2. Submit evidence of 12 months work experience – submit a resume with references.

Program Outline

Subject Number	Subject Title	Lecture clock hours	Lab clock hours	Total clock hours	Duration
CMC IT101	IT Service Management	20	04	24	2 weeks
CMC CBT5	IT Enterprise Governance	20	04	24	2 weeks
CMC PSM	Agile Scrum Project Development	20	04	24	2 weeks
CMC LSS	Lean Six Sigma Process Improvement	20	04	24	2weeks
CMC CSF	NIST Cybersecurity Foundation	20	04	24	2 weeks

CMC PMI	Project Management Foundation	35	05	40	6 weeks
	Total Clock Hours	135	25	160	16 weeks

Subject Description

CMC IT101- IT Service Management: Students will gain knowledge & skills necessary to provide IT service management as defined by IT Infrastructure Library (ITIL®). Skills gain from this framework training can help an organization to successfully deliver IT services to customers efficiently and effectively. (prerequisite – none)

CMC CBT5 – IT Enterprise Governance: The students will gain knowledge and skills to implement COBIT 5 framework that enables information and related technology to be governed and managed in a holistic manner for the whole enterprise. Student will gain skills required to identify the full end-to-end business and functional areas of responsibility, considering the IT-related interests of internal and external stakeholders. (prerequisite – none)

CMC PSM – Agile Scrum Project Development: The students will gain knowledge & skills required to manage a project using an adaptive approach. Agile Scrum is often perceived as a methodology; but rather than viewing Scrum as a methodology, students will gain knowledge & skills to use agile as a framework for managing a process. (prerequisites – none)

CMC LSS - Lean Six Sigma Process Improvement: The students will gain knowledge & skills to analyze existing business processes and apply the various aspects of the Define, Measure, Analyze, Improve and Control (DMAIC) methodology that enables companies to drastically improve their profitability via improved quality all while lowering process cost. (prerequisite – none)

CMC CSF - NIST Cybersecurity Foundation: The students will gain knowledge & skills implement NIST Cybersecurity Framework within organizations. Students will gain skills to identify the risk factors, cybersecurity activities, desired outcomes, and relevant cybersecurity reference points common across critical infrastructure sectors. (prerequisite – none)

CMC PMI - Project Management Foundation: The students will learn how to initiate, plan, execute, monitor/control and close projects. This course classifies project management activities into five domains or process groups agreed upon by the Project Management Institute (PMI) and documented in the Guide to the Project Management Body of Knowledge (PMBOK). (prerequisites – CSM PSM)

Registration	\$100.00
Tuition	\$8295.00
Books & Supplies	\$1300.00
Other – Certification exam	\$2300.00
Total	\$11995.00

Logistics & Supply Chain Management Program

Program Description – Logistics and supply chain program is designed to teach students the skills and abilities to understand critical changes in the marketplace and in the evolving roles and responsibilities of operations and supply chain managers. Graduates of this program will be able to master key considerations for planning, inventory control, continued improvement, identification and management of market segments. Graduates may find employment as import export managers, logistics & operations managers, import export coordinators. Other employment opportunities may include;

- **Purchasing Agent** - Purchases equipment, parts or services needed for the operation of a manufacturing establishment. Prepares purchase orders, solicits bid proposals and reviews requisitions for goods and services. Negotiates and administers contracts with suppliers, vendors and other representatives.
- **Operations Manager** - Responsible for the overall operations of a public or private organization. Directs and coordinates activities dealing with the production, pricing, sales or distribution of products. Reviews performance data to measure productivity and identify areas needing cost reduction or process improvement.
- **Logistics Analyst** - Analyzes supply chain processes to identify or recommend optimizations and improvements. Maintains databases that compile and organize logistics information. Provides ongoing analyses in areas such as transportation costs, parts procurement, back orders or delivery processes.
- **Purchasing Manager** - Plans and directs the activities of buyers, purchasing officers and others involved in purchasing materials, products and services. Represents companies in negotiating contracts and formulating policies with various suppliers. Interviews and hires staff and oversees the training and development of existing employees.
- **Supply Chain Manager** - Directs and coordinates supply chain processes to limit costs and improve accuracy, customer service and safety. Monitors forecasts and quotas to identify changes and determine their effect on supply chain activities. Develops procedures to help coordinate supply chain efforts with other departments, such as sales, marketing, finance, production and quality assurance.
- **Logistician** - Analyzes and coordinates an organization's logistical functions. Develops and maintains positive relationships with a client's key personnel involved in logistics activity. Reviews logistics performance with customers, weighing against targets, benchmarks and service agreements.
- **Logistics Manager** - Coordinates an organization purchasing warehousing, distribution, forecasting, customer service and planning efforts. Manages the personnel and systems involved in daily logistics operations. Collaborates with other departments to integrate logistics with business systems or processes.
- **Storage and Distribution Manager** - Oversees a facility's storage or distribution operations or that of an organization that's engaged in storing or distributing materials or products. Interviews, selects, trains and supervises warehouse personnel. Develops and implements warehouse safety and security activities and programs.

