HACKBRIGHT ACADEMY

683 Sutter Street, San Francisco, CA 94102
Phone: 415-862-0595
www.hackbrightacademy.com | admissions@hackbrightacademy.com

ACADEMIC CATALOG
JULY 1, 2020 – JUNE 30, 2021

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ABOUT

Founded in 2012, Hackbright Academy is the leading engineering school for women with a mission to increase female representation in tech through education, mentorship and community.

Over the last 25 years, the percentage of women pursuing technical paths has dropped significantly. While the representation of women in fields like medicine, law and physical sciences has improved, hundreds of thousands of women have fallen from the ranks of computer scientists.

To close the gender gap in engineering and technology, we have reimagined and improved engineering education through a customized model that has proven to bring women back into the field. With the increasing influence of technology on everyday lives, it is our goal to include women as technology creators through three main avenues: education, mentorship and community.

MISSION AND OBJECTIVES

MISSION

We were founded in 2012 with a single purpose — to give women of diverse backgrounds the power and skills to build a long and successful career in the tech industry. Our empowering environment allows students to master the skills and knowledge they need to begin a new career in tech.

Hackbright's driving mission is to change the ratio in engineering and technology by providing the industry with strong, smart, and talented women. We partner with like-minded organizations and companies so that our impact has the farthest possible reach and remain committed to the continued growth in the communities we serve.

OBJECTIVES

All elements of Hackbright Academy support the school's mission. The academic curriculum has been carefully designed to offer a student-centered environment with administrators, instructors, and staff sensitive to the requirements and needs of our students. To further achieve this mission, Hackbright has identified these four objectives to create measureable learning outcomes for each educational program:

1. To admit and teach seriously committed students who hold a strong desire to learn.

2. To provide an educational environment that fosters mentorship and community.

3. To offer policies that hold students accountable to high academic standards.

4. To attract and retain administrators and faculty who enhance a collaborative work environment and support the school's student-centered, academic environment, and multiculturalism.

COURSES OFFERED

Hackbright Academy offers on campus and remote Full-Time, Part-Time, and introductory Prep Software Engineering and Python 101 courses. Hackbright Academy's full-time and part-time programs are designed to prepare students for software engineering careers (*SOC 15-1252 Software Developers*). Prep and Python 101 are designed to help students level up on a skillset and create an initial portfolio of work in software engineering; it is not geared for career transitioning and may be designated as "avocational." In some states, avocational, or non-occupational, courses are not intended to provide instruction that will result in the student's acquisition of occupational skills for a particular job.

Hackbright Academy's educational programs are not designed to lead to positions in a profession, occupation, trade, or career field requiring state licensure.

COURSE FORMAT

Hackbright offers its courses via on-campus and remote instruction formats. All in-person classes are taught at Hackbright Academy's campus at 683 Sutter Street, San Francisco, CA 94102. Students participating in remote Full-Time, Part-Time, and introductory Prep Software Engineering classes will attend live, real-time lectures via Zoom. Python 101 is self-paced.

Courses Offered	Course Length	Course Format	
		On Campus	Remote
Software Engineering Full-Time	399 hours / 12 weeks	✓	✓
Software Engineering Part-Time	399 hours / 26 weeks	✓	✓
Software Engineering Prep	40 hours / 5 weeks	✓	✓
Python 101	40 hours / 5 weeks		✓

ON-CAMPUS FACILITY AND EQUIPMENT

Hackbright Academy's campus is equipped with classrooms, student lounge space, gender-neutral restrooms, daytime storage for student belongings, bike racks and a full kitchen.

Equipment available to all students includes desks, chairs, tables, Intel NUC PC computers, 24" LCD monitors, whiteboards, HDMI cables, DVI <> HDMI adapters.

REMOTE TECHNICAL REQUIREMENTS

Computer hardware, software, and an Internet connection are the primary means of participating in course activities, lab assignments, homework, and the capstone project and thus are significant contributors to academic success. To get the most out of the remote program, you'll need:

- Laptop/Desktop

- A webcam (you can use the one that comes with your laptop, if it has one)

- A microphone (you can use the one that comes with your laptop, if it has one)

MINIMUM REQUIREMENTS
Internet Connection
Recommended bandwidth: 1.0 Mbps (down) for high quality video or 1.2 Mpbs (down) for HD video
Software   • Windows: Windows 10 (May 2019 update)   • macOS: 10.13+ (High Sierra, Mojave, or Catalina)
Hardware   • 1 GHz processor   • 1 GB RAM (system memory)   • At least 2.5 GB of available hard-drive space

HOLIDAYS

Hackbright Academy is closed on the following federal holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, and Christmas Day.

