BETHEL SCHOOL

OF TECHNOLOGY

Catalog

July 1st, 2018 - June 30th, 2019

Bethel School of Technology Catalog

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GENERAL INFORMATION

Catalog Rights and Changes. This catalog is effective as of July 31th, 2018 until June 30th, 2019. Special care is given to ensure information in this publication is an accurate description of programs, policies, procedures, facilities, personnel, and other matters relevant to the operation of Bethel School of Technology.

It is the intention of Bethel School of Technology to protect the rights of students with respect to curriculum and completion requirements. There are times when catalog requirements may change. Bethel School of Technology will make every effort to ensure a student's' program plan does not change wherever possible.

Bethel School of Technology has the right at its discretion to make reasonable changes in program content, class schedules, materials and equipment, as it deems necessary in the interest of improving the student's educational experience. Bethel School of Technology reserves the right to make changes in policy and procedures as circumstances dictate. When ongoing federal, state, accreditation and/or professional changes occur that affect students currently in attendance, Bethel School of Technology will make the appropriate changes and notify the students accordingly. Bethel School of Technology will authorize substitutions for discontinued courses where appropriate.

Bethel School of Technology offers certain programs that are in partnership with outside organizations. Data Science and Full Stack Development programs are powered by Woz-u. Woz-u offers instruction, curriculum design and career services for the Data Science program. Woz-u offers curriculum design and career services for the Full Stack web development program online and on campus. Kalos Consulting provides instruction, curriculum design and career services for FileMaker online. All Spiritual curriculum design and instruction has been provided by Bethel School of Technology. Bethel School of Technology oversees all policy, admissions, retention, marketing and any student procedure within all programs.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at Bureau for Private Postsecondary Education 2535 Capitol Oaks Drive, Suite 400, www.bppe.ca.gov, Phone: (916) 431-6959, Main Fax: (916) 263-1897.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

This Catalog is available online on our school's website www.betheltech.net or is available upon request at 4712 Mountain Lakes Blvd. Redding CA 96003

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's Internet Web site http://www.bppe.ca.gov/

MISSION

The mission of Bethel School of Technology is simple: To send believers into the marketplace who are highly skilled and maintain a spirit of excellence in their field of choice. We are equipping Bethel School of Technology students to carry the presence of God into work environments, creating a profound positive impact on the organizations that they serve. This online and in-person school is meant to raise up the best and brightest in the technology world, and train them to demonstrate the wisdom, character, and power of a superior kingdom. Ultimately, our greatest desire is to see our students serve some of the finest companies in the world with excellence, dedicated to helping these organizations become fully actualized, high performing companies.

OBJECTIVES

- Provide CLASSROOM BASED INSTRUCTION & ONLINE COMPUTER BASED LEARNING in coding languages that meet employer demand.
- Implement new programs in coding languages that meet ongoing technology changes
- Promote a work environment that allows for the hiring and retention of top personnel
- Provide an individualized approach for job search strategies to each student
- Bridge the IT Talent Gap:
  - Currently, there are 500,000 open jobs in tech-related sectors, and experts predict there will be more than a million unfulfilled programming jobs by 2020. Bethel School of Technology teaches individuals the necessary skills for some of the most in-demand IT roles, including

software development, and equips them to attain higher-paying jobs in the tech space.
- ■ https://www.cio.com/article/3068595/leadership-management/it-talent-gap-an-existential-threat-in-need-of-new-tactics.html
- Hosting His Presence:
  - ○ Bethel School of Technology is dedicated to helping our students cultivate an awareness of His presence in their daily lives. The Presence of God transforms the world within us as it impacts the environment around us.
- Serve with Excellence:
  - ○ Bethel School of Technology is committed to teaching our students how to cultivate and steward excellent character. Excellence is the result of caring more than others think is wise, risking more than others think is safe, dreaming more than others think is practical and expecting more than others think is possible.
- Create Impact:
  - ○ The awareness of God's presence and the dedication to excellence is a force multiplier in advancing technology, increasing productivity, and enhancing creativity. Ultimately these attributes increase the impact of our lives on both the environments we serve and the people we serve with.

APPROVALS

The school is an unaccredited school and is not eligible for federal financial aid programs. Bethel School of Technology Redding campus operates under the Bureau of Post Private Education within the State of California. Bethel Tech is a private institution and that it is approved to operate by the Bureau for Private Postsecondary Education.

Bankruptcy Statement

Bethel Tech has NO pending petition in bankruptcy, is NOT operating as a debtor in possession, HAS NOT filed a petition within the preceding five years, or HAS NOT had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code.

DESCRIPTION OF AVAILABLE SPACE, FACILITIES AND EQUIPMENT

FACILITIES

Bethel School of Technology is located at 4712 Mountain Lakes blvd. Suite 450 Redding Ca, 96003. The approximately 2300 square feet facility has office space for employees, an open area for teamwork and ample classroom space. The facility has ample parking to accommodate students and staff.

Instruction of the on campus program occurs at 933 College View Dr. Redding Ca 96003 The approximately square feet facility has classrooms that seat from 20 - 300 students, an sancuantary that seats 1000, a coffee shop, break areas, prayer chapel, bathrooms, administrative offices and ample parking to accommodate students and staff.
www.betheltech.net

Students who attend Bethel Tech on campus will be provided with access to a classroom with tables, chairs, electric charging stations for laptops, Air conditioning and heat as well as Wifi. Students will have to provide their own computers in order to attend our program on campus.

LEARNING RESOURCES

Students have access to Bethel School of Technology online resources 24/7. Other information and resources that a student may need are located on the internet.

FACULTY AND STAFF MEMBERS

Ryan Collins, Chief Executive Officer
Johanna Wilson, Chief Operations Officer
Dann Farrelly, Chief Academic Officer, Instructor
Richard Gordon, Revival Group Pastor, Instructor
Brent Watson, Director of Career Services
Meredith Dodd, Data Science Online Instructor
Adib Hanna, Full Stack Web Instructor

Molly Connolly, FileMaker Instructor
Brandon Hayes, FileMaker Career Services Instructor
Cara Santos, Admissions Counselor
Mika Maeshiro, Admissions Counselor
Jacob Cook, Admissions Counselor
Zach Knopes, Spiritual Mentor
Alyssa Hughey, Administrative Assistant
Enrollment Manager
Financial and Registration Representative
Coding Mentor

OWNERSHIP INFORMATION

Bethel School of Technology (Bethel Tech), a nonprofit 501c3 subsidiary of Bethel Church. Bethel Tech's governing board is appointed by Bethel Church. It's operations and administration is under the oversight of Bethel Church. The church administrative office is located at 933 College View Dr, Redding, CA 96003

ADMINISTRATIVE OFFICE ADDRESS:
4712 Mountain Lakes Blvd. Redding Ca 96003

INSTRUCTION PROVIDED AT:
933 College View Dr. Redding Ca 96003

LIST OF PROGRAMS OFFERED

Data Science Online
FileMaker online
Full Stack Web Development Online
Full Stack Web Development On Campus
FileMaker online

All programs will be taught in English and students will be required to communicate in proficient english in order to attend. Bethel School of Technology does not recruit, nor intend to recruit in a language other than english. Individuals who wish to attend Bethel School of Technology will need to show proficiency in English before they are able to attend. Those that are not able to communicate in English will be provided an interpreter to assist with

communication of the requirements for admission as a student at Bethel School of Technology. If a professional interpreter can not be found by Bethel School of Technology, the potential student will be asked to provide a family member or friend to interpret.

