American Advanced Institute of Technology
2022-2023
CATALOG

American Advanced Institute of Technology

Feasterville Campus

HOURS OF OPERATION

Office hours:
Monday - Thursday 10:00 a.m.—3 p.m.
Friday 10:00 a.m.—2 p.m.
Other times - by appointment.
Class hours:
Day classes: 10 am – 2:30 pm (Monday – Thursday)
Night Classes: 6 pm – 10:30 pm (Monday – Thursday)

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106 E Pennsylvania Blvd, Feasterville, PA 19053
(267) 840-9000 phone
(267) 684-6947 fax
info@aaitschool.com

Mission, Purpose, and Objectives

Mission Statement

The American Advanced Institute of Technology (AAIT) is committed to providing a curriculum that is intellectually challenging, preparing graduates to integrate into modern society, in order to obtain employment in positions for which they have pre-existing skills and experience, and to offer training in computer specific areas such as understanding both the fundamental concepts in computing as well as the computing profession within the context of a larger society.

Our mission is to provide high quality specialized vocational preparation that will help aspiring professionals gain the advanced knowledge and skills they need to fulfill their career aspirations.

Through highly qualified and experienced faculty, advanced curriculum, state of the art facility, and our career counseling program, students will be given every advantage available in order to help them achieve their lifelong personal and professional goals and make a smooth transition from students to trained working professionals.

AAIT encourages all students to reach their potential of intellectual, social, personal and professional development. Class and lab projects provide students with the opportunity to interact within a culturally rich and socially diverse student body. Our hope is to inspire appreciation of different values and goals while creating a channel for enhancing communication and interpersonal skills.

AAIT offers relevant, current, and effective training that will ensure a realistic opportunity for employment, as well as provides direct, though not guaranteed, assistance to qualified graduates in obtaining employment.

Our Purpose

The programs offered in System Software, SQL Application, Computer Software,.Net & ASP Application, Microsoft Office Applications (Word/Excel/PP) serve the purpose of providing a broad based knowledge in various contemporary computer science fields such as computer architecture and organization, algorithm design and analysis, computer programming, database management systems, and computer networks and data communication.

These programs include courses that provide the base knowledge required for understanding basic computer concepts, as well as, computer science topics, for gaining the skills required for entry-level in diverse careers in private and public sectors and pursue further studies.

The faculty utilize the most recent technology and teaching methods to fulfill its mission.

Educational Objectives

Consistent with its mission, AAIT has established the following objectives:

- To enroll students who demonstrate the aptitude and attitude to successfully pursue programs offered;
- To provide programs designed to meet the needs of business and industry while maintaining an awareness of individual student requirements;
- To prepare students so that they can understand and appreciate benefits of life-long learning.
- To assist graduates in securing training-related careers.
- To maintain a professional and positive integrity, which serves as a role model for enrolled students.

School Information
Administration, Staff, and Faculty

The American Advanced Institute of Technology employs highly qualified and experienced staff and faculty members who bring diverse educational and work experience from their fields. These professionals are committed to the mission of the school and strive to make the students' learning experience exciting and challenging.

Our state of the art, hands-on training programs help students become competitive professionals.

School Facilities

AAIT is located just outside of Philadelphia, with proximity to New York City, Washington DC, the Pocono Mountains and the New Jersey shore. Philadelphia is a major US historical center and second largest city on the east coast with rich cultural, athletic, social, and political life. http://www.visitphilly.com

AAIT offers classes in a location conveniently located within minutes of major intersections and accessible through public transportation.

The campus has easy access to Pennsylvania Turnpike (Interstate 276), Business Route 1, 95, Bustleton Pike, Street Road, County Line Road. Students who prefer Public Transportation can connect with bus route #58 making a stop at Bustleton and Street, Feasterville PA. Free parking areas are provided on the school grounds. Resource materials are available to students during daytime and evening hours.

How will I get from the airport to Philadelphia?