Admission Requirements: High school diploma or GED with 2 years of work experience in warehouse operations, customer service, retail industry or related business

Program Outline

Subject Number	Subject Title	Lecture clock hour	Lab clock hours	Total clock hours	Duration
CMC IT101	IT Service Management	20	04	24	2 weeks
CMC CBT5	IT Enterprise Governance	20	04	24	2 weeks
CMC LSS	Lean Six Sigma Process Improvement	20	04	24	2 weeks
CMC CSF	NIST Cybersecurity Foundation	20	04	24	2 weeks
CMC CSCP	Supply Chain Management Foundation	50	10	60	8 weeks
	Total Hours clock hours	130	26	156	16 weeks

Subject Description

CMC IT101- IT Service Management: Students will gain knowledge & skills necessary to provide IT service management as defined by IT Infrastructure Library (ITIL®). Skills gain from this framework training can help an organization to successfully deliver IT services to customers efficiently and effectively. (prerequisite – none)

CMC CBT5 – IT Enterprise Governance: The students will gain knowledge and skills to implement COBIT 5 framework that enables information and related technology to be governed and managed in a holistic manner for the whole enterprise. Student will gain skills required to identify the full end-to-end business and functional areas of responsibility, considering the IT-related interests of internal and external stakeholders. (prerequisite – none)

CMC LSS - Lean Six Sigma Process Improvement: The students will gain knowledge & skills to analyze existing business processes and apply the various aspects of the Define, Measure, Analyze, Improve and Control (DMAIC) methodology that enables companies to drastically improve their profitability via improved quality all while lowering process cost. (prerequisite – none)

CMC CSF - NIST Cybersecurity Foundation: The students will gain knowledge & skills implement NIST Cybersecurity Framework within organizations. Students will gain skills to identify the risk factors, cybersecurity activities, desired outcomes, and relevant cybersecurity reference points common across critical infrastructure sectors. (prerequisite – none)

CMC CSCP – Supply Chain Management Foundation: The students will learn skills require to conduct effective customer relationship management (CRM), Fundamentals of supplier relationship management (SRM), SCOR framework, supply chain dynamics and the balance of responsiveness and efficiency and tools and techniques to support continuous improvement. (prerequisite – none)

Registration	\$100.00
Tuition	\$7345.00
Books & Supplies	\$2000.00
Other – Certification exam	\$2500.00
Total	\$11945.00

ComputerMinds.Com Seminar Schedule

ITIL Foundations Certification Training (8 AM-5 PM) 24 Clock Hours					
2019	Jan 9 - 11	Mar 6 - 9	May 8 - 10	Aug 7 - 9	Nov 6 - 8
2020	May 6 - 8	July 8 - 10	Sep 9 - 11	Nov 11 - 13	Dec 9 - 11
2021	Jan 13 - 15	Mar 10 - 12	May 12 - 14	July 14 - 16	Sep 15 - 17
2022	Feb 9 - 11	April 6 - 8	July 13 - 15	Oct 5 - 7	Dec 7 - 9

Agile Scrum Training (8 AM-5 PM) 24 Clock Hours					
2019	Jan 16 - 18	Mar 13 - 15	May 15 - 17	July 10 - 12	Oct 9 - 11
2020	May 13 - 15	July 15 - 17	Sep 16 - 18	Nov 18 - 20	Dec 16 - 18
2021	Jan 20 - 22	Mar 17 - 19	May 19 - 21	July 21 - 23	Sep 15 - 17
2022	Jan 19 - 21	Mar 16 - 18	May 18 - 20	Aug 10 - 12	Nov 9 - 11