The definition of a professional interpreter is any person who provides communication facilitation between the potential student and others.

Any student who does not show proficiency in English and requests a interpreter must pass the standardized TOEFL test before admittance into the program will be granted.

TUITION AND FEES

FileMaker $9,500
Full Stack Web Development Online Tuition $12,900.00
Full Stack Web Development Campus Tuition $14,900.00
Data Science Online $15,900
Books $0.00
Enrollment Fee $0.00
Supplies $0.00
STRF Fee $0.00
Tools $0.00

Total Online Cost Data Science $15,900
Total Online Cost FileMaker: $9,500
Total Online Cost Full Stack Web Development $12,900.00
Total On Campus Cost Full Stack Web Development $14,900.00

Course materials such as books and software are included in the tuition.
Students must supply their own laptop, not a tablet. The programs require a PC running Windows 7 or newer with a minimum of 8GB of RAM.

Students attending the Online programs Data Science and Full Stack Web Development will need to provide 50% of their tuition costs at the start of their program due to length of course. Total cost of the program is due at the completion of 50% of the program. Failure to pay total for the programs at the 12th week of attendance for Data Science online and the 17th week of attendance for Full Stack Web Development online may result in withdrawal from the program. Tuition fees due for both programs at the start of their program are as follows:

Due at Start:
Data Science Online: $$7,950
Full Stack Web Development Online: $6,450

STUDENT TUITION RECOVERY FUND (STRF)

What is the STRF Fee?
The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education. You may be eligible for STRF if you are a California resident or are enrolled in a residency program, have prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.

2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.

3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other cost.

4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.

5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act. However, no claim can be paid to any student without a social security number or a taxpayer identification number.

NOTE: Authority cited: Sections 94803, 94877 and 94923 Education Code. Reference: Section 94923, Education Code. The School Must Collect this Fee from You. As of January 1, 2010, California Education Code Section 94923 requires all private postsecondary schools such as Bethel Tech to collect a fee from every new student to be remitted into the California Student Tuition Recovery Fund (STRF). Amount of Fee. The STRF fee is $0.00 per $1,000 dollars of tuition paid, rounded to the nearest $1,000, collected upon enrollment. You must pay the state-imposed assessment for the STRF if all of the following applies to you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepays all or part of your tuition either by cash,

guaranteed student loans, or personal loans, and

      2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third-party.

      You are not eligible for protection from the STRF and you are not required to pay the STRF fee if either of the following applies:

      1. You are not a California resident, or are not enrolled in a residency program, or

      2. Your total charges are paid by a third-party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

ANY OTHER EXPENSES

Students are responsible for their own accommodations as Bethel Tech does not provide any residence facility.

SCHOOL CALENDAR

2018/2019 HOLIDAYS TO BE OBSERVED

When an unexpected closure occurs due to extraordinary conditions such as inclement weather, students will be notified as soon as possible by phone and/or radio, and/or TV who provide closure information as a public service. Classes are not held on the following holidays:

Labor Day Monday, September 3rd
Thanksgiving Day Thursday, November 22nd
The day after Thanksgiving Friday, November 23rd
Christmas Eve Day Monday, December 24th
Christmas Day Tuesday, December 25 th
New Year's Eve Monday, December 31st
New Year's day Tuesday, January 1st
President's day Monday, February 18th
Good Friday Friday, April 19th
Memorial Day Monday, May 27

Cohort Start Dates per program

Day Immersive: Bethel School of Technology starts a new class every three months and is subject to availability of instructors and program interest.

Structured Online: Bethel School of Technology starts a new class every month and is subject to availability of instructors and program interest.

Start Dates: 2018/2019 school year

Data Science - ONLINE
October 22, 2018
January 21, 2019
March 18, 2019
June 17, 2019

FileMaker - ONLINE
July 23, 2018
October 22, 2018
January 21, 2019
March 18, 2019
June 17,2019
Full Stack Web Development- ONLINE
July 23, 2018
August 20, 2018
September 17, 2018
October 22, 2018
November 12, 2018
December 10, 2018
January 21, 2019
February 18, 2019
March 18, 2019
April 15, 2019
May 20, 2019
June 17, 2019

Full Stack Web Development OnCampus
January 21, 2019
May 20, 2019

SCHOOL HOURS OF OPERATION

Office Hours: 8:00 AM – 6:00 PM local time zone, Monday through Friday.
School Hours: 8:30 AM – 7:00 PM local time zone, Monday through Friday.
8:00 AM – 10:00 PM, Saturdays (when nights/weekend cohorts are being offered)

CLASS SCHEDULES

Day immersive students will attend class Monday through Friday from 8:30 AM to 5:30 PM for approximately twelve weeks.

For day immersive students, a ten-minute break will be taken for the last ten minutes of each hour, and lunch will be from 12:00 PM to 1:00 PM.
A course time hour is at least 50 minutes of instruction during a 60-minute period.

ADMISSIONS POLICIES

Individuals applying for this course are required to have:
1. Interview with an admissions representative; and
2. Applicants under the age of 18 require permission from a parent or legal guardian in order to enroll; and
3. Prospective students must have a high school diploma or equivalency diploma to be accepted for enrollment and must provide information on the completion of a diploma within their application.
4. Students that are from countries other than the United States will need to hold a valid Student visa to attend the on campus program. Students who are attending the course online in a country other than the United States will not be required to have a student visa.

Modalities are defined as:

"CLASSROOM BASED INSTRUCTION", offered as On-Site Immersive by Bethel School of Technology, at a campus location that is instructor led in a classroom.

"ONLINE COMPUTER BASED LEARNING", offered as Structured Online by Bethel School of Technology, that is web-based with instructor support or via simulcast.

We will match the modality with the student's learning preference subject to course availability.

Statement of Non-Discrimination. Bethel School of Technology does not discriminate on the basis of race, color, height, weight, national origin, age, marital status, gender, veteran status, or disability. In a continuing effort to enrich its academic environment and provide equal educational and employment opportunities, Bethel School of Technology actively encourages applications from members of all groups.

English as a Second Language (ESL) Instruction.
Bethel School of Technology does not currently offer English as a Second Language, Intensive English or English Language Learner instruction. Students must be able to read, write, speak, understand and communicate effectively in English. All courses are taught in English.

Bethel School of Technology does not recruit, nor intend to recruit in a language other than English. Individuals who wish to attend Bethel School of Technology will need to show proficiency in English before they are able to attend. Those that are not able to communicate in English will be provided an interpreter to assist with communication of the requirements for admission as a student at Bethel school of technology. If a professional interpreter cannot be found by Bethel School of Technology, the potential student will be asked to provide a family member or friend to interpret.

The definition of a professional interpreter is any person who provides communication facilitation between the potential student and others.

Any student who does not show proficiency in English and requests a interpreter must pass the standardized TOEFL test before admittance into the program will be granted. Bethel Tech does not provide english language services to students and instruction as in ESL is not provided to students who are not proficient in english. If a potential student decides to take the TOEFL test, Bethel Tech is not responsible for payment. The potential student will need to pay any fees associated with the test.

Prospective students for the CLASSROOM BASED INSTRUCTION and ONLINE COMPUTER BASED LEARNING may enroll up to 7 days prior to the start date of the program.

TRANSFER OF CREDIT

Bethel School of Technology does not accept credit for previous education, training or work experience. Bethel School of Technology does not guarantee transferability of our credits to another institution.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at Bethel School of Technology is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in Data Science, FileMaker or Full Stack Web Development is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Bethel School of Technology to determine if your certificate will transfer.