Hackbright Academy may choose to reschedule class at its discretion with advance notice to students. Opportunities to make up any material missed will be provided.

HOURS OF OPERATION

CLASS HOURS

Software Engineering Full-Time: Monday – Friday (10 a.m. – 6 p.m.)
Software Engineering Part-Time: Tuesday and Thursday (6 p.m. – 9 p.m.), Saturday (10 a.m. – 6 p.m.)
Software Engineering Prep: Tuesday and Thursday (6:30 p.m. – 9 p.m.), Saturday (10 a.m. – 1 p.m.)

ON-CAMPUS OFFICE HOURS

Monday – Friday 10:00 am – 6:00 pm

REMOTE OFFICE HOURS

Remote office hours will be available throughout the week and may be scheduled via Discord.

COURSE DESCRIPTIONS AND OBJECTIVES

SOFTWARE ENGINEERING FULL-TIME/SOFTWARE ENGINEERING PART-TIME
The Software Engineering program is designed to help women become software developers. We teach the fundamentals of modern web development, then introduce you to Silicon Valley companies looking to expand their engineering teams.

The first half of the program includes an accelerated, in-depth teaching of the Python language, then covers the elements of a modern web application stack with guided projects. For the remainder of the program, student work is divided between independent, individual projects and with lectures on core Computer Science data structures and concepts.

COURSE LEVEL: Intermediate

CONCEPTS COVERED:

- How to build a web app
- Pair programming
- Git and source control
- Relational databases, SQL, and ORMs
- Regular expressions
- HTML, CSS, including HTML5 application-development features
- Javascript, jQuery, and AJAX
- Deploying to cloud services such as Heroku or Amazon EC2

- Using the shell command line and common Unix commands
- Computer Science data structures such as linked lists, dictionaries, and trees
- How to work with APIs (such as Google Maps or Twitter)
- Basic networking concepts / how the internet works
- Interview skills and best practices

COURSE OUTCOMES:

- Apply push and pull commands in Github
- Write Python code at an intermediate level
- Understand object-oriented design principles, including abstraction, encapsulation, and polymorphism
- Describe and experiment with various relational database solutions (PostgreSQL and SQLite)
- Apply CSS to HTML sites to separate content from presentation/style
- Build custom apps by integrating routing, controllers, views, and databases

- Write JavaScript that allows the browser to communicate with the server without reloading the current page, to do things like validate or save form input and refresh images
- Describe what an API is and how to retrieve data from various third party APIs
- Create more efficient and elegant solutions to problems by applying fundamental computer science concepts to applications
- Make sure your application is secure by applying best practices to avoid site crashes and service attacks

PRE-WORK REQUIREMENT:
After a student accepts admission and enrolls in the Software Engineering program, they are assigned mandatory pre-work, which is designed to prepare students for the technical material taught in the course. The pre-work is given to the student via email and is intended to be worked on prior to the first day of in-person instruction.

The pre-work includes educational components as well as assessment components. It includes links to free, online books on programming, as well as additional, proprietary information.

Completion of the pre-work ensures a baseline level of knowledge in each class. Mastery of each subject is not expected but we're hoping you will become excited by what you uncover and dig further.

There is no additional tuition charged for pre-work.

Students are considered enrolled in the program at the time that they send in their deposit and execute their student agreement. As such, students who cancel/withdraw during the pre-work phase are covered by our cancelation agreement. If a student is unable to complete the pre-work prior to the first day of the course and seeks to cancel enrollment, they should refer to the Cancellation Policy.

PRE-REQUISITE REQUIREMENTS:
- Basic computer and Internet skills

- The ability to type at least 25 words per minute

- Proficiency in the English language

STUDENT ASSESSMENT:
Hackbright assesses student performance in the Software Engineering program in several ways:

- Students work one-on-one with an academic adviser who is a member of the education team. Advisers report to the Director of Fellowship Education on the progress of students.