Lean Six Sigma Training (8 AM-5 PM) 24 Clock Hours					
2019	Jan 23 - 25	Mar 20 - 22	May 22 - 24	July 17 - 19	Sep 18 - 20
2020	May 13 - 15	July 15 - 17	Sep 16 - 18	Nov 11 - 13	Dec 9 - 11
2021	Jan 20 - 22	Mar 17 - 19	May 19 - 21	July 21 - 23	Sep 22 - 24
2022	Jan 12 - 14	Mar 9 - 11	May 11 - 13	July 13 - 15	Sep 14 - 16

COBIT 5 Training (8 AM-5 PM) 24 Clock Hours					
2019	Jan 29 - Jan 31	Mar 27 - 29	May 29 - 31	July 10 - 12	Sept 11 - 13
2020	Mar 18 - 20	May 20 - 22	July 8 - 10	Sep 23 - 25	Dec 16 - 18
2021	Jan 27 - 29	Mar 24 - 26	May 19 - 21	July 21 - 23	Sep 22 - 24
2022	Jan 26 - 28	Mar 23 - 25	May 25 - 27	July 6 - 8	Oct 5 - 7

Project Management Training (8 AM - 5 PM) 40 Clock Hours					
2019	Feb 4 - 8	Apr 8 - 12	June 3 - 7	Aug 5 - 9	Sept 16 - 20
2020	Apr 6 - 10	June 8 - 12	Aug 3 - 7	Oct 5 - 9	Nov 2 - 6
2021	Feb 8 - 12	Apr 5 - 9	June 7 - 11	Oct 4 - 8	Nov 8 - 12
2022	Feb 7 - 11	Apr 4 - 8	June 6 - 10	Aug 22 - 26	Oct 17 - 21

24 Clock Hours (8 AM - 5 PM)	2019	2020	2021	2022
Configuring Windows 8	Mar 4 - 6	Jan 13 - 15	Feb 8 - 10	Jan 10 - 12
Managing and Maintaining Windows 8	Apr 15 - 17	Feb 10 - 12	Mar 15 - 17	Feb 14 - 16
Installing and Configuring Windows Server 2012	May 13 - 15	Mar 23 - 25	Apr 5 - 7	Apr 11 - 13
Administering Windows Server 2012	June 10 - 12	Apr 13 - 15	May 10 - 12	May 16 - 18
Configuring Advanced Windows Server 2012 Services	July 8 - 10	May 4 - 6	June 7 - 9	June 13 - 15
Designing and Implementing a Server Infrastructure	Aug 19 - 20	July 13 - 15	Aug 2 - 4	Aug 15 - 17
Implementing an Advanced Server Infrastructure	Oct 7 - 9	Aug 17 - 19	Oct 4 - 6	Oct 3 - 5

Computer Systems Administrator Seminar (8 AM - 5 PM) 160 Clock Hours	2019	2020	2021	2022
	Mar 4 - 29	May 4 – May 29	Feb 8 - Apr 16	Jan 3 – Feb 4

CompTIA A+ Training (8 AM-5 PM) - 40 Clock Hours				
2019	Feb 4 – 8	May 20 – 24	July 8 - 12	Aug 5 - 9
2020	May 4 - 8	Aug 10 - 14	Sept 14 - 18	Nov 16 - 20
2021	Jan 11 - 15	May 17 - 21	Aug 23 - 27	Nov 15 - 19
2022	Feb 7 - 11	May 16 - 20	July 11 - 15	Sept 12 - 16

CompTIA Network+ Training (8 AM-5 PM) 40 Clock Hours				
2019	Feb 11 – 15	May 13 – 17	July 22 - 26	Aug 12 - 16
2020	May 11 - 15	Aug 24 - 28	Sept 7 - 11	Nov 9 - 13
2021	Jan 11 - 15	May 10 - 14	Aug 23 - 27	Nov 15 - 19
2022	Feb 14 - 18	May 16 - 20	July 11 - 15	Sept 12 - 16

CompTIA Security+ Training (8 AM-5 PM) 40 Clock Hours				
2019	Feb 4 – 8	May 20 – 24	June 17 - 21	Aug 19 - 23
2020	May 4 - 8	Aug 10 - 14	Nov 16 - 20	Dec 7 - 11
2021	Jan 4 - 8	May 17 - 21	Aug 16 - 20	Nov 12 - 16
2022	Feb 7 - 11	May 16 - 20	July 18 - 22	Sept 19 - 23