Oral Roberts University (ORU)has entered into an articulation agreement with Bethel School of Technology. ORU will accept up to 12 transfer credits into a chosen college program under the discretion of ORU and the student. The student will need to meet ORU's admission requirements as well as receive an evaluation of credit before they are able to begin the degree completion at ORU. It is at the discretion of ORU based off the students declared major as to which credits will transfer. The articulation agreement is available to any student who wish to view it upon request. Requests can be made through the admissions department by emailing admissions@betheltech.net or by calling 530-255-2018.

Bethel School of Technology does not provide credit for prior experiential learning from any institution. We do not allow students to transfer any credit in to our program.

Bethel Tech or any of its programs, are not accredited by an accrediting agency recognized by the United States Department of Education. Bethel Tech is unaccredited and does not offer an associate, baccalaureate, master's, or doctoral degree. A certificate program that is un-accredited or a certificate from an unaccredited institution is not recognized for some employment positions, including, but not limited to, positions with the State of California. A student enrolled in an unaccredited institution is not eligible for federal financial aid programs.

PAYMENT SCHEDULES

- Bethel School of Technology does not participate in any federal or state financial aid program.
- Bethel School of Technology partners with a variety of lender organizations to offer students access to personal education payment plans. However, students may choose any lender of their choice. Payment Plan terms, interest rates, and monthly payments are between the student and the lender of choice.
    - If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.
    - If the student received federal student financial aid funds, the student is entitled to a refund of the money's not paid from federal financial aid funds
    - if the student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:
        - The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
        - The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.
- Bethel School of Technology offers students who are alumni of Bethel School of Supernatural Ministry $500 scholarship.
    - Cannot be combined with other scholarships.

STUDENT'S RIGHT TO CANCEL AND REFUND POLICY
CANCELLATION AND REFUND POLICY:

The school must refund all monies paid if the applicant is not accepted. This includes instances where a starting program is cancelled by the school.

Three-Day Cancellation: An applicant who provides written notice of cancellation within three days (excluding Saturday, Sunday and federal and state holidays) of signing an

enrollment agreement is entitled to a refund of all monies paid. No later than 30 days of receiving the notice of cancellation, the school shall provide the 100% refund.

Other Cancellations: An applicant requesting cancellation more than three days after signing an enrollment agreement and making an initial payment, but prior to entering the school, is entitled to a refund of all monies paid

Withdraw and refund after commencement of program:

1. A student choosing to withdraw from the school after the student enters the program is to provide written notice to the COO of the school. The notice is to indicate the expected last date of attendance and be signed and dated by the student.
2. If training is terminated after the student enters the program, the school may retain the a percentage of the total tuition based off of the amount of days the students has attended the institution.
3. The amount owed equals the daily charge for the program (total institutional charge divided by the number of days in the program), multiplied by the number of days student attended, or was scheduled to attend prior to withdrawal. A student who withdraws before the 60% point in time in the session will receive a refund of applicable tuition. The amount of the refund is based on the percentage of the session that has not been completed.
4. The institution will refund 100 percent of the amount paid of institutional charges if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later.
5. Attendance is defined as: participation in or record of exams, quizzes, assignment submissions, attendance records, tutorials, revival group sessions.
6. Books, supplies and fees are included in the tuition and refunded under the tuition refund policy.
7. When calculating refund the official date of a student's termination is the last day of recorded attendance:
8. When the school receives written notice of the student's intention to discontinue the training program; or,
9. When the student is terminated for a violation of a published school policy which provides for termination; or,
10. When a student, without notice, fails to attend classes for thirty calendar days.

11. All refunds must be paid within thirty calendar days of the student's official termination date.
12. Refunds will be issued within 30 days of the date of student notification, or date of school determination (withdrawn due to absences or other criteria as specified in the school catalog), or in the case of a student not returning from an authorized Leave of Absence ("LOA"), within 30 days of the date the student was scheduled to return from the LOA and did not return.
13. The following reasons for refunds are applicable:
    a. Dismissal from the program *** See the Reasons for dismissal section of the catalog***
    b. Withdrawal from the program due to lack of attendance, personal emergency, financial hardship or any other situations that are communicated between the student and the institution within the withdrawal form.

POSTPONEMENT OF START DATE

Postponement of a starting date, whether at the request of the school or the student, requires a written agreement signed by the student and the school. The agreement must set forth:

a. Whether the postponement is for the convenience of the school or the student, and;

b. A deadline for the new start date, beyond which the start date will not be postponed.

If the course is not commenced, or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition and fees within 30 days of the deadline of the new start date set forth in the agreement, determined in accordance with the school's refund policy.

Housing Information

Bethel Tech does not provide any housing for students who attend it's programs. Student's who wish to attend on campus programs will need to find accommodations for themselves within Redding. Redding provides a number of apartments, homes and rooms for rent. Prices for individual rooms can range from $300-$600 per person per month. Apartment prices based off occupancy can range from $900-$1,500 per month. Renting a home in Redding based off occupancy can range from $900-$3,000 per months. Students are encouraged to research

local property management companies, online rental communities or contact apartment complexes for exact prices and availability.

Bethel Tech has NO responsibility to find or assist a student in finding housing. All students wishing to reside in Redding during attendance at Bethel Tech will need to find their own place to live.

Student Services

Spiritual Mentorship

Bethel School of Technology offers all of its students a one on one spiritual mentor. The Spiritual Mentor Lends strength to Bethel Tech to see the expansion of God's kingdom by providing spiritual support to enrolled students. The spiritual mentor fosters a greater connection between students and the Revival group Pastor. The mentor will meet one on one with students on a monthly basis providing spiritual and pastoral support. The spiritual mentor someone with strong communication, pastoral and coaching skills who is a graduate of The Bethel School of Supernatural Ministry.

Coding Mentorship

All of Bethel Tech students are provided program mentorship within the program. This mentor works in a cooperative setting with instructors, students, and support personnel to accomplish the mutual goal of training and placing students. They provide academic support, assisting students with instructional review, technical questions, debugging, code review and reinforcement conceptual knowledge. They also counsel students on the importance of class attendance, contact students who have missed a class, and document all attendance related matters.

Career Services

Bethel Tech in conjunction with our partnership with Woz-U career services team's objective is to build relationships/leads within industry. In doing so, our team generates leads on a local, national and international level by sourcing opportunities, networking, developing relationships, as well as utilizing our in-house recruiting team (Codigo Connect), and other staffing/recruiting agencies across the country. Ex. We have a strong/productive relationship with APEX Systems, who has a national presence with offices in every market.

During Demo Day or Residency, a student will be asked to go through a "Graduation Exit Interview". The exit interview serves as a check and balance to ensure the student is cleared for graduation and make sure the student submit a final/polished resume. A completed exit interview will trigger the Student Placement Process.

The student placement process is interactive for the duration of 180 days. The career services team will be involved with the student by requesting a face-to-face meeting every 30 days (at a minimum). During this period, the student must be proactive in the following:

- Creating a strong social media presence
- Attending networking events
- Applying for various positions matching their qualifications

Based on what the student needs career services will perform a complete interviewing strategies, soft skills, resume, and personal career assessment/motivation with the student. We could also provide additional mock-interview and look for a non-paid internship to build more work experience. While our objective is to place our students with 180 days of graduation, students receive lifetime placement assistance.