If you arrive at JFK, New York or Newark airport there are several easy ways to get to Philadelphia. The transportation is well organized and runs on schedule The train JFK-New York-Philadelphia will cost between $35 and $80. The Van "Dave's Limo" will pick you up at the airport and drop you off in Philadelphia for $75. You can also book an individual car for about $150-180

Equipment

In keeping with the AAIT's high educational standards the teaching materials and equipment used in our programs allow the students to develop a working, hand-on knowledge of the tools and materials that are most likely to be used at the place of their possible employment.
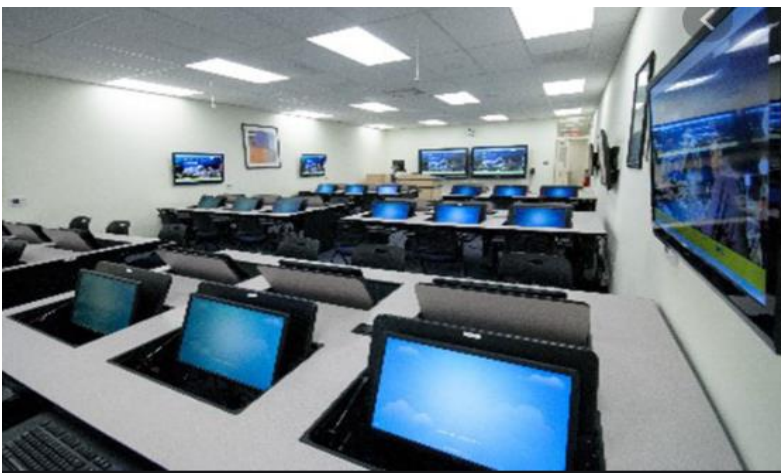
Each of the two classrooms is equipped with white boards, student and teacher desks. For computer programs there is internet access laptop computers connected to the training server via super-fast gigabit network. All laptop computers*and software used for the programs will be preset to the following configuration: Each Laptop has the following minimum or higher specs: 15.6" Widescreen, Windows 10 professional 64Bit, 250GB Hard drive, 16GB RAM, 802.11g/n wireless, Webcam, Microsoft Office 2019 (Word, Excel, Power Point, Project, Visio), SQL Server (latest version), Visual Studio (latest version).

Students are provided with textbooks and supplies for their classes for a charge (see Enrollment Agreement).

Supplies which are part of the cost of learning materials include program software, pencils, pens, highlighters, 4x4 letter size sheets for notes, teacher made handouts. Students, will use their own laptops, and will receive help from the school tech support team with the installation of the software, required for the Program.

Return policy on books, supplies, program software and electronic devices is not applicable as students use their own electronic devices, purchase learning materials which include textbooks, program software and classroom supplies.

Admission Requirements & Procedures

Applicants to the American Advanced Institute of Technology must meet the following requirements to apply for admission:

In System Software, SQL Applications and Computer Software .Net & ASP Applications:

- Have a high school diploma from a U.S. high school or foreign high school; or an equivalent of such Diploma*. (A copy must be submitted)
- Basic understanding of programming concepts is a plus but not required
- Bachelor's Degree in Technology or related fields is preferred.

In "Microsoft Office Applications (Word/Excel/PPT)

- Have a high school diploma from a U.S. high school or foreign high school; or an equivalent of such Diploma*.

All applicants must attend an information interview, complete the required admission documents and submit the necessary fee(s) stated on the Tuition and Fee Schedule of the Enrollment Agreement.

All applicants must complete the Enrollment Agreement (if the applicant is under 18 years of age the Enrollment Agreement must be signed by a parent or a guardian) and pay the enrollment deposit and registration fee.

All applicants must complete financial arrangements prior to starting classes.

Students are admitted to fill the capacity of classes and applications will be accepted any time throughout the year.

