



# TEXAS PREMIER TECHNOLOGY INSTITUTE

TPTI 2019 – 2020 School Catalog

5300 W Arkansas Ln #116

Arlington, TX. 76016

Main 469-359-6053

[WWW.TPTI.US](http://WWW.TPTI.US)

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

## About Us

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Texas Premier Technology Institute, Inc., (TPTI) is a Texas Non-Profit Corporation – Licensed Career School of Texas (S4597) established to prepare students for the burgeoning Information Technology industry.

TPTI's integrated instruction and programs prepare students to excel in the competitive world of technology. Upon completion, TPTI students are also prepared to take exams offered by our partners: Microsoft IT Academy, Cisco Net Academy and CompTIA. TPTI students can work toward a wide range of certifications as they are guided and taught by our certified instructors, all of whom are experienced subject matter experts.

TPTI is equipped with state-of-the-art Technology and Lab equipment. As a supplement to classroom learning we also offer Distant Learning Courses where students can login remotely and attend classes from home, at work or even at play. We call these courses Distance Learning, but in reality, they bring education to you. Texas Premier Technology Institute has Certified Trainers & Professionals who are at the top of their game. We are dedicated to helping our students achieve professional success through hands on, job specific training.

Our training programs are designed to prepare our students for real world scenarios and to land jobs upon completion. Our training programs emphasize experiential, interactive learning activities – that means you will do the job before you take the job. At TPTI we believe your training should teach you what's expected on the job. Discover how our flexible learning options can help you maintain your current lifestyle while continuing to stay abreast of today's ever-changing world of Technology.

## Our learning paths:

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### **Instructor Led:**

Instructor Led Training is an effective means of delivering training, as it allows for real-time feedback, questions and answers, manipulation and changeable delivery to suit the needs of students in a real-time environment. Our Instructors deliver training in a lecture or classroom format giving our students the opportunity to practice/simulate real world scenarios.

### **Distant Learning:**

This learning method eliminates the need for traveling to classes, yet it still offers access to live, instructor-led training courses. And since the best way to learn is by doing, you'll have access to the same hands-on labs available in the classroom course. Some of the latest advancements in Technology make this method possible by allowing screen sharing and interactive communications between the instructor and the students. This learning path allows you to earn your training/certification from the comfort of your own home.

### **Lab Learning:**

This learning methodology allows our students to execute what they have learned in the course. It offers the ability to have your own virtualized environment, whereby students get to perform/demonstrate real world exercises. What an experience to be able to standup your own virtualized environment!! This is what we mean when we say at TPTI - you will do the job before you take the job.

***Each Program encompasses multiple learning paths. These unique learning paths provide Students multiple options of attaining course instruction.***

## Facility Description

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Our Arlington facility provides 1,700 square feet of usable space. The classroom/laboratory and testing center is equipped with state of the art learning equipment; supported by cutting edge servers, desktops, instructional /interactive aide with a student lounge and administrative offices. Ample parking space is provided, and the building is equipped to accommodate disabled individuals. The facility is in compliance with federal, state and local ordinances as well as regulations, including those relating to safety and health.

## Hours of Operation

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### Day

#### Monday – Friday

8:00am – 5:30pm

#### Breaks

10:30am – 10:45am

2:50pm – 3:05pm

#### Lunch

11:50am-12:50pm

#### Saturday

8:00am – 5:30pm

#### Breaks

10:30am – 10:45am

2:50pm – 3:05pm

#### Lunch

11:50am-12:50pm

\*Breaks/Lunches may vary upon instructor and class.

## School Calendar

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### Holiday Observance

New Year's Holiday	January 1 <sup>st</sup>
Martin Luther King Day	January 20 <sup>th</sup>
Good Friday	April 18 <sup>th</sup>
Memorial Day	May 26 <sup>th</sup>
Independence Day	July 4 <sup>th</sup>
Labor Day	September 1st
Thanksgiving	Wednesday thru Friday November 26-28
Christmas Eve	December 24th
Christmas Day	December 25th
New Year's Eve	December 31th

## Enrollment Period

Enrollment for classes is ongoing. Class ranges differ per class.

## Schedule

8:30 – 9:30am	Lab
9:30 – 10:30am	Morning Lecture
10:30 – 10:45am	Break
10:45 - 11:40am	Morning Lecture
11:50 – 12:50pm	Lunch
12:50 – 1:50pm	Lab
1:50 – 2:50pm	Lab
2:50 – 3:05pm	Break
3:05 – 5:30pm	Lab

## Financial

### Statement of Financial Obligation

A student who has applied, is accepted, and has begun classes at Texas Premier Technology Institute assumes a definite financial obligation. Each student is responsible for his or her own education expenses for the period of enrollment. A student who is enrolled and has made payments in full or completed other financial arrangements and is current with those obligations, is entitled to all privileges of attending classes, accessing E-Learning portals, Labs, Examinations, and receiving grade reports.

Any student who is delinquent in a financial obligation to the school, or educational financial obligation to any third party, including damage to school property, payment of tuition and fees, is subject to exclusion from any or all the usual privileges of the school. TPTI may in its sole discretion, take disciplinary action on the basis, including suspension or termination of enrollment.

#### *TUITION AND FEES*

Tuition and fee information can be found in the “Tuition and Fees” section in this catalog. The Enrollment Agreement obligates the student and the School for the entire program of instruction. Students may make payments by cash or by the following accepted credit cards: Visa, MasterCard, American Express or Discover.

#### *CANCELLATION POLICY*

A full refund will be made to any student who cancels the enrollment contract within 72 hours (until midnight of the third day excluding Saturdays, Sundays and legal holidays) after the enrollment contract is signed. A full refund will also be made to any student who cancels enrollment within the student’s first three scheduled class days, except that the school may retain not more than \$100 in any administrative fees charged, as well as items of extra expense that are necessary for the portion of the program attended and stated separately on the enrollment agreement.

## *CANCELLATION AND REFUNDS FOR PROGRAMS*

1. Refund computations will be based on scheduled course time of class attendance through the last date of attendance. Leaves of absence, suspensions and school holidays will not be counted as part of the scheduled class attendance.
  2. The effective date of termination for refund purposes will be the earliest of the following:
    - (a) The last day of attendance, if the student is terminated by the school;
    - (b) The date of receipt of written notice from the student; or
    - (c) Ten school days following the last date of attendance.
  3. If tuition and fees are collected in advance of entrance, and if after expiration of the 72-hour cancellation privilege the student does not enter school, not more than \$100 in any administrative fees charged shall be retained by the school for the entire residence program or synchronous distance education course.
  4. If a student enters a residence or synchronous distance education program and withdraws or is otherwise terminated after the cancellation period, the school or college may retain not more than \$100 in any administrative fees charged for the entire program. The minimum refund of the remaining tuition and fees will be the pro rata portion of tuition, fees, and other charges that the number of hours remaining in the portion of the course or program for which the student has been charged after the effective date of termination bears to the total number of hours in the portion of the course or program for which the student has been charged, except that a student may not collect a refund if the student has completed 75 percent or more of the total number of hours in the portion of the program for which the student has been charged on the effective date of termination.<sup>1</sup>
  5. Refunds for items of extra expense to the student, such as books, tools, or other supplies are to be handled separately from refund of tuition and other academic fees. The student will not be required to purchase instructional supplies, books and tools until such time as these materials are required. Once these materials are purchased, no refund will be made. For full refunds, the school can withhold costs for these types of items from the refund as long as they were necessary for the portion of the program attended and separately stated in the enrollment agreement. Any such items not required for the portion of the program attended must be included in the refund.
  6. A student who withdraws for a reason unrelated to the student's academic status after the 75 percent completion mark and requests a grade at the time of withdrawal shall be given a grade of "incomplete" and permitted to re-enroll in the course or program during the 12-month period following the date the student withdrew without payment of additional tuition for that portion of the course or program.
  7. A full refund of all tuition and fees is due and refundable in each of the following cases:

An enrollee is not accepted by the school;

If the course of instruction is discontinued by the school and this prevents the student from completing the course; or
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If the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or representations by the owner or representatives of the school.

A full or partial refund may also be due in other circumstances of program deficiencies or violations of requirements for career schools and colleges.

#### 8. 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.
9. The payment of refunds will be totally completed such that the refund instrument has been negotiated or credited into the proper account(s), within 60 days after the effective date of termination.