A student who is considered a WAIVER of placement, will meet one of the following requirements and will complete a Graduate Waiver Form, which will be kept in the graduate placement file:

- Continuing Education (Associate, Baccalaureate, Masters, or Ph.D program)-verified by incoming institution and student.
- Active Duty Military-verified with copy of orders or enlistment documentation.
- Health-Related Issue-verified by receipt of medical documentation from student, whereas health issue will prevent graduate from seeking/obtaining employment within their field of study.
- Any graduate accepting employment with Bethel Tech will be considered a waiver and not count towards placement outcomes.

The only positions at Woz-U or Bethel Tech warranting a placement waiver are Student Mentors (Teaching Assistants) and Student Support Specialists. Both positions are interim roles after graduation for our top students to gain additional experience and build their portfolio. A waiver is placed on file for graduates until they are placed in the field, so as to not count the two positions towards placement rates.

Weekly seminars

Bethel Tech provides its students free weekly seminars and advance leadership trainings with leaders in the fields of technology, ministry, counseling and career advancement. Students are able to attend these seminars free of charge and can access the recorded sessions within a digital resource depository. These seminars and the speakers of these meetings are selected based off of student request, industry trends and general overall well being of the students. Students are given opportunities to ask questions and participate in the conversation with the speaker. All of these seminars are available online through video conferencing.

Wifi Access

Bethel Tech offers free Wifi access to all of it's students who attend on campus.

Advising

Advising by faculty and administrative staff to discuss student progress or special needs is available by appointment. Counseling services, financial planning, and information on housing, childcare, and rehabilitation services are available by appointment. The institution does not have dormitory services under its control and does not provide housing services (availability and cost range of housing, etc.)

Parking

The school offers free parking on premises.

PROGRAMS

Faculty qualifications

Richard Gordon, MSc Eng, Sc Eng) - Bethel Kingdom Core Foundations instructor and Revival Group Pastor
Is a pastor, software engineer and entrepreneur with a unique blend of creativity, communication and technology. He is passionately in love with Jesus. He pastors at the Bethel School of Supernatural Ministry helping train and pastor students in leadership, how to follow the Holy Spirit and carry the kingdom culture into every mountain of influence. Richard has over 10 years of software

development and technology experience. He has a passion to marry ministry and business to see the world changers raised up for God's kingdom.

Meredith Dodd, PH.D - Data Science Online
Meredith is a Data Scientist with a DoD Secret Security Clearance skilled in data processing and analytics in SAS, SAS proc SQL, SPSS, Python, NVivo, and R, with a strong background in the defense and healthcare industries. She is Passionate for project management with experience in juggling multiple projects in MS Project, OneNote, and mind mapping software.

Molly Connelly, MFA - FileMaker Online
Molly is a long time FileMaker consultant who is sought after by many within the FileMaker community for Training and development. She has managed teams of developers to create custom solutions for complex data problems. Her focus is on building systems that integrate with legacy data sources or other applications to solve work group problems.

Adib Hanna, B. Comp Science - Full Stack Web Development Online and On Campus
Adib is a graduate of Bethel School of Supernatural ministry and believes that God has a place in Technology. With over six years of senior software development experience, Adib assist students in understanding how web development structures, languages and systems work. He has worked with many well know large companies and uses his experience to help students prepare for success in the workforce.

Data Science Online

Program Length: 24 weeks

This course offers a certificate of completion.

Description of the Program:
This is an instructor led or instructor supported training course that targets the needs of individuals who want to start a career in data analysis and data science. It prepare students for job opportunities in various industries, including manufacturing, finance, insurance, health care, and retail. Instruction of software programing, curriculum design and career services is powered by Woz-U.

Objectives:

Students completing this course will be skilled in the following areas:

Data Analysis, Hypothesis Testing, Data Visualization, Metric Development, Process Control, Machine Learning, Modeling, and Optimization. Students will learn to do these analyses using Python and R.

After completing this course, students will be able to:

· Mine datasets for better understanding
· Create metrics, and implement monitoring plans
· Create models for prediction and planning
· Implement Machine Learning algorithms
· Use regression analysis to explain relationships
· Create visualizations
· Test various hypotheses in a designed experiment
· Prepare and deliver findings reports to all audiences

This program is delivered by ONLINE COMPUTER BASED LEARNING.

The program requires a PC running Windows 7 or newer with a minimum of 4GB of RAM.

Complete Listing of Subjects & Synopsis

SUBJECT IDENTIFYING NUMBER	SUBJECT TITLE	SUBJECT HOURS Lecture/Lab/total	PREREQUISITES	COMPLETE SYNOPSIS
Week 1-12	Kingdom Foundation	10/ 10 / 20	Admission to Course	The core objective of the course is to convince students of the "royalty" they possess as children of the king and mobilize them into the holy, supernatural lifestyle that flows from such a self-awareness.
Week 1-2	Basic Statistics	20 / 20 / 40	Admission to Course	Students will learn the fundamentals needed to be successful throughout the rest of the program. Topics covered here are probability, Bayes Theorem, variable types, descriptive statistics, common distributions, and statistical inference.

Week 3-4	Programming Foundations in Python	20 / 20 / 40	Week 1-2	Students will learn the fundamentals of programming using the Python language. Topics covered here are algorithms, Boolean logic, data types, data structures, object oriented programming, best practices, and debugging.
Week 5-6	Databases	20 / 20 / 40	Week 3-4	Students will learn the fundamentals of organizing and extracting data using SQL and noSQL databases.
Week 7-8	Statistical Programming in R	20 / 20 / 40	Week 5-6	Students will learn the fundamentals of using the statistical software package R, including loading data, accessing libraries to utilize functions, and data manipulation. R will be used throughout the course to conduct analyses.
Week 9-10	Metrics and Data Processing	20 / 20 / 40	Week 7-8	Students will learn the fundamentals of creating and monitoring metrics, and will be exposed to the common practices in contemporary business settings. The principles of statistical process control will be taught and practiced. Other methods of monitoring data, such as cusum charts and moving average charts will also be taught and practiced.
Week 11-12	Data Wrangling and Visualization	20 / 20 / 40	Week 9-10	Students will learn the fundamentals of manipulating data to facilitate analysis. In addition, several common tools for visualization will be taught and practiced. Supporting metrics and measures that accompany the visualizations will be used.

Week 13-14	Intermediate Statistics	20 / 20 / 40	Week 11-12	Students will learn to use hypothesis testing as part of the scientific method, and will learn and practice various basic scenarios for hypothesis testing, including one sample z- and t-tests, two sample tests (paired and unpaired), analysis of variance, one- and two proportion tests, and the Chi-square test for independence.
Week 15-16	Machine Learning and Modeling	20 / 20 / 40	Week 13-14	Students will learn the fundamentals and practices for several machine learning techniques, including clustering, decision trees, random forests, Bayesian networks, etc. and will understand the difference between supervised and non-supervised systems. In addition to machine learning, students will learn useful modeling techniques, including linear regression, non-linear regression, logistic regression.
Week 17-18	Intro to Big Data	20 / 20 / 40	Week 15-16	Students will learn the fundamentals and history of big data, and will practice with exercises in distributed computing. Other popular big data tools will be introduced.
Week 19-24	Group Project	20 / 100 / 120	Week 1-16	Students will learn to complete a thorough data mining, analysis and modeling exercise in a group setting.