- Education team members manage the exercise lab and provide programming code assessments to students during the exercises. This gives the education staff the opportunity to evaluate the student's comprehension of the materials and ability to translate learning into programming skills and provide immediate feedback to students.

- Students are given a written take-home assessment for the first half of the program to check their comprehension of the materials; these assessments receive a score from 1 - 100. Students also receive qualitative feedback on code style, how well they architect their programs, etc. These assessments are reviewed with the student in their weekly advisor meetings.

- In the second half of the program, students are building independent-study-style programming projects, working closely with their adviser. These projects are assessed by their adviser, in tandem with the rest of the education team, for both conceptual understanding, correctness, and code quality. Students review project feedback with their advisor in their weekly meetings.

From these areas, staff determines if the student is making satisfactory progress; this is reported back to the student during their advising meetings. Advisers rate the student's performance, based on code-reviews of exercises, completion of in-lab exercises, and completion of weekend skills assessments.

GRADUATION REQUIREMENTS:
Student progress is measured as maintaining an average score of at least 2.0 for each graded area (observation in lab, completion of lab exercises, and weekend skills assessment). Students whose performance drops below an average of 2.0 will receive warning from their academic adviser and will have up to a week to bring their performance up to 2.0.

To graduate, a student must have achieved an average performance evaluation of 2.0 over the course.

SOFTWARE ENGINEERING PREP COURSE

In today's technical career marketplace, employers greatly value familiarity with both Front-End JavaScript and Full-Stack concepts. However, to learn either skill sets, it is vital that you get enough experience with writing well-designed programs, which is the focus of the Hackbright Prep course.

This course is designed for non-programmers to learn the basics of programming. The course provides students with a fundamental understanding of how software engineering works and the skills to build a strong foundation for speaking to technical teams and exploring a technical career.

COURSE LEVEL: Beginner/Introductory

CONCEPTS COVERED:

- Developer Tools (Terminal)
- Version Control (Git, GitHub)
- Organizing Code (Functions, Classes, Variables
- Programming Logic (Loops, Conditionals, Operators)
- Basic Data Structures (Lists, Dictionaries, Tuples)
- Incorporating functionality from different websites (APIs)

COURSE OUTCOMES:

- Design and implement functional web applications using Python
- Practice solving problems like a developer by writing object oriented programming code
- Integrate third party APIs and write the logic required to customize solutions on the web
- Use GitHub to share their application on the web
- Communicate web application ideas to teammates and other stakeholders

PRE-REQUISITE REQUIREMENTS:

- Basic computer + internet skills
- The ability to type at least 25 words per minute
- Proficiency in the English language

STUDENT ASSESSMENT:

Hackbright assesses student performance in the Prep course in several ways:

- Students have at least one one-on-one with an advisor from the instruction team to assess the student's progress in understanding the materials. Advisers report to the Program Manager on the progress of students.
- Instructors review student's work after they finish an exercise. This gives the education staff the opportunity to evaluate the student's comprehension of the materials and ability to translate learning into programming skills. Feedback is provided to students during weekly supervised lab hours.

From these areas, staff determines if the student is making satisfactory progress. Advisers rate the student's performance, based on code-reviews of exercises, completion of in-lab exercises, and their final project.

GRADUATION REQUIREMENTS:

Student progress is measured as maintaining an average score of at least 2.0 for each graded area (observation in lab, completion of lab exercises, and final project). Students whose performance drops below 2.0 will receive warning from their academic adviser and will have up to a week to bring their performance up to 2.0.

To graduate, a student must have achieved an average performance evaluation of 2.0 over the course.

PYTHON 101

This asynchronous course is designed for non-programmers to learn the basics of learn the foundations of Python. Students will explore the programming language Python and learn coding fundamentals and debugging skills.

COURSE LEVEL: Beginner/Introductory

CONCEPTS COVERED:

- Programming Language (Python)
- Developer Tools (Terminal, IDE)
- Organizing Code (Variables, Functions, Files)
- Programming Logic (Loops, Conditionals, Operators)
- Basic Data Structures (Lists, Dictionaries, Tuples)
- Solving Bootcamp Application Level Code Challenges

COURSE OUTCOMES:

- Familiarity with Python
- Debugging skills and error types
- Greater comfort translating real-world problems into computer programs
- Bootcamp application-level code challenges

PRE-REQUISITE REQUIREMENTS:

- Basic computer + internet skills
- The ability to type at least 25 words per minute
- Proficiency in the English language

STUDENT ASSESSMENT:

Hackbright assesses student performance in the Prep course in several ways:

- Students have at least one one-on-one with an advisor from the instruction team to assess the student's progress in understanding the materials. Advisers report to the Program Manager on the progress of students.