## ADMISSIONS

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### REQUIREMENTS

A student may be admitted into Texas Premier Technology Institute, Inc. upon satisfying all of the following requirements:

- A student must be 18 years of age and have completed their Secondary Education (HS Diploma or GED) Students who are 17 years of age must have written consent from Parent or Legal Guardian before admission can be approved.
  - *In the event the applicant is unable to provide proof of secondary education, applicant must achieve a passing score on the Wonderlic Basic Skills Test (Verbal 200 and Quantitative 210)*
- The student must have a consultation with a TPTI Guidance Counselor to evaluate skill/experience levels and identify education and career paths.

- The student must complete and sign the TPTI “Student Enrollment Agreement.” One copy will be retained in the student’s file.
- A payment method must be established and agreed upon by the student and TPTI Admissions.
- The student must be at least 18 years of age and must provide proof of the individual prerequisites listed for the program chosen by providing a current resume to student services prior to enrollment.

## CREDIT FOR PREVIOUS EDUCATION

Students who have been officially accepted in our programs may request in writing a transfer of credit in accordance with TPTI’s Transfer of Credit Policy outlined below. It is noted that TPTI does not guarantee transfer credit. Students intending to transfer out of our programs should research the schools they plan to transfer their credits. Completion of a program at TPTI neither implies nor guarantees that educational requirements of another school have been met. For this reason, any student who expects to transfer to another institution is advised to contact the specific department that handles these types of requests.

TPTI will evaluate courses taken from another school or prior vendor certifications. An evaluation must be conducted prior to enrollment.

There’s no fee for requesting a transfer of credit.

The following criteria apply for a transfer of credit into TPTI:

1. Students must currently hold a valid industry certification or be able to pass the related practice exam to be administered at TPTI’s authorized testing center.
2. Students must produce documentation including but not limited to official transcripts, catalog, syllabi, or course outlines for review.
3. Tuition and fees will be adjusted for courses that are accepted.
4. If the request is declined, students may request an appeal in writing within 5 days of receiving notice from TPTI.

## Policies

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### GRADES

Upon successful completion (attending at least 80%) of an instructor-led course, you will receive a Certificate of Completion and a grade from the Instructor. Grades for each course within a program will be averaged to determine your overall grade point average. A grade point average of 2.0 is required for graduation and/or program/course certification.

#### Grading System

A	4.0	Excellent	90% to 100%
B	3.0	Good	80% to 89%
C	2.0	Satisfactory	79% to 70%
D	1.0	Unsatisfactory	69% to 60%
F	0.0	Failing	0% to 69%
I		Incomplete	

If you fail to complete at least 60% of a course, you will receive an “I” (Incomplete) for that course and will be placed on academic probation for the next course of instruction. You will have one opportunity to repeat and complete the course. If you fail to successfully complete the course the second time you will be removed from the program, and no graduation or certification certificate will be issued.

### SATISFACTORY PROGRESS

TPTI will evaluate progress at the end of each grading period. A grading period is six weeks in length. If the student’s cumulative GPA is unsatisfactory at the end of a progress evaluation period, the student will be placed on academic probation for the next progress evaluation period (six weeks). At the end of the next progress evaluation period, TPTI will:

- Initiate a second probationary period if the student has satisfactory progress for the evaluation period but the cumulative GPA remains unsatisfactory.
- Remove the student from academic probation if the cumulative GPA is satisfactory.
- Terminate the enrollment if the student continues to make unsatisfactory progress.

### PROGRAMS PROGRESS

(A.) For programs with a course time of 40 hours or less, a final exam will be given at the end of the program to determine whether the student has sufficient knowledge to warrant a certificate of completion, in lieu of a progress evaluation.

(B.) For programs with course times of 41 to 200 hours, the student’s grades will be recorded at the midpoint and end of each progress evaluation period. A student NOT making satisfactory progress at the midpoint shall be placed on academic probation for the remainder of the progress evaluation period. If the student does NOT achieve satisfactory progress by the end of the probationary period, the student’s enrollment shall be terminated. (*Texas Education Code, Sec. 132.055 Title 40 Texas Administrative Code, Sec. 807.175 (a) (11)*)

### PROGRESS REPORTS

The student’s final grade for each course or module is determined by the average of the tests, homework, class participation, special assignments and any other criteria indicated in the grading section of the syllabus for the course or module. Final grades are reported at the completion of each grading term and are provided to each student. If mailed, they are sent to the student’s home address.

### INCOMPLETE POLICY

Under *TEC, Sec. 132.061 (f)*; a student who is obligated for the full tuition may request a grade of “incomplete” if the student withdraws for an appropriate reason unrelated to the student’s academic status. The policy must allow a student receiving a grade of incomplete to reenroll in the program during the 12-month period following the date the student withdraws and complete those incomplete subjects without payment of additional tuition. (*Texas Education Code, Sec. 132.055 Title 40, TX Admin. Code, Sec. 807.221 (d)*)

### ACADEMIC PROBATION

When a student’s overall grade point average falls below 2.0, the student is automatically placed on academic probation for the next course of instruction. If the student is able to achieve a satisfactory **cumulative** GPA by the end of the second probationary period, the student will be removed from academic probation. If the student fails to achieve a satisfactory **cumulative** GPA by the end of the second probationary period, the student must be terminated for one grading period (six weeks). If the student re-

enrolls after termination they will be on academic probation for the first grading period after re-enrollment. If the cumulative GPA is unsatisfactory after this grading period, the student MUST be terminated again.

### MAKE-UP WORK

No more than 5% of the total clock hours for a program may be made up. The student must show good cause for needing to make up the work missed. The school fully understands that circumstances arise that might cause the student to fail to complete assignments (i.e. illness, death in the family, family crisis). Determination will be made on a case by case basis.

### **The Texas Administrative Code, Title 40, Part 20, Chapter 807, 807.244 states:**

Make-up work shall:

1. be supervised by an instructor approved for the subject being made up;
2. require the student to demonstrate substantially the same level of knowledge or competence expected of a student who attended the scheduled class session;
3. be completed within two weeks of the end of the grading period during which the absence occurred;
4. be documented by the school as being completed, recording the date, time, duration of the make-up session, and the name of the supervising instructor and be signed and dated by the student to acknowledge the make-up session.

## Graduation and Certification

Students will receive a Certificate of Completion AFTER the successful completion of each course. Students will also receive a certificate after passing vendor certification exams. Our CompTIA, Cisco and Microsoft MTA, MCSA and MCSE Programs are exam prep eligible. TPTI DOES NOT grant certification. Certification is only earned by passing vendor exams. Students who successfully complete all courses and pass all related exams in their program will receive a Certificate of Program Completion from TPTI.

## ATTENDANCE

The Student Learning Portal at TPTI is the official record of attendance. Students are expected to actively participate in all courses. Each course shall have regularly scheduled academic-related activities that occur throughout each evaluation period of the term. Academic-related activities provide course instructors with specific measures that aid in the assessment of the student's performance and the eventual awarding of a final course grade. Examples of academically-related activities are completion of an exam or instructor-graded activity. The attendance policies set standards that are critical to the student academic success. An instructor may consider a student present who does not attend the entire class session if (a) the criteria used to make the determination are stated in the course syllabus and (b) the amount of time missed does NOT exceed 25% of the class session. Distant Learning progress and attendance are monitored and tracked through our online Learning Portal (LMS – LEARNING MANAGEMENT SYSTEM). Each student is provided a unique Username and Password. With these credentials, we can track when students are logged in, how long they've stayed active, the assignments, labs and modules completed. Also, Students can interact with Teachers in real time while also having the ability watch pre-recorded lectures and demonstrations.

### *ESTABLISHING ATTENDANCE / VERIFYING ENROLLMENT*

New students registered for a class shall attend by the second scheduled class session, or be withdrawn

*MONITORING STUDENT ATTENDANCE*

Instructors shall monitor student based on both consecutive absences and absences as a percentage of the total program hours.

*CONSECUTIVE ABSENCE RULE*

When a student is absent from for (5) consecutive calendar days excluding holidays and scheduled breaks, the instructors shall notify the Director of Education. The consecutive absence rule is applied to days missed in the total program.

*PERCENTAGE ABSENCE RULE*

Percentage	Action Taken
15% of the total classroom hours missed	Attendance warning letter sent
25% of the total classroom hours missed	Withdrawn from the program/class

Any student who is withdrawn due to unsatisfactory attendance and/or whose enrollments are terminated for violation of the attendance policy may not reenter before the start of the next grading period.

*LEAVE OF ABSENCE POLICY*

TPTI permits students to request a leave of absence (LOA) as long as there are documented, legitimate extenuating circumstances that require the students to interrupt their education. In order for a student to be granted an LOA, the student must submit a completed, signed and dated Leave of Absence Request by the 10th calendar day of the leave to the Director of Education.