Total Hours for Course Completion   210 / 290 / 500

Requirements for Completion:
Students must complete the requirements of the Kingdom Core Foundation course.
Students are required to participate in the final group project as an active member of the team.
Daily evaluations are done as to their involvement in the final projects. Additionally, students

must complete an individual project on a topic of their choosing. The project may include experimental design and data collection, and will be completed using several of the following techniques to bring the data to life:

1. Experimental design and hypothesis testing
2. Modeling
3. Machine Learning techniques
4. Process monitoring
5. Visualization
6. Student projects must be approved by an instructor or director.
7. Student must be a helpful, active participant in the group project
8. Student must complete the Resume Building and Interview Preparation exercises
9. Student must be current on financial obligations

Occupations and Job Titles

A student who completes the Data Science program will be trained for employment in the following areas as listed on one onetonline.org:

15-1133.00   Software Developers, Systems Software

15-1141.00   Database Administrators

15-1199.01   Software Quality Assurance Engineers and Testers

15-1132.00   Software Developers, Applications

15-1199.06   Database Architects

11-3021.00   Computer and Information Systems Managers

15-1121.00   Computer Systems Analysts

15-1143.00   Computer Network Architect

15-1199.07   Data Warehousing Specialists

15-2041.00   Statisticians

FileMaker

Program Length: 12 weeks

This course offers a certificate of completion.

Description of Program:
This program offers a certificate of completion and prepares the student for the FileMaker Licensing test. This course teaches the various parts of software development: needs analysis to design, development, testing, implementation and support. After completing the technical FileMaker training, they will have learned the

basics of FileMaker, they will have a real world portfolio project, and they should be well on their way to take the FileMaker Certification test. Additionally, they'll take Bethel Tech's Kingdom Core Values course where they'll learn Kingdom values from Bill Johnson, Kris Vallotton, Danny Silk and Dann Farrelly on what it looks like to serve companies with excellence in what a students does and who they are in Christ.

Objectives:

- The Design Basics module is intended to teach students the basics of using Filemaker Pro to set up tables, define fields, layouts, and relationships. Students will learn how FileMaker is used to rapidly create simple contact database for data entry and reporting.
- The Data Management module is intended to teach students how to manage and manipulate data within FileMaker Pro. Students will develop a foundational knowledge of programming concepts, including finding, sorting, importing and exporting.
- The Design and Usability Basics module is intended to give students knowledge in how to use layout design to create easy to use and highly functional interfaces. Students will be able to use layout elements, themes and templates.
- The Calculation and Scripting module is intended to give students a functional understanding of various calculation and scripting capabilities. Students will various combinations of defining calculations and setting up scripts to automate functionality for users.
- The Testing & Quality Assurance course is intended to be an introduction to testing completed systems and rolling them out to users. Students will develop a foundational knowledge of testing and quality assurance procedures.
- The Deployment course is intended to teach students how to deploy their solutions to a larger audience. This unit will focus on the differences between deploying via FileMaker Server, mobile and web.
- The Career Skills course is intended to help students leverage their Social Media presence, build their resume, search for jobs in "hidden markets" and prepare for their job interview.

This program is delivered by ONLINE COMPUTER BASED LEARNING.

The program requires a PC running Windows 7 or newer with a minimum of 8GB of RAM.

SUBJECT IDENTIFYING NUMBER	SUBJECT TITLE	SUBJECT HOURS Lecture/Lab/total	PREREQUISITES	COMPLETE SYNOPSIS
Week 1-12	Kingdom Foundation	10/ 10 / 20	Admission to Course	The core objective of the course is to convince students of the "royalty" they possess as children of the king and mobilize them into the holy, supernatural lifestyle that flows from such a self-awareness.
Week 1	Needs Analysis & Technical Specifications	5/10/15	Admission to Course	This module is intended to be an introduction to consulting using FileMaker Pro. Students will learn the basics of how a to structure an initial needs assessment and prepare a written recommendation. The Technical Specifications portion of the module is intended to familiarize students with the basics of defining the technical specifications for a given project. Students will learn how mock-up the structure, identify necessary elements, and write a functional specification for any given project.
Week 2	Development Basics	5/10/15	Week 2	The Design Basics module is intended to teach students the basics of using Filemaker

				Pro to set up tables, define fields, layouts, and relationships. Students will learn how FileMaker is used to rapidly create simple contact database for data entry and reporting.
Week 3	Data Management	5/10/15	Week 3	The Data Management module is intended to teach students how to manage and manipulate data within FileMaker Pro. Students will develop a foundational knowledge of programming concepts, including finding, sorting, importing and exporting.
Week 4	Design and Usability Basics	5/10/15	Week 3	The Design and Usability Basics module is intended to give students knowledge in how to use layout design to create easy to use and highly functional interfaces. Students will be able to use layout elements, themes and templates.
Week 5 & 6	Calculations & Scripting	10/20/30	Week 4	The Calculation and Scripting module is intended to give students a functional understanding of various calculation and scripting capabilities. Students will various combinations of defining calculations and setting up scripts to automate functionality for users.

Week 7	Testing & Quality Assurance	5/10/15	Week 5 & 6	The Testing & Quality Assurance course is intended to be an introduction to testing completed systems and rolling them out to users. Students will develop a foundational knowledge of testing and quality assurance procedures.
Week 8	Deployment	5/10/15	Week 7	The Deployment course is intended to teach students how to deploy their solutions to a larger audience. This unit will focus on the differences between deploying via FileMaker Server, mobile and web.
Week 9-12	Career Skills	20/20/40	Week 8	Optimize and leverage your social media presence (LinkedIn, GitHub, email, voicemail, etc.) Build the optimal resumes and cover letter for your career goals Job searching techniques and tapping into the "hidden markets" How to understand and sell your work-related value Effective strategies for networking and building relationships How to prepare for the interview process (technical skills versus soft skills)

				Professional etiquette throughout job search and interview process
				Practical application of transferring Kingdom truths and Culture of Honor into the workplace
				Career path options for a career within FileMaker

Total Hours for Course Completion   70 / 110 / 180

Requirements for Completion:

Students must complete the requirements of the Kingdom Core Foundation course. Students are required to complete a final project based on a need within their community. The Project must use Filemaker software and must solve a problem for a non-profit organization within the community they live. Daily evaluations are done as to their involvement in the final projects. Additionally, students must complete an individual project on a topic of their choosing that meets these requirements:
1) Student projects must be approved by an instructor or director.
2) Student's project must be aesthetically pleasing.
3) Student applications must utilize FileMaker
4)Student must complete the Resume Building and Interview Preparation exercises
5) Student must be current on financial obligations

Occupations and Job Titles

A student who completes the FileMaker program will be trained for employment in the following areas as listed on o*net onetonline.org:

15-1133.00 Software Developers, Systems Software
15-1141.00 Database Administrators
15-1199.01 Software Quality Assurance Engineers and Testers
15-1132.00 Software Developers, Applications

Full Stack Web Development on Campus

Program Length: 12 weeks

This course offers a certificate of completion.

Description of Program:
This is an instructor led or instructor supported training course that targets the needs of individuals who want to start a career in web development in applying the latest web languages and software programming concepts, such as: authentication and authorization, RESTful API's, and advanced database structures such as many to many relationships. It will allow for job opportunities in fields such as: front end development, back end development, and full stack development.

Objectives :
Students completing this course will be skilled in the following areas:
- One of the following coding languages: JavaScript, Ruby on Rails, Java or C#
- HTML
- CSS
- REST API
- Web application servers
- SQL and NoSQL database systems
- Git source control system

After completing this course, students will be able to:
· Understand and use JavaScript
· Develop and maintain websites using HTML
· Control the style and layout of multiple webpages using Cascading Style Sheets (CSS)
· Implement server-side functionality using a back-end programming language
· Build and deploy standalone console applications
· Use a front-end framework such as Angular or React to produce interactive UIs
· Build web enabled applications using a web framework
· Build service-oriented, n-tier applications
· Develop SQL and NoSQL based database applications
This program is delivered by CLASSROOM BASED INSTRUCTION

The program requires a PC running Windows 7 or newer with a minimum of 8GB of RAM.