CompTIA Server+ Training (8 AM-5 PM) 40 Clock Hours				
2019	Feb 4 – 8	May 20 – 24	July 22 - 26	Aug 12 - 16
2020	May 4 - 8	Aug 10 - 14	Sept 7 - 11	Nov 9 - 13
2021	Jan 11 - 15	May 17 - 21	Aug 23 - 27	Nov 15 - 19
2022	Feb 7 - 11	May 16 - 20	July 11 - 15	Sept 12 - 16

(8AM-5PM) 40 Clock Hours				
Cisco Certified Network Associate (CCNA) Training				
Cisco Routing Professional Training				
Cisco Switching Professional Training				
Cisco Troubleshooting Professional Training				
Cisco Support Technician Certification Training				
Cisco Security Certification Training				
2019	Feb 4 – 8	May 20 – 24	June 17 - 21	Aug 19 - 23
2020	May 4 - 8	Aug 10 - 14	Sept 7 - 11	Nov 9 - 13
2021	Jan 11 - 15	May 17 - 21	Aug 16 - 20	Nov 15 - 19
2022	Feb 7 - 11	May 16 - 20	July 18 - 22	Sept 19 - 23

(8 AM-5 PM) 40 Clock Hours				
Cisco Routing Professional Training				
Cisco Switching Professional Training				
Cisco Troubleshooting Professional Training				
2019	Feb 11 – 15	May 13 – 17	July 22 - 26	Aug 12 - 16
2020	May 11 - 15	Aug 24 - 28	Sept 7 - 11	Nov 9 - 13
2021	Jan 11 - 15	May 10 - 14	Aug 23 - 27	Nov 15 - 19
2022	Feb 14 - 18	May 16 - 20	July 11 - 15	Sept 12 - 16

(8 AM-5 PM) 40 Clock Hours				
Information Systems Security Professional				
Basic Microsoft Office Specialist Certification Training				
Advanced Microsoft Office Specialist Certification Training				
CompTIA Advanced Security Professional				
2019	Feb 11 - 15	May 13 - 17	July 15 - 19	Sept 16 - 20
2020	May 18 - 22	July 6 - 10	Sept 14 - 18	Nov 16 - 20
2021	Jan 11 - 15	May 10 – 14	Aug 16 – 20	Nov 15 - 19
2022	Feb 7 - 11	May 9 - 13	July 11 - 15	Sept 12 - 16

Advanced Microsoft Office Specialist Certification Training (8AM-5PM) 40 Clock Hours				
2019	Feb 18-22	May 20-24	July 22 - 26	Aug 12 - 16
2020	June 8 - 12	Aug 10 - 14	Oct 5 - 9	Dec 7 - 11
2021	Jan 25 - 29	May 17 – 21	Aug 23 – 27	Nov 15 - 19
2022	Feb 21 - 25	May 16 - 20	July 18 - 22	Oct 3 - 7

Linux Training 8AM-5PM – Monday – Thursday (60 Clock Hours)				
2019	Feb 18 – Feb 28	Apr 8 - 18	June 3 - 13	Aug 19 - 29
2020	April 6 - 16	June 8 - 19	Sept 7 - 17	Dec 7 - 18
2021	Jan 4 - 15	May 10 – 21	Aug 9 – 20	Nov 8 - 19
2022	Feb 7 – 17	May 9 - 19	Aug 8 - 18	Oct 17 - 27

Cloud Technician			
2019	Jan 14 – Feb 1	May 13 – June 7	Oct 7 - 25
2020	May 4 - 22	Sep 7 – Sept 25	Nov 2 - 20
2021	Jan 11 – Jan 29	May 3 - 21	Oct 4 - 22
2022	Jan 18 – Feb 1	May 9 - 27	Oct 3 - 21

Cloud Administrator - Training Basic			
2019	Jan 14 – Feb 1	May 13 – June 7	Oct 7 - 25
2020	May 11- 29	Sep 14 - Oct 2	Nov 2 - 20
2021	Jan 11 – 29	May 10 - 28	Oct 4 - 22
2022	Jan 10 – 31	May 9 - 27	Oct 3 - 21