*RE-ADMISSION FOLLOWING A LEAVE OF ABSENCE*

Upon return from leave, the student will be required to repeat the Program, if it had been interrupted, and receive final grades. The student will not be charged any fee for the repeat of any program from which the student took leave or for re-entry from the leave of absence. The date the student returns to class is normally scheduled for the beginning of a program. When a student is enrolled in a program, the student may return to any appropriate program, not only the program from which the student withdrew.

*EXTENSION OF LOA*

A student on an approved LOA may submit a request to extend the LOA without returning to class. Such a request may be approved by the Director of Education provided:

- (a) The student submits a completed LOA Extension Request before the end date of the current leave;
- (b) There is a reasonable expectation the student WILL return;
- (c) Appropriate courses required for completion of the program will be available to the student on the Date of return.

If the extension request is approved, the end date of the student’s current leave will be changed in the official student information system to reflect the new end date. If the request is denied, the student will be withdrawn, and the withdrawal date will be the student’s last date of attendance (LDA).

*FAILURE TO RETURN FROM A LEAVE OF ABSENCE*

A student who fails to return from a LOA on or before the date indicated in the written request will be terminated from the program, and the school will invoke the refund policy. The student’s last date of

attendance prior to the approved LOA will be used in order to determine the amount of funds the school earned and make any refunds that may be required under state policy.

### *RULES OF NON-INTERFERENCE*

Students' time should be respected and honored. Any action which interferes with the productivity of another student is prohibited. Tampering with Center equipment or that of other students is strictly prohibited. Practical "jokes" are not permitted, as they interfere with the productivity of the learning environment.

### *SAFETY*

Everyone's safety is of the utmost importance to us. Students must think about their actions and do nothing to create a situation or circumstance that may create peril hazard or endangerment to persons, property, systems, or processes, nor threaten to do so. Students should act to protect themselves and others from harm and to protect property from damage or theft. Do your part to create and maintain a safe and secure environment.

### *VIOLATION OF CONDUCT POLICIES*

If a student violates the conduct policy (toward another student), the victim is encouraged to bring this to the attention of the Director of Education who will set a meeting between the student and the CEO to determine the action which must be taken.

If a student otherwise violates the conduct policy, she appropriate staff member will notify the Director of Education of the violation and the Director will then meet with the student to discuss whether the violation warrants immediate termination or whether corrective action can be taken to avoid future conduct violations by the student.

The Director will attempt to meet with the student by requesting a meeting by phone and by email. If the student fails to respond for three business days, the enrollment will be terminated.

The Director will contact the student in writing within five calendar days of the meeting to notify the student of the decision which has been made.

Any violation of the Rules of Conduct or requirements outlined in this catalog may result in disciplinary action or actions, including but not limited to prosecution under the law, suspension or expulsion (dismissal) from the Computer Learning Center, oral or written reprimand and/or correction, a meeting with the instructor or Director of Education, or a referral conversation with an official of the State of Texas Department of Education. Any student aiding or abetting violation of any policy shall also be deemed to have violated policy.

### *RE-ADMITTANCE INTO A PROGRAM*

If a student is dismissed from a program for any reason, the following procedure should be followed in order to re-enter the program:

The student submits a letter to his/her Career Consultant requesting re-admittance to the program.

After reviewing the letter, the Career Consultant meets with the student to discuss the reason(s) he/she removed from or stopped attending the program and how similar issues can be prevented should re-admission be granted. **A student can NOT be readmitted until a minimum of one grading period has**

**passed.** The Career Consultant will discuss the student's request with the VP of Operations and CEO for a final decision to be made.

### *GRIEVANCE AND APPEALS PROCEDURE*

If a student has issues that need to be addressed, he/she must follow the procedure described below. The student must submit all relevant information concerning said issues in a timely manner. This information should be specific and honest.

The procedure is as follows:

The student should contact his/her instructor or representative and arrange a meeting to discuss the issues.

If the student's issues are not resolved after speaking with the instructor / representative, the student may request a meeting with the instructor's / representative's immediate supervisor to try and resolve the issue / dispute.

If the meeting with the supervisor does not result in an agreement, the student has the right to speak with the Director of Education to resolve the issues.

If the student's concerns are not met, the student will be referred to the CEO.

If after meeting with the CEO, the student is still not satisfied with the outcome of all these channels, he / she will be given TWC form PS-401A. (The Texas Workforce Commission Student Complaint Form). The student may complete this and mail it to: Texas Workforce Commission Career Schools and Colleges 101 East 15<sup>th</sup> Street, Room 226T Austin, TX 78778-001 Phone: 512-936-3100

## Programs

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### IT Help Desk / End User Support Specialist Program

#### **Admission Requirements:**

- A. Individuals applying for this course are required to:
- B. interview with an admissions counselor;
- C. be at least 18 years of age (applicants under the age of 18 require written permission from a parent or legal guardian to enroll); and
- D. present proof of secondary education (high school diploma or GED certificate) or
- E. in the event the applicant is unable to provide proof of secondary education, achieve a passing score on the Wonderlic Basic Skills Test (Verbal 200 and Quantitative 210)

#### **Course Description:**

In this course, students will acquire the essential skills to perform the job as Computer User Support Specialist or IT Help Desk / End User Support Specialist. This course covers information students will need to install, upgrade, repair, configure, troubleshoot, optimize, and perform preventative maintenance of basic personal computer hardware, devices and operating systems.

\* Non-Degree Program

## Subject Outline

Course ID	Subject Title	Lec /Lab/Ext/Total
555-200.1	Hardware Fundamentals	8 / 08 / 00 / 16
555-200.2	Operating System Fundamentals	4 / 08 / 00 / 12
555-200.3	Operational Procedures	4 / 04 / 00 / 8
555-200.4	Peripheral Components	4 / 04 / 00 / 8
555-200.5	Managing System Components	6 / 06 / 00 / 12
555-200.6	Installing and Configuring Operating Systems	8 / 08 / 00 / 16
555-200.7	Customized Client Environments	4 / 04 / 00 / 8
555-200.8	Networking Technologies	8 / 04 / 00 / 12
555-200.9	Installing, Configuring, & Maintaining SOHO Networks	4 / 04 / 00 / 8
555-200.10	Supporting Laptops	4 / 04 / 00 / 8
555-200.11	Mobile Computing	4 / 04 / 00 / 8
555-200.12	Supporting Printers	4 / 04 / 00 / 8
555-200.13	Security	6 / 06 / 00 / 12
555-200.14	Troubleshooting Hardware Components	6 / 06 / 00 / 12
555-200.15	Troubleshooting System-Wide Issues	6 / 06 / 00 / 12
	<b>Total Hours</b>	<b>80 / 80 / 00 / 160</b>

\*The approximate time required to complete this course is four weeks.

## Subject Description or Synopsis

555-200.1

Hardware Fundamentals: Learn Computer System Components, Storage Devices and Device Connections as well as Interfaces.

**Prerequisites:** Completion of Texas Premier Technology Institute, Inc. admissions and enrollment procedures.

555-200.2

Operating System Fundamentals: Learn Personal Computer Operating Systems, Windows Control Panel Utilities, Command Line Tools, Windows Security Settings and Windows Operating System Tools.

**Prerequisites:** 555-200.1 Hardware Fundamentals

## 555-200.3

Operational Procedures: Learn basic maintenance tools and techniques, Electrical Safety, Environmental Safety and Materials Handling, Professionalism as well as Communication.

**Prerequisites:** 555-200.2 Operating System Fundamentals

## 555-200.4

Peripheral Components: In this subject student Install and Configure Display Devices, Install and Configure Input Devices, Install and Configure Expansion Cards, as well as Install and Configure Multimedia Devices.

**Prerequisites:** 555-200.3 Operational Procedures

## 555-200.5

Managing System Components: In this subject student cover Motherboards, CPUs and Cooling Systems, Power Supplies, RAM Types and Features. Students also Install and Configure Storage Devices, as well as Configure the System BIOS.

**Prerequisites:** 555-200.4 Peripheral Components

## 555-200.6

Installing and Configuring Operating Systems: In this subject, students will Implement Virtualization, Install Microsoft Windows, perform Windows Upgrades and Windows Preventive Maintenance.

**Prerequisites:** 555-200.5 Managing System Components

## 555-200.7

Customized Client Environments: Learn Standard Clients, as well as Custom Client Environments.

**Prerequisites:** 555-200.6 Installing and Configuring Operating Systems

## 555-200.8

Networking Technologies: Learn Physical Network Connections, TCP/IP, Network Connectivity, Ports and Protocols, Set Up and Configure Windows Networking as well as Networking Tools.