Complete Listing of Subjects & Synopsis

SUBJECT IDENTIFYING NUMBER	SUBJECT TITLE	SUBJECT HOURS Lecture/Lab/total	PREREQUISITES	COMPLETE SYNOPSIS
Week 1-12	Kingdom Foundation	60/60/120	Admission to Course	The core objective of the course is to convince students of the "royalty" they possess as children of the king and mobilize them into the holy, supernatural lifestyle that flows from such a self-awareness.
Week 1	Coding from Scratch	30 / 10 / 40	Admission to Course	Students have the opportunity to learn how to use HTML, CSS and JavaScript to create web sites. Students will also learn how to use the Git Source Control System to manage their source code and share it with others.
Week 2	Front End Foundations	30 / 10 / 40	Week 1	Students have the opportunity to learn advanced JavaScript, interacting with the DOM, retrieving data from remote sources, and more advanced layout techniques.
Week 3	Front End Frameworks	30 / 10 / 40	Week 2	Students have the opportunity to learn a JavaScript framework which turns up the power of JavaScript so

				that you can do more in less code and use AJAX to create Single Page Applications.
Week 4	Database Foundations	20 / 20 / 40	Week 3	Students have the opportunity to learn what databases are and the way we store information for persistence in our applications. Students will utilize both SQL and NoSQL databases and be able to identify the appropriate use cases for each.
Week 5	Programming Foundations	20 / 20 / 40	Week 4	Students have the opportunity to learn a back-end language and its associated programming environment. Students will construct simple programs utilizing console based output.
Week 6	Back End Foundations	10/ 30 / 40	Week 5	Students have the opportunity to learn a web server technology stack. Students will be able to respond to HTTP requests and return both HTML and JSON responses. Students will learn how to build RESTful APIs.
Week 7	Mobile Apps and Responsive Design	10/ 30/ 40	Week 6	Students will have the opportunity to learn how to use cross-compilation tools develop native mobile apps using a non-native language and/or native

				languages. The class will also cover software testing, application hosting, and system build.
Week 8	Agile Project Management and Career Skills	10/ 30/ 40	Week 7	Students will have the opportunity to learn the different roles on an Agile team and how to be a successful part of one. Students will also have the opportunity to learn career skills for software developers.
Week 9	Deployment and Web Security	20/ 20/ 40	Week 8	Students will have the opportunity to learn security and deployment of web applications, common security attack vectors as well as how to mitigate them. Students will deploy an application to a cloud hosting platform and learn how to automate the process.
Week 9-12	Group Project	20/ 220/ 240	Weeks 1-8	Students spend days in coding sessions that shows off what a small team of dedicated new developers can get accomplished on a much more robust and complete project.

Total Hours for Course Completion   220 / 380 / 600

Requirements for Completion:
Students must complete the requirements of the Kingdom Core Foundation course.
Students are required to participate in the final group project as an active member of the
team. Daily evaluations are done as to their involvement in the final projects. Students

must complete an individual project on a topic of their choosing that meets these requirements:

1. Student projects must be approved by an instructor or director.
2. Student's project must be aesthetically pleasing.
3. Student applications must utilize a SQL or NoSQL data store
4. Student must utilize a front-end framework to enable SPA functionality
5. Student must make at least one AJAX call that solves a real problem
6. Student must be a helpful, active participant in the group project
7. Student must complete the Resume Building and Interview Preparation exercises
8. Student must have passing grade (2.0) upon completion of the final week of the course
9. Student must be current on financial obligations

Occupations and Job Titles

A student who completes the Full Stack Web development program will be trained for employment in the following areas as listed on o*net onetonline.org::

15-1134.00 Web Developers
15-1121.00 Computer Systems Analysts
15-1131.00 Computer Programmers
15-1133.00 Software Developers, Systems Software
15-1141.00 Database Administrators
15-1199.01 Software Quality Assurance Engineers and Testers
15-1132.00 Software Developers, Applications

Full Stack Web Development Online

Program Length: 33 weeks

This course offers a certificate of completion.

Description of Program:
This is an instructor led or instructor supported training course that targets the needs of individuals who want to start a career in web development in applying the latest web languages and software programming concepts, such as: authentication and authorization, RESTful API's, and advanced database structures such as many to many

relationships. It will allow for job opportunities in fields such as: front end development, back end development, and full stack development.

Objectives:
Students completing this course will be skilled in the following areas:
- One of the following coding languages: JavaScript, Ruby on Rails, Java or C#
- HTML
- CSS
- REST API
- Web application servers
- SQL and NoSQL database systems
- Git source control system

After completing this course, students will be able to:
· Understand and use JavaScript
· Develop and maintain websites using HTML
· Control the style and layout of multiple webpages using Cascading Style Sheets (CSS)
· Implement server-side functionality using a back-end programming language
· Build and deploy standalone console applications
· Use a front-end framework such as Angular or React to produce interactive UIs
· Build web enabled applications using a web framework
· Build service-oriented, n-tier applications
· Develop SQL and NoSQL based database applications
This program is delivered by CLASSROOM BASED INSTRUCTION

The program requires a PC running Windows 7 or newer with a minimum of 8GB of RAM.

Complete Listing of Subjects & Synopsis

SUBJECT IDENTIFYING NUMBER	SUBJECT TITLE	SUBJECT HOURS Lecture/Lab/total	PREREQUISITES	COMPLETE SYNOPSIS
Week 1-12	Kingdom Foundation	10/ 10 / 20	Admission to Course	The core objective of the course is to convince students of the "royalty" they possess as children of the king and mobilize

				them into the holy, supernatural lifestyle that flows from such a self-awareness.
Week 1-3	Coding from Scratch	30 / 10 / 40	Admission to Course	Students have the opportunity to learn how to use HTML, CSS and JavaScript to create web sites. Students will also learn how to use the Git Source Control System to manage their source code and share it with others.
Week 4-6	Front End Foundations	30 / 10 / 40	Week 1-3	Students have the opportunity to learn advanced JavaScript, interacting with the DOM, retrieving data from remote sources, and more advanced layout techniques.
Week 7-9	Front End Frameworks	30 / 10 / 40	Week 4-6	Students have the opportunity to learn a JavaScript framework which turns up the power of JavaScript so that you can do more in less code and use AJAX to create Single Page Applications.
Week 10-12	Database Foundations	20 / 20 / 40	Week 7-9	Students have the opportunity to learn what databases are and the way we store information for persistence in our applications. Students will utilize both SQL and NoSQL databases and

				be able to identify the appropriate use cases for each.
Week 13-15	Programming Foundations	20 / 20 / 40	Week 10-12	Students have the opportunity to learn a back-end language and its associated programming environment. Students will construct simple programs utilizing console based output.
Week 16-18	Back End Foundations	10/ 30 / 40	Week 13-15	Students have the opportunity to learn a web server technology stack. Students will be able to respond to HTTP requests and return both HTML and JSON responses. Students will learn how to build RESTful APIs.
Week 19-21	Mobile Apps and Responsive Design	10/ 30/ 40	Week 16-18	Students will have the opportunity to learn how to use cross-compilation tools develop native mobile apps using a non-native language and/or native languages. The class will also cover software testing, application hosting, and system build.
Week 22-24	Agile Project Management and Career Skills	10/ 30/ 40	Weeks 19-21	Students will have the opportunity to learn the different roles on an Agile team and how to be a successful part of one. Students will also have the opportunity to

				learn career skills for software developers.
Week 25 - 27	Deployment and Web Security	20/ 20/ 40	Week 22-24	Students will have the opportunity to learn security and deployment of web applications, common security attack vectors as well as how to mitigate them. Students will deploy an application to a cloud hosting platform and learn how to automate the process.
Week 28-33	Group Project	20/ 100/ 120	Final Module	Student will have the opportunity to participate in several roles, attend daily scrum meetings to cover tasks and work separately to complete tasks.