- Instructors review student's work after they finish an exercise. This gives the education staff the opportunity to evaluate the student's comprehension of the materials and ability to translate learning into programming skills. Feedback is provided to students during weekly supervised lab hours.

From these areas, staff determines if the student is making satisfactory progress. Advisers rate the student's performance, based on code-reviews of exercises, completion of in-lab exercises, and their final project.

GRADUATION REQUIREMENTS:

Student progress is measured as maintaining an average score of at least 2.0 for each graded area (observation in lab, completion of lab exercises, and final project). Students whose performance drops below 2.0 will receive warning from their academic adviser and will have up to a week to bring their performance up to 2.0.

To graduate, a student must have achieved an average performance evaluation of 2.0 over the course.

ADMISSIONS POLICIES

ENTRANCE REQUIREMENTS

Admission into any Hackbright Academy course requires that students have a high school diploma or equivalent (General Education Diploma – GED) or a diploma from an institution of higher education accredited by an accrediting association recognized by the U.S. Department of Education. Hackbright Academy does not admit ability-to-benefit students.

In addition, prior to applying to Hackbright Academy's Software Engineering Full-Time or Part-Time programs, we strongly encourage our candidates to have taken two online coding classes or the equivalent of 20 hours of coding experience, this is separate from the Pre-Work that will be provided upon enrollment.

ADMITTANCE STANDARDS
The Hackbright Software Engineering Full-Time and Part-Time are competitive programs for admittance. Our admission process involves a written application and at least two in-person or video interviews. We require successful completion of at least 20 hours of previous instruction in computer programming to ensure students have a suitable introduction to the core concepts. We have a required coding challenge, where students are required to complete a specific programming problem correctly, to ensure that they have suitable prerequisite understanding for the program and the required computer and typing skills for admission to our program.

ADMISSIONS DEADLINE
For the Prep course, the admissions deadline is two (2) weeks before the first meeting of the course. For the Full-Time and Part-Time programs, the admissions deadline is one (1) month before the first meeting of the course. Hackbright Academy reserves the right to make exceptions and admit students to a given course after the admissions deadline has passed under special circumstances.

TRANSFER OF CREDIT
Hackbright Academy courses are not credit-bearing. Hackbright Academy does not accept hours or credit from other institutions through transfer of credit, challenge examinations, achievement tests, or experiential learning.

Courses taken at Hackbright Academy are unlikely to count as transfer credit at another institution. Hackbright Academy does not give or evaluate experiential learning credit.

ARTICULATION AGREEMENTS
Hackbright Academy has not entered into transfer or articulation agreements with any other college or university.

ACADEMIC POLICIES

HOURS
Academic credit is measured in clock hours. One hour of instructional time is defined as a 60 minute period. A clock hour is based on an actual hour of attendance, though each hour may include a 10-minute break

PROBATION
Hackbright Academy does not provide a probation option. If a student is not making satisfactory progress as determined by the Student Assessment procedures described in the Course Description, he/she may be dismissed from the program.

ATTENDANCE
Attendance is taken each day of the program at the beginning of class. An absence of less than half of a day shall count as 0.5 absences. Any absence of more than half of the day, up to and including a full day, shall count at 1.0 absences.

With prior approval from Hackbright Academy, students in Full-Time and Part-Time programs are permitted to have up to 2.0 absences. Students in Part-Time programs are permitted to have up to 3.0 absences. Any student that has exceeded this without advanced approval from Hackbright Academy may be withdrawn. Please refer to the Withdrawal Policy, below. Hackbright Academy may allow a greater number of excused absences in its discretion.

COMPLETION

A Certificate of Completion is issued within 7 days of the end of the course to each student who has successfully completed a Hackbright Academy course.