CompTIA A+ Beginner Training (Extended) 80 Clock Hours : Mon.-Fri. 8AM-5PM					
2019	Jan 14 - Jan 25	Mar 11 - Mar 22	May 13 - May 24	July 8 - 19	Oct 7 - 18

2020	Feb 3 - 14	May 4 - 15	July 6 - 17	Sep 14 - 25	Nov 9 - 20
2021	Jan 4 - s15	Mar 15 - 26	May 4 - 15	July 12 - 23	Sep 6 - 17
2022	Jan 10 - 21	Mar 7 - 18	May 9 - 20	July 11 - 22	Oct 10 - 21

CompTIA Network+ Training (Extended) 80 Clock Hours : Mon.-Fri. 8AM-5PM					
Cisco Certified Network Associate (CCNA) Extended Training					
2019	Jan 21 -Feb 1	Mar 18 – 29	June 6 – 17	Aug 5 - 16	Oct 14 - 25
2020	Mar 9 - 20	May 11 - 22	July 13 - 24	Oct 5 - 16	Dec 7 – 18
2021	Jan 19 – Feb 2	Mar 13 – 26	June 7 - 18	July 12 - 30	Sep 13 - Oct 1
2022	Jan 24 - Feb 4	Mar 14 – 25	June 6 – 17	Aug 8 – 19	Oct t 17 - 28

Network Support Technician Entry	2019	Jan 21 – Mar 22	May 13 – July 12	Sept 2 – Nov 8
	2020	Jan 4 – Mar 20	May 11 – July 24	Oct 5 – Dec 18
	2021	Jan 4 – Mar 12	May 10 – July 12	Sep 13 – Nov 19
	2022	Jan 24 – Mar 20	May 16 – July 11	Sep 12 – Nov 14

Computer User Support Specialist – level I	2019	Jan 21 – Mar 22	May 13 – July 12	Sep 16 – Nov 15
	2020	Jan 4 – Mar 20	May 11 – July 24	Oct 5 – Dec 18
	2021	Jan 11 – Mar 12	May 10 – July 16	Sep 13 – Nov 19
	2022	Jan 10 – Mar 18	May 9 – July 15	Sep 12– Nov 18

Computer User Support Specialist – level II	2019	Jan 21 – Mar 22	May 13 – July 12	Sep 16 – Nov 15
	2020	Jan 4 – Mar 20	May 11 – July 24	Oct 5 – Dec 7
	2021	Jan 11 – Mar 12	May 10 – July 16	Sep 13 – Nov 19
	2022	Jan 10 – Mar 18	May 9 – July 15	Sep 12 – Nov 18

Desktop Support Technician Training	2019	Jan 21 – Mar 22	May 13 – July 12	Sep 16 – Nov 15
	2020	Jan 4 – Mar 20	May 11 – July 15	Oct 5 – Dec 7
	2021	Jan 11 – Mar 12	May 10 – July 16	Sep 13 – Nov 19
	2022	Jan 10 – Mar 18	May 9 – July 15	Sep 12 – Nov 18

Network Support Technician Training	2019	Jan 21 – Mar 22	May 13 – July 12	Sep 16 – Nov 15
	2020	Jan 4 – Mar 20	May 11 – July 15	Oct 5 – Dec 7
	2021	Jan 11 – Mar 12	May 10 – July 16	Sep 13 – Nov 19
	2022	Jan 10 – Mar 18	May 9 – July 15	Sep 12 – Nov 18

Bank Information Technology Training	2019	Jan 21 – Mar 22	May 13 – July 12	Sep 16 – Nov 15
	2020	Jan 4 – Mar 20	May 11 – July 15	Oct 5 – Dec 7
	2021	Jan 11 – Mar 12	May 10 – July 16	Sep 13 – Nov 19
	2022	Jan 10 – Mar 18	May 9 – July 15	Sep 12 – Nov 18

Picture Archiving Communications System (PACS) Administrator Training	2019	Jan 21 – Mar 22	May 13 – July 12	Sep 16 – Nov 15
	2020	Jan 4 – Mar 20	May 11 – July 15	Oct 5 – Dec 7
	2021	Jan 11 – Mar 12	May 10 – July 16	Sep 13 – Nov 19
	2022	Jan 10 – Mar 18	May 9 – July 15	Sep 12 – Nov 18