Total Hours for Course Completion   220 / 380 / 600

Requirements for Completion:
Students must complete the requirements of the Kingdom Core Foundation course. Students are required to participate in the final group project as an active member of the team. Daily evaluations are done as to their involvement in the final projects. Students must complete an individual project on a topic of their choosing that meets these requirements:
1. Student projects must be approved by an instructor or director.
2. Student's project must be aesthetically pleasing.
3. Student applications must utilize a SQL or NoSQL data store
4. Student must utilize a front-end framework to enable SPA functionality
5. Student must make at least one AJAX call that solves a real problem
6. Student must be a helpful, active participant in the group project
7. Student must complete the Resume Building and Interview Preparation exercises
8. Student must have passing grade (2.0) upon completion of the final week of the course
9. Student must be current on financial obligations

Occupations and Job Titles

A student who completes the Full Stack Web development program will be trained for employment in the following areas as listed on o*net onetonline.org::

15-1134.00 Web Developers
15-1121.00 Computer Systems Analysts
15-1131.00 Computer Programmers
15-1133.00 Software Developers, Systems Software
15-1141.00 Database Administrators
15-1199.01 Software Quality Assurance Engineers and Testers
15-1132.00 Software Developers, Applications

INCOMPLETES

Additionally, an incomplete may be given to students who are not in compliance with the tardy policies.

A grade of Incomplete may be assigned for a course when circumstances beyond a student's control -such as death of a close relative, illness, injury, or family emergency - prevent the student from completing the coursework on time.
Arrangements must be made with the instructor to complete the make-up work within two weeks of the end of the course of study. If no arrangements are made, the student will receive "0" points for any outstanding work and the Incomplete ("I") grade will be converted to the grade the student earned based on the cumulative course points Received.

WITHDRAWAL

An official withdrawal occurs when you, as an enrolled student, decide you must leave Bethel Tech at any time after starting the course. Leaving the course without completing the official withdrawal process may result in the assignment of a temporary or failing course grade.
a) A student choosing to withdraw from the school after the commencement of the course is to provide written notice to the Chief Operations Officer
b) The notice is to indicate the expected last date of attendance and be signed and dated by the student. An administrative withdrawal occurs when you, as an enrolled student are not in compliance with attendance, satisfactory progress and/or the code of conduct policies. Students who withdraw due to an emergency, such as personal or

family illness or national service, may be re-enrolled into another Bethel School of Technology course following approval by the Chief Operations Officer.

All students will be responsible for the tuition and fee charges associated with the course and other charges related to attending Bethel School of Technology as outlined in the STUDENT'S RIGHT TO CANCEL AND REFUND POLICY section of this catalog.

ATTENDANCE POLICY

Students are expected to arrive on time with proper materials. If a student is absent for 15 consecutive school days, the student's enrollment in the course will be terminated. A student whose enrollment was terminated for violation of the attendance policy may not re-enroll until the next cohort starts offering the same course the student was scheduled in.

This provision does not circumvent the approved refund policy.

Code review attendance: Code Reviews are one-on-one meetings between a student and a mentor. Students are required to attend weekly Code Reviews while enrolled in an instructor led course. Students may also be required to attend Code Reviews, or check points, during project phases as required by an instructional staff member.

SATISFACTORY PROGRESS AND ACADEMIC PROBATION

All Bethel School of Technology students are expected to meet minimum Academic, Attendance, and Satisfactory Academic Progress policy.

Attendance: At any point at which students have missed more than ten consecutive school days, they are considered to be in violation of the Attendance policy. This policy is not subject to a Probationary or Appeal process and the students will be immediately withdrawn. When students have missed more than 20% of the program's scheduled hours in the current enrollment, they are considered to be in violation of the Attendance policy unless they are beyond the point at which a refund of tuition is due. Continued attendance for those beyond the 50% point of the program length must be approved by the Campus Director or designee.

These attendance policy apply to all students regardless of course delivery method or program length.

Cumulative GPA: At the end of each three-week period, students must achieve a minimum cumulative GPA of 70% on a 100 point scale to meet the GPA standard. These GPA standards apply to all students regardless of delivery method or program length. If the student fails to meet the minimum standards in the first evaluation period they will be placed in SAP probation status. If they fail to meet the minimum standards in the second evaluation period they will be placed in SAP warning status. If the student fails to meet the minimum standards for 2 evaluation periods regardless of program length they will be Academically dismissed and placed in a SAP dismissal status.

Satisfactory Academic Progress Appeals Process

If a student that is placed on Satisfactory Academic Progress status does not agree with the decision they can submit a written appeal of the grievance to the Chief Operations officer at admissions@betheltech.net. The student should submit a copy of the Satisfactory Academic Progress questionnaire. Upon receipt of the written statement from the student, the Satisfactory Academic Appeals Committee will contact the student to confirm receipt and gather any material and information needed to facilitate a fair decision. This stage of the grievance procedure will be completed within 15 business days from receipt of the Satisfactory Academic Progress questionnaire, (or as soon as reasonably possible). If it extends pass 15 business days the student will be notified. From the time that Satisfactory Academic Appeals Committee receives the appeal the committee has up to 15 days to review and respond to the appeal. A fair and appropriate resolution does not always mean that the student will like the results. The Satisfactory Academic Appeals Committee is appointed by the Chief Operations Officer. It will consist of a member of the Academic faculty, The Chief Operations Officer and the Revival Group Pastor. If a member of this committee is not available during the interview process, then the committee will appoint a substitute.

MODULE RETAKE POLICY

The programs provided by Bethel School of Technology are comprised of modules varying length between 1 to 33 weeks. If a student cannot successfully complete a module they will need to re-take that module. Students will only have 3 attempts to pass a module and after the 3rd attempt they will be placed on academic suspension. Students can re-apply for readmission after 30 days and must successfully complete an online assessment prior to re-admission into the program.

STUDENT RECORDS, GRADE REPORTING AND TRANSCRIPTS

Student academic and internal financial records are maintained and filed in a secure and safe manner in perpetuity. Students are able to view their records upon written request to Bethel Tech Headquarters.

Official transcripts will be provided to the student at the time of graduation at no charge. Personal payment plan terms, interest rates, and monthly payments are between the student and the lender of choice. Student personal payment plan records are maintained by the lender.

Should the institution cease operation, whether voluntarily or involuntarily, educational records or legible true copies shall be filed with the California State Board for Private Postsecondary Education within 15 days of ceasing educational operations.

TARDIES

Attendance will be taken daily as the first order of business for each day of class. If a student is tardy for more than 3 days in a seven-day period, the student's grade for the class will be deemed incomplete.