STUDENT RIGHTS

1. Students have the right to equal opportunity education and non-discrimination based on sex, race, color, religion, ancestry, national origin, disability, medical condition, genetic information, marital status, sexual orientation or other categories protected by law of the states in which we operate.

2. Students have the right to view their own academic records.

3. Students have the right to cancel or withdraw from their course, per Hackbright Academy's Cancellation, Withdrawal and Refund Policy.

4. Students have the right to file a grievance, per Hackbright Academy's Grievance Procedure

TRANSGENDER INCLUSION POLICY

Hackbright Academy is committed to challenging unequal gender dynamics within mainstream society, supporting the intellectual and personal growth of our students, and fostering critical analyses of gender. Admitting trans, intersex, and gender variant students is harmonious with these commitments and is consistent with the underlying mission of Hackbright to support, nurture, and value the voices of those who have been marginalized by gender.

We accept and matriculate students who are questioning their gender. We recognize that the process of identifying trans, intersex, or gender variant is not the same for every individual, and we support all students as they engage in the process of self-discovery. We are committed to understanding and combating systemic gender inequality. Trans, intersex, and gender variant people are profoundly marginalized under our dominant gender system.

The experiences of women are not homogeneous. Our students have a wide range of gender experiences because of the way gender intersects with race, class, ability, and sexuality. By including trans, intersex, and gender variant students, we are ensuring that all people who are marginalized by binary gender have access to high quality education.

EQUAL OPPORTUNITY

Hackbright Academy is an equal opportunity organization and does not discriminate based on sex, race, color, religion, ancestry, national origin, disability, medical condition, genetic information, marital status, sexual orientation, or other categories protected by law of the states in which we operate. Hackbright Academy will conduct its courses, services and activities consistent with applicable federal, state and local laws and regulations. Students who seek accommodations related to a disability should contact their Program Director.

STUDENT SERVICES

LIBRARY AND LEARNING RESOURCES

Hackbright Academy offers an extensive written curriculum totaling over 1,400 printed pages of lecture notes and exercise instructions stored in an online learning management system (LMS). Students are given access to the online LMS at the start of their program and retain access to it after graduation. Materials are available 24 hours a day and accessible with an Internet connection. Students have access to an Internet connection at the Hackbright Academy campus.

In addition, Hackbright maintains an on-site collection of approximately 100 programming and computer science-related books for student use. These books reside on the 2nd floor (Classroom 2A) and on the 3rd floor (Classroom 3A) of our Campus.

CAREER AND JOB PLACEMENT ASSISTANCE

Hackbright Academy offers Career Services to current students and graduates of the Full-Time program. Career Services includes individualized coaching and support throughout the program. Students engage in required meetings where a student's career preferences are discussed, and preparations for the Career Day presentations are made. Guest Speakers and workshops are organized in the last couple weeks of the program to provide support for resume and cover letter writing, LinkedIn profiles, and interview skills.

Career Services are available for graduates to maintain an ongoing conversation about job search progress and offer-letter negotiations until a placement has been made. Graduates will be invited to Hackbright PRO events organized by Career Services that are focused on continued professional and technical development. An online community is maintained by Career Services to make learning and community resources available to all graduates.

Hackbright assists students in placements as often as possible, but the school does not guarantee job placement to any student.

STUDENT RECORDS AND FILES

Student transcripts and descriptions of courses offered are maintained permanently. All other school and student records will be maintained electronically for 50 years.

Students may view their own academic records. Students who seek to view their own records should contact the School Director.

Hackbright Academy will take reasonable steps to protect the privacy of personal information contained in student records.

GRIEVANCE PROCEDURES

INTERNAL GRIEVANCE PROCEDURE

Persons seeking to resolve problems or complaints should contact the Program Director, or designee for any ethics issues or grievances about classes, students, instructors, staff members, or situations. If a resolution does not occur, students who have concerns may contact the School Director. Any contact/discussion with the School Director is completely confidential.

EXTERNAL GRIEVANCE PROCEDURE

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling the toll-free phone number: 888-370-7589, or by completing a complaint form, which can be obtained on the Bureau's web site: www.bppe.ca.gov.