Supply Chain Management Training	2019	Jan 21 – Mar 22	May 13 – July 12	Sep 16 – Nov 15
	2020	Jan 4 – Mar 20	May 11 – July 15	Oct 5 – Dec 7
	2021	Jan 11 – Mar 12	May 10 – July 16	Sep 13 – Nov 19
	2022	Jan 10 – Mar 18	May 9 – July 15	Sep 12 – Nov 18

Advanced Network Professional Training	2019	Jan 21 – Mar 22	May 13 – July 12	Sep 16 – Nov 15
	2020	Jan 4 – Mar 20	May 11 – July 15	Oct 5 – Dec 7
	2021	Jan 11 – Mar 12	May 10 – July 16	Sep 13 – Nov 19
	2022	Jan 10 – Mar 18	May 9 – July 15	Sep 12 – Nov 18

Seminar - 80 Clock Hours:	2019	2020	2020	2021	2021	2022
Microsoft Administrator Training	May 13 - 24	June 8-26	Nov 2- 20	Mar 15- Apr 2	Sep 6 – 24	May 9 - 30
Microsoft Windows 10 Training	May 13 - 24	July 7-21	Dec 7-23	Mar 1-19	Sep 6 – 24	May 9 - 30
Computer Hacking Forensics Training	May 6 - 17	June 8-26	Nov 2- 20	Mar 8-26	Sep 6 – 24	May 9 - 30
Cybersecurity Incident Handler Training	May 13 - 24	July 6 - 17	Dec 7 - 23	Mar 8 -26	Sep 6 – 24	May 9 - 30
Cybersecurity Professional Training	May 6 - 17	July 7- 21	Nov 2- 20	Mar 8 - 26	Sep 6 – 24	May 9 - 30

Night classes

80 Clock Hours: Mon, Tue & Thu 6 PM to 10 PM

Database Administrator Training	Jan 7 – 18, 2019	May 6 – 17, 2019
	June 1 – Aug 31, 2020	Sep 7 – Dec 4, 2020
	Jan 11 - Apr 26, 2021	June 4 - Aug 31, 2021

80 Clock Hours: Mon, Tue & Thu 6 PM to 10 PM

CompTIA A+ Beginner (Extended)	Jan 7 – 18, 2019	May 6 – 17, 2019
	June 1 – Aug 31, 2020	Sep 7 – Dec 4, 2020
	Jan 11 - Apr 26, 2021	June 4 - Aug 31, 2021

80 Clock Hours: Mon, Tue & Thu 6 PM to 10 PM

Cisco CCNA Extended Training	Jan 7 – 18, 2019	May 6 – 17, 2019
	June 1 – Aug 31, 2020	Sep 7 – Dec 4, 2020
	Jan 11 - Apr 26, 2021	June 4 - Aug 31, 2021

Program - 150 Clock Hours: Mon.-Fri. 8 AM-5 PM	2020	2020	2021	2021	2022
Cybersecurity Administrator Program	June 1 – June 25	Oct 26 - Nov 25	Mar 1 – April 31	Sep 6 – Oct 6	May 2 – June 3

Program - 156 Clock Hours: Mon.-Fri. 8 AM-5 PM	2020	2020	2021	2021	2022
Logistics & Supply Chain Management Program	Jan 6 - 31	May 4 - 29	Feb 1 – Mar 1	June 7 – July 1	Oct 3- 27

Program - 160 Clock Hours: Mon.-Fri. 8 AM-5 PM	2020	2020	2021	2021	2022
Project Management Program	June 1 - June 26	Oct 26 - Nov 20	Mar 1 - 26	Sep 6 – Oct 4	May 2 – June 1
Database & Business Analyst Program	Jan 6 – Feb 3	May 4 – June 1	Feb 1 – Mar 1	June 7 – July 6	Oct 3- 31

Program - 168 Clock Hours: Mon.-Fri. 8 AM-5 PM	2020	2020	2021	2021	2022
Cybersecurity Specialist Program	June 1 – June 29	Oct 26 - Nov 23	Mar 1 - 29	Sep 6 – Oct 5	May 2 – June 1

Program - 220 Clock Hours: Mon.-Fri. 8 AM-5 PM	2020	2020	2021	2021	2022
Network Administrator Program	Jan 6 – Feb 14	May 4 – June 10	Feb 1 – March 10	June 7 – July	Oct 3- Nov 9

Class start dates subject to change based on class enrollment