**Prerequisites:** 555-200.7 Customized Client Environments

555-200.9

Installing, Configuring, and Maintaining SOHO Networks: These subject covers the Installation and Configuration of SOHO Networks as well as Network Security.

**Prerequisites:** 555-200.8 Networking Technologies

555-200.10

Supporting Laptops: Learn Laptop Hardware and Components. Students Install and Configure Laptop Hardware Components

**Prerequisites:** 555-200.9 Networking Technologies

555-200.11

Mobile Computing: Learn Mobile Device Technologies as well as how to Configure Mobile Devices.

**Prerequisites:** 555-200.10 Supporting Laptops

555-200.12

Supporting Printers: Learn Printer Technologies. Students install, configure, and maintain network Printers.

**Prerequisites:** 555-200.11 Mobile Computing

555-200.13

Security: Learn Security Fundamentals, Security Threats and Vulnerabilities, Security Protection Measures and Workstation Security.

**Prerequisites:** 555-200.12 Supporting Printers

555-200.14

Troubleshooting Hardware Components: Learn Troubleshooting Theory, Troubleshoot Video and Display, Devices, Troubleshoot Hard Drives and RAID Arrays, Troubleshoot System Components, Troubleshoot Laptops as well as Troubleshoot Printers.

**Prerequisites:** 555-200.13 Security

555-200.15

Troubleshooting System-Wide Issues: Learn how to Troubleshoot Operating Systems, Troubleshoot Wired Wireless Networks and Troubleshoot Common Security Issues.

**Prerequisites:** 555-200.14 Troubleshooting Hardware Components

**Class Start Dates:**

Classes for day students begin August 1, 2017, with successive classes beginning approximately every 6 weeks.

**Tuition and Fees:**

Tuition	Fees
Program Cost	\$5,200.00
Books & Supplies	\$200.00
<b>Total Cost</b>	<b>\$5,400.00</b>

**Cost per Single Subject:**

Course ID	Program	Cost
555-200.1	Hardware Fundamentals	\$520.00
555-200.2	Operating System Fundamentals	\$390.00
555-200.3	Operational Procedures	\$260.00
555-200.4	Peripheral Components	\$260.00
555-200.5	Managing System Components	\$390.00
555-200.6	Installing and Configuring Operating Systems	\$520.00
555-200.7	Customized Client Environments	\$260.00
555-200.8	Networking Technologies	\$390.00
555-200.9	Installing, Configuring, and Maintaining SOHO Networks	\$260.00
555-200.10	Supporting Laptops	\$260.00
555-200.11	Mobile Computing	\$260.00
555-200.12	Supporting Printers	\$260.00
555-200.13	Security	\$390.00
555-200.14	Troubleshooting Hardware Components	\$390.00
555-200.15	Troubleshooting System-Wide Issues	\$390.00

**Network Systems Administrator Associate Program**

**Admission Requirements:**

- A. Individuals applying for this course are required to:
- B. interview with an admissions counselor;
- C. be at least 18 years of age (applicants under the age of 18 require written permission from a parent or legal guardian to enroll); and
- D. present proof of secondary education (high school diploma or GED certificate) or

- E. in the event the applicant is unable to provide proof of secondary education, achieve a passing score on the Wonderlic Basic Skills Test (Verbal 200 and Quantitative 210)

**Course Description:**

The Network Systems Administrator Associate Program describes the major networking technologies, systems, skills, and tools in use in modern Corporate networks. Students will learn to install, configure, upgrade, maintain, and troubleshoot servers and server hardware while learning essential networking fundamentals and other information and skills for those pursuing a career path in IT infrastructure, Cloud and Network Systems Administration.

\* Non-Degree Program

**Subject Outline**

<b>Course ID</b>	<b>Subject Title</b>	<b>Lec/Lab/Ext/Total</b>
555-300.1	Network Theory	4 / 02 / 00 / 6
555-300.2	Network Communications Methods	2 / 02 / 00 / 4
555-300.3	Network Media and Hardware	2 / 03 / 00 / 5
555-300.4	Network Implementations	2 / 03 / 00 / 5
555-300.5	Network Models	2 / 02 / 00 / 4
555-300.6	TCP/IP Addressing and Data Delivery	2 / 02 / 00 / 4
555-300.7	TCP/IP Services	2 / 02 / 00 / 4
555-300.8	LAN Infrastructure	3 / 03 / 00 / 6
555-300.9	WAN Infrastructure	3 / 03 / 00 / 6
555-300.10	Remote Networking	3 / 03 / 00 / 6
555-300.11	System Security	3 / 03 / 00 / 6
555-300.12	Network Security	3 / 03 / 00 / 6
555-300.13	Network Security Threats and Attacks	3 / 03 / 00 / 6
555-300.14	Network Management	3 / 03 / 00 / 6
555-300.15	Network Troubleshooting	3 / 03 / 00 / 6
550-400.1	Introduction to Servers	4 / 04 / 00 / 8
550-400.2	Exploring the Server Hardware	4 / 04 / 00 / 8
550-400.3	Introduction to Server Software	4 / 04 / 00 / 8
550-400.4	Exploring the Server Storage System	4 / 04 / 00 / 8
550-400.5	Installing the Server Hardware	4 / 04 / 00 / 8
550-400.6	Configuring Servers	4 / 04 / 00 / 8

550-400.7	Examining the Issues in Upgrading Server Components	4 / 04 / 00 / 8
550-400.8	Examining Servers in an IT Environment	4 / 04 / 00 / 8
550-400.9	Troubleshooting Servers	4 / 04 / 00 / 8
550-400.10	Exploring Disaster Recovery Concepts & Methodologies	4 / 04 / 00 / 8
580- 40349A	Windows Operating System Fundamentals	6 / 06/ 00 / 12
580-40365A	Windows Server Administration Fundamentals	6 / 06/ 00 / 12
580-40366A	Network Fundamentals	6 / 06/ 00 / 12
580-40367A	Security Fundamentals	6 / 06/ 00 / 12
580-40368A	Mobility and Device Fundamentals	6 / 06/ 00 / 12
580-40369A	Cloud Fundamentals	6 / 06/ 00 / 12
	<b>Total Hours</b>	<b>116 / 116 / 00 / 232</b>

\*The approximate time required to complete this course is six weeks.

**Subject Description or Synopsis**

555-300.1

Network Theory: Learn Networking Terminology, Network Categories, Standard Network Models, Physical Network Topologies as well as Logical Network Topologies.

**Prerequisites:** Completion of Texas Premier Technology Institute, Inc. admissions and enrollment procedures.

555-300.2

Network Communications Methods: Learn Data Transmission Methods, Media Access Methods as well as Signaling Methods.

**Prerequisites:** 555-300.1 Network Theory

555-300.3

Network Media and Hardware: Learn Bounded Network Media, Unbounded Network Media, Noise Control, as well as Network Connectivity Devices.

**Prerequisites:** 555-300.2 Network Communications Methods

555-300.4

Network Implementations: Learn Ethernet Networks and Wireless Networks.

**Prerequisites:** 555-300.3 Network Media and Hardware

555-300.5

Network Models: Learn the OSI Model as well as the TCP/IP Model.

**Prerequisites:** 555-300.4 Network Implementations

555-300.6

TCP/IP Addressing and Data Delivery: Learn TCP/IP Protocol Suite, IP Addressing, Default IP Addressing Schemes. Create Custom IP Addressing Schemes, Implement IPv6 Addresses as well as Delivery Techniques.

**Prerequisites:** 555-300.5 Network Models

555-300.7

TCP/IP Services: Learn how to assign IP Addresses, Domain Naming Services, TCP/IP Commands, Common TCP/IP Protocols as well as TCP/IP Interoperability Services.

**Prerequisites:** 555-300.6 TCP/IP Addressing and Data Delivery

555-300.8

LAN Infrastructure: Learn Switching, and how to enable Static Routing. Implement Dynamic IP Routing, and Virtual LANs as well as how to Plan a SOHO Network.

**Prerequisites:** 555-300.7 TCP/IP Services

555-300.9

WAN Infrastructure: Learn WAN Transmission Technologies, WAN Connectivity Methods and Voice over Data Transmission.

**Prerequisites:** 555-300.8 LAN Infrastructure

555-300.10

Remote Networking: Learn Remote Network Architectures, Remote Access Networking Implementations, Virtual Private Networking and VPN Protocols.

**Prerequisites:** 555-300.9 WAN Infrastructure

555-300.11

System Security: Learn Computer Security Basics, System Security Tools, Authentication Methods and Encryption Methods.

**Prerequisites:** 555-300.10 Remote Networking

555-300.12

Network Security: Learn Network Perimeter Security, Intrusion Detection and Prevention, as well as Protect Network Traffic Using IPsec.