The Institute will consider awarding academic merit for prior learning and/or work experience. The awarding of such merit and determination of equivalency of the prior experience to related coursework will require documented proof and will be evaluated by the instructors who teach related courses. The experience earned for the previous work will not exceed 25% of the total program and will not be used in calculating the cumulative GPA.

*In case of Foreign High School Diploma include a full English translation. The translator must certify that the translation is complete and accurate, and that he or she is competent to translate from the foreign language to English.

Nondiscrimination Policy

Students are considered for admission to AAIT without regard to gender, race, color, national origin, religion, age, disability, sexual orientation, or marital status.

Student Information and Services

Students who enter the AAIT academic community make a commitment to serious work and acknowledge that the academic and social success of the community depends on respect for the rights of others, considerate behavior, and good judgment. Students are expected to maintain high standards of personal conduct; behavior should reflect maturity and respect for the rights of all members of the community. The AAIT affirms that the responsibility to create an environment conducive to the freedom to learn is shared by all members of the academic community. The academic policies and procedures have been developed to support such learning.

Students' Rights and Responsibilities:

Students have the right to quality academic programs with appropriate instructional methodologies and content, instructors with sufficient educational qualifications and expertise in the areas of instruction and academic environment that stimulates creativity in learning as well as personal and professional growth.

Students have the right to a fair and objective evaluation of their academic performance. At the beginning of each course students will receive information outlining the method of evaluating the student's progress towards the course goal and objectives, including the method by which the final grade is determined.

Students may form their own reasoned judgment as to the data and views offered in any course of study, but they are responsible for learning the academic content of any course for which they are enrolled.

Students have the right to a full disclosure and an explanation by AAIT of all fees and financial obligations.

Students have, commensurate with their rights, the responsibility and obligation to conduct themselves in a manner compatible with the mission and goals of AAIT.
Students are expected to treat staff, faculty and their fellow students with honesty and respect.

Students are responsible to comply with directions by AAIT faculty and staff who are acting within the scope of their employment, subject to their rights and responsibilities.

Conduct

Registration at AAIT means a commitment to seriousness of purpose, academic integrity and high standards of personal and social behavior. Each student is expected to comply willingly with AAIT regulations, and to abide by local, state, and federal laws. The Institute's regulations governing student conduct are intended to safeguard the welfare of its student body, and promote the best possible environment for professional study.

Suspension and Termination

All students are expected to conduct themselves as responsible adults, attend classes regularly and maintain a satisfactory level of academic achievement.

AAIT reserves the right to terminate a student's training if the student:

- Fails to maintain satisfactory academic progress
- Fails to meet attendance standards (misses seven consecutive instructional days and all of the days are unexcused)
- Fails to meet financial obligations to the School

For additional information on attendance policy and termination refer to "Attendance & Termination" in the General Academic Regulations section of this Catalog.

For disclosure on missed payments and Refund policy in case of termination refer to the Financial Information section of the Catalog.

Certain classes of misconduct are universally recognized as being disruptive to the educational process. Committing one or more of the following acts of misconduct may subject the student to suspension or termination of the student's enrollment contract:

- Acts of dishonesty, including but not limited to academic misconduct (e.g., cheating, plagiarism). Examples of dishonesty and/or plagiarism include, but are not limited to, copying work or written text from any source, including the Internet, without properly crediting the source of information; cheating on examinations and/or coursework in any form; and completing and submitting an assignment partially or wholly originated by another person.

- Knowingly furnishing false information to the School. Forgery, unauthorized alteration, or misuse of School documents, records, or identification.

- Obstruction or disruption of teaching, research, administration, security, student conduct procedures, or other School activities on- or off-campus, and fire, police or emergency services.

- Causing physical harm to any person, or verbal or physical threats, intimidation, or coercion of any member of the School community or any other conduct that threatens or endangers the health, safety, or well–being of any such person.

- Failure to comply with direction of School officials acting in the performance of their duties, and/or failure to comply with school regulation when requested to do so.