CANCELLATION, WITHDRAWAL, DISMISSAL AND REFUND POLICIES

STUDENT'S RIGHT TO CANCEL

The Student has the right to cancel this enrollment agreement, without any penalty or obligation, through attendance at the first class session or seven days after enrollment, whichever comes later. Cancellation is effective when the student provides a written notice of cancellation. This can be done by email or by hand delivery. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement. If the Enrollment Agreement is cancelled the school will refund the student any money she paid, less the $250 nonrefundable registration, within 30 days after the notice of cancellation is received. Cancellation requests must be submitted in writing to Jackie Anderson, Admissions Counselor, Hackbright Academy, 683 Sutter Street, San Francisco, CA 94102, jackie@hackbrightacademy.com.

WITHDRAWAL

You may withdraw from the school at any time after the cancellation period and refunds are determined in accordance with the Refund Policy. For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a course of instruction when any of the following occurs:

- The student notifies the institution in writing of the student's withdrawal or as of the date of the student's withdrawal, whichever is later. The notification is effective when Hackbright Academy receives notice, or the date the notice is mailed, whichever is sooner. The failure of a student to immediately notify the school in writing of the student's intent to withdraw may delay a refund of tuition to the student pursuant to state laws.

- The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.

- The student has failed to attend class for 2 class meetings without prior approval. The official termination date of enrollment shall be the student's last day in class. Students who withdraw due to an emergency, such as personal or family illness or national service, may be reenrolled into another Hackbright Academy course following approval by the Senior Director of Education.

DISMISSAL

Hackbright Academy reserves the right to terminate a Student's training at any point and remit a pro-rata refund in accordance with the Refund policy.

TUITION AND FEES

Unless otherwise agreed to in a private lending agreement and as approved by Hackbright Academy, students must issue payment for 100% of the total tuition by the first day of instruction. Hackbright Academy may allow students to delay payment of tuition under extraordinary circumstances. If you believe you have an extraordinary circumstance, please speak to an Admissions Manager.

The following additional fees (if applicable) apply to all students:

- $25 returned check fee

- Late fee (30 days after a payment is missed): 1% of the amount outstanding

Course	Location	Registration Fee *Non-Refundable*	Student Tuition Recovery Fund (STRF)* *Non-Refundable*	Tuition	Total Cost**
Software Engineering Full-Time	On Campus	$250	$0	$14,650	$14,900
Software Engineering Full-Time	Remote	$250	$0	$12,650	$12,900
Software Engineering Part-Time	On Campus	$250	$0	$14,650	$14,900
Software Engineering Part-Time	Remote	$250	$0	$12,650	$12,900
Software Engineering Prep	On Campus	$250	$0	$1,250	$1,500
Software Engineering Prep	Remote	$250	$0	$1,250	$1,500
Python 101	Remote	$250	$0	$445	$695

*STRF: Effective February 8, 2021, the Student Tuition Recovery Fund (STRF) assessment rate will be fifty cents ($.50) per one thousand dollars ($1,000) of institutional charges.

**Charges for the period of attendance and the entire course.

REFUND

All refunds will be paid within 30 days of withdrawal. Refunds will be less a $250 registration fee. If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if applicable, to the state or federal agency that guaranteed or reinsured the loan. Hackbright Academy does not participate in federal or state financial aid programs. If you withdraw, you will receive a pro rata refund if you have completed 60% or less of your course through the last day of attendance. You will be responsible for 100% of the tuition for your course if you complete more than 60% of the course, even if you do not complete the entire course. For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the course (total institutional charge, minus non-refundable fees, divided by the number of days in the course), multiplied by the number of days scheduled to attend, prior to withdrawal. If a student received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

FINANCIAL ASSISTANCE

Hackbright Academy does not participate in federal or state financial aid programs nor provide institutional financing. Information regarding financing options through independent, private funding sources is available at: http://hackbrightacademy.com/faq/#a-financial-aid-and-scholarships.

LOANS

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 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: (1) 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. (2) 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.

INSTRUCTIONAL STAFF

Hackbright Academy employs both full-time and part-time instructors. Biographies for all instructors teaching upcoming courses are available on Hackbright Academy's website under each course listing: https://hackbrightacademy.com/education/.