**Prerequisites:** 555-300.11 System Security

555-300.13

Network Security Threats and Attacks: Learn Network-Based Security Threats and Attacks, Apply Threat Mitigation Techniques and Educate Users.

**Prerequisites:** 555-300.12 Network Security

555-300.14

Network Management: Learn Network Monitoring, Configuration Management Documentation and Network Performance Optimization.

**Prerequisites:** 555-300.13 Network Security Threats and Attacks

555-300.15

Network Troubleshooting: Learn Network Troubleshooting Models, Network Troubleshooting Utilities, Hardware Troubleshooting Tools as well as Common Connectivity Issues.

**Prerequisites:** 555-300.14 Network Management

555-400.1

Introduction to Servers: Learn how to examine Network Architecture, Identify Common Server Types and Functions.

**Prerequisites:** 555-300.15 Network Troubleshooting

555-400.2

Exploring the Server Hardware: Learn how to identify Server System Board Components, explore System Processing Core, explore Server Memory and examine Server Cooling and Power Systems.

**Prerequisites:** 555-400.1 Introduction to Servers

555-400.3

Introduction to Server Software: Learn how to describe Server Software, NOS Management Features, NOS Security Features and Network Essentials for Servers.

**Prerequisites:** 555-400.2 Exploring the Server Hardware

555-400.4

Exploring the Server Storage System: Learn how to examine Storage Devices Used for Servers, Exploring IDE and SCSI, Describe RAID, Explore NAS Implementations and how to Explore SAN Implementations.

**Prerequisites:** 555-400.3 Introduction to Server Software

555-400.5

Installing the Server Hardware: Learn how to: identify the best practices in Server Hardware Installation, Install Hardware Components on a Server, Verify Server Installation as well as how to install a Server in a Network Environment.

**Prerequisites:** 555-400.4 Exploring the Server Storage System

555-400.6

Configuring Servers: Learn how to do the following: NOS Installation and Verification, Install System Monitoring Agents and Service Tools as well as Server Configuration Documentation.

**Prerequisites:** 555-400.5 Installing the Server Hardware

555-400.7

Examining the Issues in Upgrading Server Components: Learn how to do the following: Examine an Upgrade Checklist, Examine the Issues in Upgrading Server Hardware as well as examine the Issues in Upgrading Server Software.

**Prerequisites:** 555-400.6 Configuring Servers

555-400.8

Examining Servers in an IT Environment: Learn how to do the following: Industry Best Practices for Server Installation and Maintenance as well as Server Security and Access Methods.

**Prerequisites:** 555-400.7 Examining the Issues in Upgrading Server Components

555-400.9

Troubleshooting Servers: Learn how to do the following: Examine the Troubleshooting Theory and Methodologies, Troubleshoot Server Hardware Problems, Troubleshoot Server Software Problems, Troubleshoot Server Network Problems and Troubleshoot Server Storage Device Problems.

**Prerequisites:** 555-400.8 Examining Servers in an IT Environment

555-400.10

Exploring Disaster Recovery Concepts and Methodologies: Learn how to do the following: Examine Disaster Recovery Plans, Implement Disaster Recovery Methodologies, as well as Implement Replication Methods.

**Prerequisites:** 555-400.9 Troubleshooting Servers

580- 40349A

Windows Operating System Fundamentals: This Training course helps you to build an understanding of these topics: Operating System Configurations, Installing and Upgrading Client Systems, Managing Applications, Managing Files and Folders, Managing Devices, and Operating System Maintenance.

**Prerequisites:** 555-400.10 Exploring Disaster Recovery Concepts and Methodologies

580-40365A

Windows Server Administration Fundamentals: Training course helps build an understanding of these topics: Server Installation, Server Roles, Active Directory, Storage, Server Performance Management, and Server Maintenance. This course leverages the same content as found in the Microsoft Official Academic Course (MOAC) for this exam.

**Prerequisites:** 580-40349A Windows Operating System Fundamentals

580-40366A

Network Fundamentals: This Training course helps you build an understanding of these topics: Network Infrastructures, Network Hardware, and Protocols and Services.

**Prerequisites:** 580-40365A Windows Server Administration Fundamentals

580-40367A

Security Fundamentals: This Training course helps you build an understanding of these topics: Security Layers, Operating System Security, Network Security, and Security Software.

**Prerequisites:** 580-40366A Network Fundamentals

580-40368A

Mobility and Device Fundamentals: This Training course helps build an understanding of these topics: Device configurations, Data Access and Management, Device Security, Cloud Services and Enterprise Mobility.

**Prerequisites:** 580-40367A Security Fundamentals

580-40369A

Cloud Fundamentals: Build an understanding of these topics: The cloud, enabling, using and configuring cloud services, supporting cloud users, and administering Office 365 and Microsoft Intune.

**Prerequisites:** 580-40368A Mobility and Device Fundamentals

**Class Start Dates:**

Classes for day students begin August 1, 2017, with successive classes beginning approximately every 6 weeks.

**Tuition and Fees:**

Tuition	Fees
Program Cost	\$7,540.00
Books & Supplies	\$200.00
<b>Total Cost</b>	<b>\$7,740.00</b>

**Cost per Single Subject:**

Course ID	Course	Cost
555-300.1	Network Theory	\$195.00
555-300.2	Network Communications Methods	\$130.00
555-300.3	Network Media and Hardware	\$162.50
555-300.4	Network Implementations	\$162.50
555-300.5	Network Models	\$130.00
555-300.6	TCP/IP Addressing and Data Delivery	\$130.00
555-300.7	TCP/IP Services	\$130.00
555-300.8	LAN Infrastructure	\$195.00

555-300.9	WAN Infrastructure	\$195.00
555-300.10	Remote Networking	\$195.00
555-300.11	System Security	\$195.00
555-300.12	Network Security	\$195.00
555-300.13	Network Security Threats and Attacks	\$195.00
555-300.14	Network Management	\$195.00
555-300.15	Network Troubleshooting	\$195.00
555-400.1	Hardware Fundamentals	\$260.00
555-400.2	Operating System Fundamentals	\$260.00
555-400.3	Operational Procedures	\$260.00
555-400.4	Peripheral Components	\$260.00
555-400.5	Managing System Components	\$260.00
555-400.6	Installing and Configuring Operating Systems	\$260.00
555-400.7	Customized Client Environments	\$260.00
555-400.8	Networking Technologies	\$260.00
555-400.9	Installing, Configuring, and Maintaining SOHO Networks	\$260.00
555-400.10	Supporting Laptops	\$260.00
580-40349A	Windows Operating System Fundamentals	\$390.00
580-40365A	Windows Server Administration Fundamentals	\$390.00
580-40366A	Network Fundamentals	\$390.00
580-40367A	Security Fundamentals	\$390.00
580-40368A	Mobility and Device Fundamentals	\$390.00
580-40369A	Cloud Fundamentals	\$390.00

## IT Security Administrator Associate Program

### Admission Requirements:

- A. Individuals applying for this course are required to:
- B. interview with an admissions counselor;
- C. be at least 18 years of age (applicants under the age of 18 require written permission from a parent or legal guardian to enroll); and
- D. present proof of secondary education (high school diploma or GED certificate) or
- E. in the event the applicant is unable to provide proof of secondary education, achieve a passing score on the Wonderlic Basic Skills Test (Verbal 200 and Quantitative 210)

### Course Description:

Students will learn how to install, operate, configure, and verify a basic IPv4 and IPv6 network, including configuring a LAN switch, configuring an IP router, connecting to a WAN, and identifying basic security threats. Students will also gain an in-depth knowledge of systems security, access control, network infrastructure, assessments and audits, cryptography and organizational security across all vendor products. These skills have become increasingly important, as additional safeguards such as intrusion detection systems, physical access control and multi-factor authentication become standard methods of protection.

Students are given real world scenarios to reinforce the material covered and will learn how to apply the concepts to their daily operations. IT Security Administrator Program teaches critical knowledge of communication security, infrastructure security, cryptography, operational security, and general security concepts. Because human error is the number one cause for a network security breach, CompTIA Security+ and Cisco Interconnecting Networking Devices Courses are recognized by the technology community as a valuable credential that proves competency with information security.