LEAVE OF ABSENCE

The Bethel School of Technology Administration may grant a Leave of Absence (LOA) after determining the student has met one of the following criteria:
・ Military Service
・ Jury Duty
・ Family Emergencies
・ Medical Emergencies
A Leave of Absence request must be submitted to admissions@betheltech.net with a statement indicating the reason(s) for the LOA. Bethel School of Technology has 10 business days to determine eligibility for the LOA. If granted, A student's enrollment in the program will be terminated once the LOA is approved and the student will be granted the option to return in a future cohort at the same point of the program in which they decided to take the LOA. The duration of the LOA may not exceed 60 days and only one LOA will be permitted to a Student.

RECORDS RETENTION

The school maintains student records for a minimum five (5) year period according to Section 94900.5 of the California Private Postsecondary Education Act of 2009.

Distance Education

California students taking a course online can expect assignments to be returned within 72 hours following the due date.

PLACEMENT ASSISTANCE

Bethel School of Technology offers offer employment assistance to graduates, consisting of job lead referrals and job skills development. While assisting in your job search, we make no guarantee, expressed or implied, of future employment. Current law prohibits any school from guaranteeing job placement as an inducement to enroll students.
Successful job assistance is dependent upon the mutual effort by the graduate and Bethel Tech. Students and graduates are encouraged to seek employment on their own and keep records, informing the Career Services Department of those efforts.

BETHEL TECH FOR LIFE

Students who graduate from the Full Stack Web Development (FSWD) program will receive access to the modules they completed and the other languages currently offered (ie: Java, Ruby, Javascript, .NET) contained within the FSWD program.
To ensure our graduates stay current with industry standards they will also receive access to any updates released within the modules.
Bethel Tech for Life participants do not receive access to a Mentor, Instructor led sessions, or live chat support. Interested students should contact Career Services for additional program information and enrollment information.

The Bethel Tech for Life benefit is not transferable to friends, family, or employers. In order to
qualify for the Bethel Tech for Life benefits the graduate must be in good financial standing with the school.

SCHOOL POLICY REGARDING STUDENT CONDUCT CAUSES FOR TERMINATION OR DISMISSAL

Student will be terminated under the following conditions, if the student:
- Participates in hate speech or bigotry of any kind, whether written or spoken while
- in the facility
- Fails to complete necessary required exams with a passing grade
- Refuses to participate in required group assignments
- Takes any willful action that impedes the education of another student
- Takes any act of violence while attending our courses
- Does not comply with our attendance policy
- Breaches any part of the contracts signed between Bethel School of Technology and the student
- Releases Bethel School of Technology intellectual property publicly, such as curriculum or lesson materials without permission from Bethel School of Technology
- Fails to make required payments to financing partners, if required by their agreements
- Failure to fulfill attendance requirements
- Failure to academically progress through the program by successfully completing each module
- Misconduct on behalf of the student including to or not limited to:
    - Cyber bullying
    - Academic dishonesty
    - Plagiarism
    - Fraudulent admission documents
    - Actions in contrast to the Bethel Core Values
    - Violation of freedom plan standards
    - Violations of California laws are considered to be violations of regulations as well as well as any unlawful conduct or illegal action against themselves or others that results in arrest and/or prison time.
    - Commits any violence while attending school
    - Weapons, facsimile weapons, candles, fireworks, knives, or other objects that may cause harm to other people or damage to the facilities are prohibited
    - The sell, use or possession of illegal drugs

- ○ Harassment in any form by students or any member of the administration, faculty, or staff

CAUSES FOR READMISSION

A student that is terminated due to the reasons listed in the School Policy Regarding Student Conduct will not be readmitted under any circumstances. If a student is terminated due to another reason, the Senior Staff Member of the course will assess the student's' written request on a case by case basis.

Students terminated for unsatisfactory progress are offered a slot in the subsequent class (where 20% of seats are reserved for rollback students) with priority given to students with perfect attendance and no behavioral incidents.
Students with absences are priority two for rollback seats, and students with behavioral incidents are priority three. In the event there is no space in the next immediate course, Bethel School of Technology staff will work with students to find a subsequent course that works for them.

PROCEDURES TO RESOLVE STUDENT GRIEVANCES

Bethel School of Technology gives full consideration to complaints and grievances which are submitted by students concerning any aspect of Bethel School of Technology. The policy and procedure is intended to provide a full means of resolution for the student. The policy and procedure is available and published in the student course catalog. Bethel School of Technology supports and encourages a positive communication environment. The purpose of this procedure is to outline a process for students to express and resolve misunderstandings, concerns, or issues that they may have with any Bethel School of Technology employee, fellow student, or third party associated with Bethel School of Technology in a fair and equitable and timely manner. A student may use this procedure if they believe that an employee of the College, fellow student, or third party associated with the Bethel School of Technology has violated a policy and/or has acted in a manner that is inappropriate or unfair to the student, which includes any student claims of discrimination on the basis of age, gender, race, color, creed, religion, marital status, national or ethnic origin, disability, or sexual orientation, as well as claims of sexual harassment.

Prior to undertaking an informal or formal grievance complaint, a student is encouraged to resolve the complaint with the individual toward whom the grievance is directed. When this is not feasible, it is recommended that the formal procedure be followed. However, students are not required to follow the informal procedures before a grievance is brought forward in a formal manner. A grievance or complaint must be filed within 60 days from the date of the alleged event.

Students are requested to follow the steps outlined below:

Informal Procedure

1. Discuss the matter with the individuals involved.
2. If a resolution is not reached within 10 business after they have attempted to initiate a discussion with the individual(s) involved, or if the student chooses not to discuss the matter with the individuals involved, the student can discuss this matter with the employee's supervisor (e.g., Department Director, Chairperson, etc. if the student grievance involves a employee) who will attempt to mediate a resolution. In cases where a fellow student or third party is involved, the student should bring the matter to the attention of his/her student advisor who will attempt to mediate a resolution.
3. If the advisor, supervisor, or chairperson cannot resolve the issue within 10 business day, the matter should be reported to Student Affairs via email at admissions@betheltech.net. Who will gather information, communicate with all parties and attempt to mediate an informal resolution.
4. If the student is dissatisfied with the outcome, they can proceed with the formal grievance procedure.

Formal Procedure

If the matter is not resolved adequately:
1. The student should submit a written statement of the grievance to the Office of the Chief Operations officer at admissions@betheltech.net
2. The statement should provide an outline of the circumstances of the event leading to the grievance, identification of the parties involved, and the location and date of the incident. Upon receipt of the written statement from the student, the Student Affairs team. Will contact the student to confirm receipt and gather any material and information

needed to facilitate a fair decision. This stage of the grievance procedure will be completed within 15 business days.

3. Within 10 business days after the completion of the "fact-finding" stage, the Student Affairs person will convene the full Grievance Committee to hear the complaint and review the findings. The decision of the Committee will be sent to all the parties involved with a copy to the President of Bethel School of Technology. This decision will include remedies (if any) that may be suggested by the Committee. Every attempt will be made to fairly and appropriately resolve grievance. A fair and appropriate resolution does not always mean that the student will like the results.

4. If the complaint cannot be resolved after exhausting the institution's grievance procedure, the student may file a complaint with the Bureau of Private Postsecondary Education 2535 Capitol Oaks Drive, Suite 400 Sacramento, CA 95833 Telephone: (916) 431-6959 FAX: (916) 263-1897

ACKNOWLEDGEMENTS

Within 10-days from the date Bethel School of Technology revises a catalog, or publishes a new catalog, Bethel School of Technology shall submit a written or electronic copy of the catalog to the State Board. Catalog shall be available to students and prospective students in a written or electronic format. Student will have access to the catalog online at Betheltech.net or can request a copy from the administrative office located at 4712 Mountain Lakes Blvd. Redding Ca 96003

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