Instructor	Degree/Institution	Experience
Andrew Blum	Certificate/UC Berkeley	10 years' experience in Software Engineering
Ashley Trinh	Certificate, Software Engineering/Hackbright Academy	4 years' experience in Software Engineering
Christina Cuneo	Certificate, Software Engineering/Hackbright Academy Bachelor of Arts, Computer Science/Colorado College	1 year experience in Software Engineering
Henry Chen	PhD, Physics/Harvard University	20 years' experience in Software Engineering
Katrina Huber-Juma	Certificate, Full-stack Web Development/Coding Dojo Certificate, Software Engineering/Hackbright Academy Bachelor of Arts, Communications/Sonoma State University	4 years' experience in Software Engineering
Marisa Gloor	Certificate, Software Engineering/Hackbright Academy	1 year experience in Software Engineering
Praneeth Yerrapragada	Master of Science, Computer Engineering/University of Southern California	5 years' experience in Software Engineering
Seema Ullal	Bachelor of Arts, Mathematics/University of California, Los Angeles	5 years' experience in Software Engineering
Susana Lyons	Certificate, Software Engineering/Hackbright Academy	1 year experience in Software Engineering

GENERAL INFORMATION
Hackbright Academy is a private, educational institution approved to operate by the California Bureau for Private Postsecondary Education (BPPE). Approval to operate means the institution is in compliance with state standards as set forth in the CEC and 5, CCR.

Hackbright Academy does not participate in federal or state financial aid programs.

Hackbright Academy is not accredited by an accrediting agency recognized by the United States Department of Education at this time, and therefore does not qualify to offer federal (Title IV), state, or any other government financial aid.

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.

Hackbright Academy reserves the right to change any provision of the catalog at any time. Students are expected to read and be familiar with the information contained in the catalog and with all school policies. By enrolling in Hackbright Academy, the Student agrees to abide by the terms stated in the catalog and all school policies.

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:

Mailing Address:	Physical Address:	Phone: 916-574-8900
P.O. Box 980818	1747 North Market Blvd., Suite 225	Toll Free: 888-370-7589
West Sacramento, CA 95798-0818	Sacramento, CA 95834	Main Fax: 916-263-1897

Hackbright Academy does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, nor has 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 (11 U.S.C. Sec. 1101 et seq.).

INTERNATIONAL STUDENTS AND ENGLISH LANGUAGE SERVICES
Hackbright Academy does not provide international student visa services nor vouch for a student's status, and/or any related or associated charges. Hackbright Academy does not offer English as a Second Language instruction. All instruction occurs in English. English language proficiency is documented by:

1. The admissions interview; and

2. Receipt of prior education documentation as stated in the admission policy; and

3. Receipt of Test of English as a Foreign Language (TOEFL) examination score of an 80 or better for the Internet-based test and 550 or better for the paper-based test.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION
The transferability of credits you earn at Hackbright Academy is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the educational program 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 is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your course work 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 the institution to which you may seek to transfer after attending Hackbright Academy to determine if your certificate will transfer.

LEAVE OF ABSENCE POLICY
Hackbright Academy does not grant leaves of absence.

HOUSING

Hackbright Academy does not provide nor assume responsibility for student housing; Hackbright does not have dormitory facilities under its control and does not offer student housing assistance. There are rental properties located within a one mile radius of the Hackbright Academy campus that start at approximately $2,000 per month.

STUDENT TUITION RECOVERY FUND (STRF)

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 North Market Blvd., Suite 225, Sacramento, CA 95834, (916) 574-8900 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.

2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.

3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.

4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.

5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.

6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.

7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

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, 94924 and 94925, Education Code.

DISTANCE EDUCATION - SPECIFIC PROVISIONS FOR INSTRUCTION NOT IN REAL TIME
A. An institution offering a distance educational program where the instruction is not offered in real time shall transmit the first lesson and any materials to any student within seven days after the institution accepts the student for admission.

B. The student shall have the right to cancel the agreement and receive a full refund pursuant before the first lesson and materials are received. Cancellation is effective on the date written notice of cancellation is sent. If the institution sent the first lesson and materials before an effective cancellation notice was received, the institution shall make a refund within 45 days after the student return of the materials.

C. An institution shall transmit all of the lessons and other materials to the student if the student: (A) has fully paid for the educational program; and (B) after having received the first lesson and initial materials, requests in writing that all of the material be sent. (2) If an institution transmits the balance of the material as the student requests, the institution shall remain obligated to provide the other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student, but shall not be obligated to pay any refund after all of the lessons and material are transmitted.