\* Non-Degree Program

### Subject Outline:

Course ID	Subject Title	Lec/Lab/Ext/Total
560-100.01	Interconnecting Cisco® Networking Devices Part 1	20 / 20 / 00 / 40
560-100.02	Interconnecting Cisco® Networking Devices Part 2	20 / 20 / 00 / 40
550-500.1	Network Security	16 / 16 / 00 / 32
550-500.2	Compliance and Operational Security	12 / 12 / 00 / 24
550-500.3	Threats and Vulnerabilities	16 / 16 / 00 / 32
550-500.4	Application, Data and Host Security	16 / 16 / 00 / 32
550-500.5	Access Control and Identity Management	12 / 12 / 00 / 24
550-500.6	Cryptography	8 / 08 / 00 / 16
	<b>Total Hours</b>	<b>120 / 120 / 00 / 240</b>

\*The approximate time required to complete this course is six weeks.

## Subject Description or Synopsis

560-100.1

Interconnecting Networking Devices Part 1: Students will learn how to install, operate, configure, and verify a basic IPv4 and IPv6 network, including configuring a LAN switch, configuring an IP router, connecting to a WAN, and identifying basic security threats.

Learn the following topics;

- Switch Startup and Initial Configuration
- Troubleshoot Switch Media Issues
- Router Setup and Initial Configuration
- Configure a Static Route, DHCP, and Network Address Translation
- Enhance the Security of Router and Switch Configuration
- Device Hardening
- Filter Traffic with ACLs
- Enhanced - Troubleshoot ACLs
- Configure an Expanded Switched Network
- Configure DHCP Server
- Implement Single-Area OSPF
- Configure Basic IPv6
- Implement IPv6 Stateless Auto-Configuration
- Implement IPv6 Routing
- ICND1 Super Lab

**Prerequisites:** Completion of Texas Premier Technology Institute, Inc. admissions and enrollment procedures.

560-100.2

Interconnecting Networking Devices Part 2: Students will learn how to install, operate, configure, and verify a basic IPv4 and IPv6 network, including configuring a LAN switch, configuring an IP router, connecting to a WAN, and identifying basic security threats. In this course, you will gain the knowledge and skills needed to install, configure, operate, and troubleshoot a small enterprise network. You will focus on redundant topologies, troubleshooting common networking issues, configuring EIGRP and multi-area OSPF in both IPv4 and IPv6, understanding WAN technologies, and becoming familiar with device management and Cisco licensing.

Learn the following topics;

- ICND1 Review Lab
- Troubleshoot VLANs and Trunks

- Optimize STP
- Configure Ether Channel
- Exclusive - Configure HSRP
- Troubleshoot IP Connectivity
- Implement EIGRP
- Troubleshoot EIGRP
- Implement EIGRP for IPv6
- Configure Multi-area OSPF
- Troubleshoot Multi-area OSPF
- Configure Multi-area OSPFv3
- Configure and Troubleshoot a Serial Connection
- Establish a Frame Relay WAN
- Establish a GRE Tunnel
- Configure Basic SNMP and Syslog
- Manage Cisco Devices and Licensing
- ICND2 Super Lab

**Prerequisites:** Interconnecting Networking Devices Part 1

555-500.1

Network Security: Learn how to examine Network Device security, secure Network Administration and Design elements. Secure and insecure Network Protocols, Network Ports, securing wireless and domain devices.

**Prerequisites:** Interconnecting Networking Devices Part 2

555-500.2

Compliance and Operational Security: Learn risk Concepts, risk mitigation, incident response, security training, Business Continuity, environmental controls, Disaster Recovery and Confidentiality, Integrity and Availability (CIA)

**Prerequisites:** 555-500.1 Networking Security

555-500.3

Threats and Vulnerabilities: Learn different threat and security threats including;

- |                                    |                                       |
|------------------------------------|---------------------------------------|
| • Malware Types                    | • Domain Review                       |
| • Attack Types                     | • Threats and Vulnerability Exercises |
| • Social Engineering Attacks       | • Auditing                            |
| • Wireless Attacks                 | • Browser Security                    |
| • Application Attacks              | • Personal Firewall                   |
| • Attack Mitigation and Deterrence | • Windows Software Update Services    |
| • Attack Assessment Tools          | • Password Crackers                   |
|                                    | • WinPatrol                           |

- Penetration Testing vs. Vulnerability Assessment

**Prerequisites:** 555-500.2 Compliance and Operational Security

555-500.4

Application, Data and Host Security: Learn Application security concepts such as fuzzing, cross-site scripting, cross site request forgery, application and database hardening, device security, encryption, data-wiping, SCADA and embedded systems security, virtualization and cloud security concepts, mobile device security and the various methods used to implement best practices.

**Prerequisites:** 555-500.3 Threats and Vulnerabilities

555-500.5

Access Control and Identity Management: Learn the functions of Authentication Services, Authentication, Authorization, and Access Controls. Account Management, Access Control and Identity Management Exercises including creating a secure Workstation, OU and Delegating Controls. Disabling an Account and setting Workstation Restrictions.

**Prerequisites:** 555-500.4 Application, Data and Host Security

555-500.6

Cryptography: Learn Cryptography Concepts, Tools, Products, and Algorithms. Public Key Infrastructure, Certificate Services, Servers and Requests and use Steganography Software.

**Prerequisites:** 555-500.5 Access Control and Identity Management

**Class Start Dates:**

Classes for day students begin August 1, 2017, with successive classes beginning approximately every 6 weeks.

**Tuition and Fees:**

Tuition	Fees
Program Cost	\$7,000.00
Books & Supplies	\$200.00
<b>Total Cost</b>	<b>\$7,200.00</b>

**Cost per Single Subject:**

Course ID	Course	Cost
560-100.1	Cisco Interconnecting Networking Devices Part 1	\$1,200.00
560-100.2	Cisco Interconnecting Networking Devices Part 2	\$1,200.00
555-500.1	Network Security	\$960.00
555-500.2	Compliance and Operational Security	\$720.00
555-500.3	Threats and Vulnerabilities	\$960.00
555-500.4	Application, Data and Host Security	\$960.00
555-500.5	Access Control and Identity Management	\$720.00
555-500.6	Cryptography	\$480.00

**Database Administrator Associate Program****Admission Requirements:**

- A. Individuals applying for this course are required to:
- B. interview with an admissions counselor;
- C. be at least 18 years of age (applicants under the age of 18 require written permission from a parent or legal guardian to enroll); and
- D. present proof of secondary education (high school diploma or GED certificate) or
- E. in the event the applicant is unable to provide proof of secondary education, achieve a passing score on the Wonderlic Basic Skills Test (Verbal 200 and Quantitative 210)

**Course Description:**

This course covers database design and the use of database management systems for applications. It includes coverage of the relational model, and SQL. It also covers XML data including DTDs and XML Schema for validation, and the query and transformation languages XPath, XQuery, and XSLT. The course includes database design in UML, and relational design principles based on dependencies and normal forms. Many additional key database topics from the design and application-building perspective are also covered: indexes, views, transactions, authorization, integrity constraints, triggers, on-line analytical processing (OLAP), JSON, and emerging NoSQL systems.

\* Non-Degree Program

**Subject Outline:**

Course ID	Subject Title	Lec/Lab/Ext/Total
581-40364A	Database Administrator Fundamentals	100 / 100 / 00 / 200
	<b>Total Hours</b>	<b>100 / 100 / 00 / 200</b>

\*The approximate time required to complete this course is five weeks.

**Subject Description or Synopsis**

581- 40349A

Database Administrator Fundamentals:

This Training course helps you build an understanding of these topics: Core Database Concepts, Creating Database Objects, Manipulating Data, Data Storage, and Administering a Database. It includes coverage of the relational model, and SQL. It also covers XML data including DTDs and XML Schema for validation, and the query and transformation languages XPath, XQuery, and XSLT. The course includes database design in UML, and relational design principles based on dependencies and normal forms. Many additional key database topics from the design and application-building perspective are also covered: indexes, views, transactions, authorization, integrity constraints, triggers, on-line analytical processing (OLAP), JSON, and emerging NoSQL systems.

**Prerequisites:** Completion of Texas Premier Technology Institute, Inc. admissions and enrollment procedures.

**Class Start Dates:**

Classes for day students begin August 1, 2017, with successive classes beginning approximately every 6 weeks.

**Tuition and Fees:**

Tuition	Fees
Program Cost	\$7,000.00
Books & Supplies	\$200.00
<b>Total Cost</b>	<b>\$7,200.00</b>

**Cost per Single Subject:**

Course ID	Program	Cost
581- 40349A	Database Administrator Fundamentals	\$7,000.00

## Software Solution Developer Associate Program

### Admission Requirements:

- A. Individuals applying for this course are required to:
- B. interview with an admissions counselor;
- C. be at least 18 years of age (applicants under the age of 18 require written permission from a parent or legal guardian to enroll); and
- D. present proof of secondary education (high school diploma or GED certificate) or
- E. in the event the applicant is unable to provide proof of secondary education, achieve a passing score on the Wonderlic Basic Skills Test (Verbal 200 and Quantitative 210)

### Course Description:

Master the fundamentals of these topics: Core Programming, Object-Oriented Programming, General Software Development, Web Applications, Desktop Applications, and Databases website development, such as HTML5, XHTML, CSS, JavaScript, Ajax, multimedia, HTTP, and scripting languages. Build dynamic, database-driven web applications. Students will design, code, and build mobile apps and games using cross-platform tools.

\* Non-Degree Program

### Subject Outline:

Course ID	Subject Title	Lec/Lab/Ext/Total
582- 40361A	Software Developer Fundamentals	16 / 16 / 00 / 32
582- 40362A	Windows Development Fundamentals	16 / 16 / 00 / 32
582- 40363A	Web Development Fundamentals	14 / 14 / 00 / 28
582- 40372A	.NET Fundamentals	14 / 14 / 00 / 28
582- 40373A	Mobile Fundamentals	14 / 14 / 00 / 28
582- 40374A	Gaming Development Fundamentals	14 / 14 / 00 / 28
582- 40375A	HTML Application Development Fundamentals	12 / 12 / 00 / 24
	<b>Total Hours</b>	<b>100 / 100 / 00 / 200</b>

\*The approximate time required to complete this course is five weeks.

**Subject Description or Synopsis**

582- 40361A

Software Developer Fundamentals: This course helps students build an understanding of these topics: Core Programming, Object-Oriented Programming, General Software Development, Web Applications, Desktop Applications, and Databases.

**Prerequisites:** Completion of Texas Premier Technology Institute, Inc. admissions and enrollment procedures.

582- 40362A

Windows Development Fundamentals: This course helps students build an understanding of these topics: Windows Programming Basics, Creating Windows Forms Applications, Creating Windows Services Applications, Accessing Data in a Windows Forms Application, and Deploying a Windows Application.

**Prerequisites:** 582-40361A Software Developer Fundamental

582- 40363A

Web Development Fundamentals: This course helps students build an understanding of these topics: Programming Web Applications, Working with Data and Services, Troubleshooting and Debugging Web Applications, Working with Client-Side Scripting, and Configuring and Deploying Web Applications.

**Prerequisites:** 582-40362A Windows Development Fundamental

582- 40372A

.NET Fundamentals: This course helps students build an understanding of these topics: .NET Framework Concepts, Namespaces and Classes in the .NET Framework, .NET Code Compilation, I/O Classes in the .NET Framework, Security, .NET Languages, and Memory Management.

**Prerequisites:** 582-40363A Web Development Fundamental

580-40373A

Mobile Fundamentals: This course helps students build an understanding of these topics: Work with Physical Devices, Use Data with Mobile Services, use a Mobile Application Development Environment, Develop Mobile Applications.

**Prerequisites:** 582-40372A .NET Fundamental

582- 40374A

Gaming Development Fundamentals:

This course helps students build an understanding of these topics: Game Design, Hardware, Graphics, and Animation.

**Prerequisites:** 582-40366A Mobile Fundamental

582- 40375A

**HTML Application Development Fundamentals:** This course helps students build an understanding of these topics: Manage the Application Life Cycle, Build the User Interface by Using HTML5, and Format the User Interface by Using CSS, Code by Using JavaScript.

**Prerequisites:** 582-40374A Gaming Development Fundamental

**Class Start Dates:**

Classes for day students begin August 1, 2017, with successive classes beginning approximately every 6 weeks.

**Tuition and Fees:**

Tuition	Fees
Program Cost	\$7,000.00
Books & Supplies	\$200.00
<b>Total Cost</b>	<b>\$7,200.00</b>

**Cost per Single Subject:**

Course ID	Program	Cost
582- 40361A	Software Developer Fundamentals	\$1,120.00
582- 40362A	Windows Development Fundamentals	\$1,120.00
582- 40363A	Web Development Fundamentals	\$980.00
582- 40372A	.Net Development Fundamentals	\$980.00
580-40366A	Mobility Fundamentals	\$980.00
582- 40374A	Gaming Development Fundamentals	\$980.00
582- 40375A	HTML Application Development Fundamentals	\$840.00

## Computer Systems Analyst / Office 365 Administrator Associate Program

### Admission Requirements:

- A. Individuals applying for this course are required to:
- B. interview with an admissions counselor;
- C. be at least 18 years of age (applicants under the age of 18 require written permission from a parent or legal guardian to enroll); and
- D. present proof of secondary education (high school diploma or GED certificate) or
- E. in the event the applicant is unable to provide proof of secondary education, achieve a passing score on the Wonderlic Basic Skills Test (Verbal 200 and Quantitative 210)

### Course Description:

This course targets the needs of who are interested in taking part in evaluation, planning, deployment, and operating procedures of Office 365 services, including its identities, dependencies, requirements, and supporting technologies. This course focuses on skills required to set up an Office 365 tenant, including federation with existing user identities, and skills required to sustain an Office 365 tenant and its users.

Computer Systems Analyst / Office 365 Administrator Associate Program prepares you for a position as an Office 365 Network Systems Administrator, Software as a Service (SaaS) Administrator, Systems Engineer, and Cloud Engineer focused on managing Office 365 business productivity products like Exchange, SharePoint, and Skype for Business.

### At course completion:

After completing this course, students will be able to:

- Plan an Office 365 deployment, configure the Office 365 tenant, and plan a pilot deployment.
- Manage Office 365 users, groups, and licenses, and configure delegated administration.
- Plan and configure client connectivity to Office 365.
- Plan and configure directory synchronization between Azure AD and on-premises AD DS.
- Plan and implement the deployment of Office 365 ProPlus.
- Plan and manage Exchange Online recipients and permissions.
- Plan and configure Exchange Online services.
- Plan and implement the Skype for Business Online deployment.
- Plan and configure SharePoint Online.
- Plan and configure an Office 365 collaboration solution that includes Yammer Enterprise, OneDrive for Business, and Office 365 groups.

- Plan and configure the integration between Office 365 and Azure RMS, and configure compliance features in Office 365.
- Monitor and review Office 365 services, and troubleshoot Office 365 issues.
- Plan and implement identity federation between on-premises AD DS and Azure AD.

\* Non-Degree Program

**Subject Outline:**

<b>Course ID</b>	<b>Subject Title</b>	<b>Lec/Lab/Ext/Total</b>
583-O365A	Managing Office 365 Identities and Requirements	50 / 50/ 00 / 100
583-O365B	Enabling Office 365 Services	50 / 50/ 00 / 100
	<b>Total Hours</b>	<b>100 / 100 / 00 /200</b>

\*The approximate time required to complete this course is six weeks for day students and eight weeks for evening students.

**Subject Description or Synopsis**

583-O365A

Managing Office 365 Identities and Requirements: This course describes how to configure an Office 365 tenant and plan for a pilot deployment. This course also describes how to manage Office 365 users, groups, and licenses, and configure administrative access by using the Office 365 console and the Windows PowerShell command-line interface. Also, this course describes the different types of client software that you can use to connect to Office 365, and the infrastructure requirements that the clients need to meet to connect to Office 365. In addition, this course teaches you how to configure different types of Office 365 clients, how to plan and configure directory synchronization between Azure AD and on-premises AD DS.

**Prerequisites:** *Students must meet the following*

- Completion of Texas Premier Technology Institute, Inc. admissions and enrolment procedures.
- Experience administering the Windows Server operating system, including Windows Server 2012, or later and Exchange 2010, or later.
- Experience working with AD DS.
- Experience working with name resolution, including DNS.
- Experience working with certificates, including public key infrastructure (PKI) certificates.
- Experience working with Windows PowerShell.
- Experience working with Exchange Server 2013 or later

Or, completed one of the following **Texas Premier Technology Institute Programs:**

- Network Systems Administrator Associate Program
- IT Security Administrator Associate Program

583-O365B

**Enabling Office 365 Services:** This course describes Exchange Online and explains how to create and manage recipient objects and how to manage and delegate Exchange security and how to plan and configure Exchange Online services. It also explains how to plan and configure anti-malware and anti-spam settings in Office 365. Course describes how to plan and implement the Skype for Business Online deployment. This course also describes how to plan voice integration with Skype for Business Online and describes the administrative features available within SharePoint Online and the most common configuration tasks for any administrator who starts using SharePoint Online.

This course also describes the concept of site collections and the different sharing options within SharePoint Online. A brief overview of additional portals, such as the video portal, are also provided. This course describes how to plan and implement a SharePoint collaboration solution, and how to enable Yammer Enterprise services within Office 365 and OneDrive for Business, and Office 365 groups. This course also describes the compliance features in Office 365 and explains how to manage them. In addition, it describes how to plan and configure Microsoft Azure Rights Management (Azure RMS). Additionally, it discusses the security features in Office 365. how to monitor and review Office 365 services, and troubleshoot Office 365 issues and plan, implement identity federation between on-premises AD DS and Azure AD.

**Prerequisites:** *Students must meet the following*

- Completion of Texas Premier Technology Institute, Inc. admissions and enrolment procedures.
- Completion of 583-O365A Managing Office 365 Identities and Requirements
- Experience administering the Windows Server operating system, including Windows Server 2012, or later and Exchange 2010, or later.
- Experience working with AD DS.
- Experience working with name resolution, including DNS.
- Experience working with certificates, including public key infrastructure (PKI) certificates.
- Experience working with Windows PowerShell.
- Experience working with Exchange Server 2013 or later

Or, completed one of the following Texas Premier Technology Institute Programs:

- Network Systems Administrator Associate Program
- IT Security Administrator Associate Program

**Class Start Dates:**

Classes for day students begin August 1, 2017, with successive classes beginning approximately every 6 weeks.

**Tuition and Fees:**

Tuition	Fees
Program Cost	\$7,300.00
Books & Supplies	\$200.00
<b>Total Cost</b>	<b>\$7,500.00</b>

**Cost per Single Subject:**

Course ID	Program	Cost
599-O365A	Managing Office 365 Identities and Requirements	\$3,650.00
599-O365B	Enabling Office 365 Services	\$3,650.00

## Private Cloud Administrator Associate Program

**Admission Requirements:**

- Individuals applying for this course are required to:
- interview with an admissions counselor;
- be at least 18 years of age (applicants under the age of 18 require written permission from a parent or legal guardian to enroll); and
- present proof of secondary education (high school diploma or GED certificate) or
- in the event the applicant is unable to provide proof of secondary education, achieve a passing score on the Wonderlic Basic Skills Test (Verbal 200 and Quantitative 210)

**Course Description:**

Cover the new features and enhancements for transforming virtualization and cloud computing. The program collectively covers implementing, managing, maintaining, and provisioning services and infrastructure in a Cloud based environment using Azure. It also covers the deploying of web applications, creating web apps from the gallery, deploying and monitoring Azure Web Apps, creating and configuring Azure Virtual Machines, creating and managing storage accounts, blobs and containers in a storage account.

Students create, configure and connect to a SQL Database instance, importing a standalone database, manage users, groups and subscriptions in an Azure Active Directory instance, creating a virtual network,

implementing a point to site network. Students learn how to describe Azure architecture components, including infrastructure, tools and portals, implementing and manage virtual networking within Azure and connecting to on-premises environments. Additionally, students plan and create azure virtual machines, configure webs apps and mobile apps, implement, manage, backup, and monitor storage solutions, implement data services based on SQL Database to support applications, manage Azure AD tenants, and configure application integration with Azure AD.

Microsoft Solution Expert Program Training – Cloud Platform Administrator will qualify you for such jobs as Network Systems administrator, systems programmer, and network manager.

**After completing this course, students will be able to:**

- Compare the services available in the Azure platform.
- Configure and deploy web applications.
- Deploying and monitoring Azure Web Apps.
- Creating and configuring Azure Virtual Machines.
- Create and manage a storage account.
- Manage blobs and containers in a storage account.
- Create, configure and connect to a SQL Databases instance.
- Identify the implications of importing a SQL standalone database.
- Manage users, groups and subscriptions in an Azure Active Directory instance.
- Create a virtual network.
- Implement a point-to-site network.
- Describe Azure architecture components, including infrastructure, tools, and portals.
- Implement and manage virtual networking within Azure and connect to on-premises environments.
- Plan and create Azure virtual machines.
- Configure, manage, and monitor Azure virtual machines to optimize availability and reliability.
- Deploy and configure web apps and mobile apps.
- Implement, manage, backup, and monitor storage solutions.
- Plan and implement data services based on SQL Database to support applications.
- Deploy, configure, monitor, and diagnose cloud services.
- Create and manage Azure AD tenants, and configure application integration with Azure AD.
- Integrate on-premises Windows AD with Azure AD.
- Automate operations in Azure management by using automation.

\* Non-Degree Program

## Subject Outline:

Course ID	Subject Title	Lec/Lab/Ext/Total
600-MSEPC532	Developing Microsoft Azure Solutions	30 / 30 / 00 / 60
600-MSEPC533	Implementing Microsoft Azure Solutions	30 / 30 / 00 / 60
600-MSEPC534	Designing and Implementing a Server Infrastructure	40 / 40 / 00 / 80
	<b>Total Hours</b>	<b>100 / 100 / 00 / 200</b>

\*The approximate time required to complete this course is six weeks for day students and eight weeks for evening students.

## Subject Description or Synopsis

### 600-MSEPC532

Developing Microsoft Azure Solutions: In this course students will cover deploying of web applications, creating web apps from the gallery, deploying and monitoring Azure Web Apps, creating and configuring Azure Virtual Machines, creating and managing storage accounts, blobs and containers in a storage account.

Students will create, configure and connect to a SQL Database instance, importing a standalone database, manage users, groups and subscriptions in an Azure Active Directory instance, creating a virtual network, implementing a point to site network.

### **Prerequisites:** *Students must meet the following*

- Completion of Texas Premier Technology Institute, Inc. admissions and enrolment procedures.
- Experience administering the Windows Server operating system, including Windows Server 2012, or later and Exchange 2010, or later.
- Experience working with AD DS.
- Experience working with name resolution, including DNS.
- Experience working with certificates, including public key infrastructure (PKI) certificates.
- Experience working with Windows PowerShell.
- Experience working with Exchange Server 2013 or later

### *Or, completed one of the following Texas Premier Technology Institute Programs:*

- Network Systems Administrator Associate Program
- IT Security Administrator Associate Program
- Computer Systems Analyst / Office 365 Administrator Associate Program

**600-MSEPC533**

Implementing Microsoft Azure Solutions: Students learn how to describe Azure architecture components, including infrastructure, tools and portals, implementing and manage virtual networking within Azure and connecting to on-premises environments.

**Prerequisites:** *Students must meet the following*

- Completion of Texas Premier Technology Institute, Inc. admissions and enrolment procedures.
- Completion of 600-MSEPC533 Implementing Microsoft Azure Solutions
- Experience administering the Windows Server operating system, including Windows Server 2012, or later and Exchange 2010, or later.
- Experience working with AD DS.
- Experience working with name resolution, including DNS.
- Experience working with certificates, including public key infrastructure (PKI) certificates.
- Experience working with Windows PowerShell.
- Experience working with Exchange Server 2013 or later

*Or, completed one of the following Texas Premier Technology Institute Programs:*

- Network Systems Administrator Associate Program
- IT Security Administrator Associate Program
- Computer Systems Analyst / Office 365 Administrator Associate Program

**600-MSEPC534**

Designing and Implementing a Server Infrastructure: Students plan and create azure virtual machines, configure webs apps and mobile apps, implement, manage, backup, and monitor storage solutions, implement data services based on SQL Database to support applications, manage Azure AD tenants, and configure application integration with Azure AD.

**Prerequisites:** *Students must meet the following*

- Completion of Texas Premier Technology Institute, Inc. admissions and enrolment procedures.
- Completion 600-MSEPC533 Implementing Microsoft Azure Solutions
- Experience administering the Windows Server operating system, including Windows Server 2012, or later and Exchange 2010, or later.
- Experience working with AD DS.
- Experience working with name resolution, including DNS.

- Experience working with certificates, including public key infrastructure (PKI) certificates.
- Experience working with Windows PowerShell.
- Experience working with Exchange Server 2013 or later

Or, completed one of the following **Texas Premier Technology Institute Programs:**

- Network Systems Administrator Associate Program
- IT Security Administrator Associate Program
- Computer Systems Analyst / Office 365 Administrator Associate Program

**Class Start Dates:**

Classes for day students begin August 1, 2017, with successive classes beginning approximately every 6 weeks.

**Tuition and Fees:**

Tuition	Fees
Program Cost	\$7,600.00
Books & Supplies	\$200.00
<b>Total Cost</b>	<b>\$7,800.00</b>

**Cost per Single Subject:**

Course ID	Program	Cost
602-MSEPC532	Developing Microsoft Azure Solutions	\$2,280.00
602-MSEPC533	Implementing Microsoft Azure Solutions	\$2,280.00
602-MSEPC534	Designing and Implementing a Server Infrastructure	\$3,040.00