- Attempted or actual theft of and/or damage to School property or services, including but not limited to: graffiti, destruction of School publications; theft or other abuse of computer facilities/resources; theft or damage to the property of a member of the AAIT community; and/or knowingly possessing stolen property. Additional guidelines are set forth in the Acceptable Use of Network and Computer Resources policies located in this Catalog.

- Unauthorized entry to or use of School facilities, equipment, or resources; or unauthorized possession, duplication, or use of keys/key cards to any School premises.

- Use, possession, manufacturing, or distribution of alcoholic beverages while on School property or at School-sponsored activities, or public intoxication*. Use, manufacture, distribution, or possession of illegal drugs or drug paraphernalia. Misuse or abuse of over-the-counter or prescription medications.

- Possession of any weapons or weapon facsimiles.

- Behavior that is self-destructive, threatening the safety of the individual.

- Sexual assault. Discrimination, harassment, or retaliation.

- Posting announcements/flyers in the School without the approval of School Administration and/or in areas not designated for posting.

- Violating the terms of any student conduct sanction imposed in accordance with this Catalog.

- Violating any other School policy, rule, or regulation published in hard copy or available electronically, including on the School's website or other locations.

- Violating any federal, state, or local law.

* Alcoholic beverages may not, under any circumstances be used by, possessed by, or distributed to any person under twenty-one (21) years of age. Additional details on the use of alcoholic beverages are set forth in the Drug and Alcohol Prevention Awareness section of this Catalog.

Acceptable Use of Network and Computer Resources

The American Advanced Institute of Technology provides access to local, national, and international networks, as well as computing resources in order to support its mission and goals. School electronic devices are only for general use on campus and are not offered for a charge as educational materials for Programming students.

General Principles

Access to network and computing resources available on campus for general use and owned or operated by AAIT imposes certain responsibilities and obligations and is granted subject to all AAIT policies, as well as local, state, and federal laws. Acceptable use should always be related to educational activities, legal and ethical, reflect academic honesty, show restraint in the consumption of shared resources, and reflect AAIT standards. It should demonstrate respect for intellectual property, ownership of data, system security mechanisms, and individuals' rights to privacy and freedom from intimidation, harassment, and annoyance.

Guidelines

There are responsibilities that must be met as a part of the privilege of access to network and computing resources.

These include, but are not limited to, the following:

A student must not

- Use resources for any purpose that is inappropriate or inconsistent with his/her relationship with AAIT.
- Allow anyone to use or fail to protect his/her accounts (user IDs), passwords, and access assigned to him/her.
- Access or attempt to access another user's accounts, passwords, computers, data, files, or email without authorization.
- Misrepresent himself/herself or attempt to circumvent any data protection or network security measures.
- Use network resources to gain or attempt to gain unauthorized access to remote computers.
- Attach any equipment, including wireless access points, or install any software that could potentially impair the performance, integrity, or security of any AAIT computers, networks, or data.
- Attempt to decode passwords or data, or to monitor another user's communications.
- Deliberately perform an act that interferes with the operation of computers and/or network traffic.
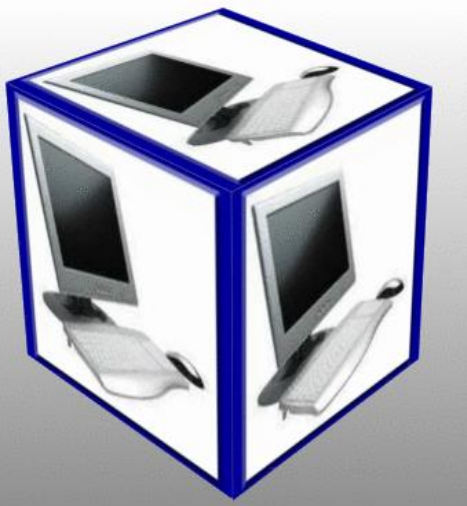
-Engage in any activity that could be purposely harmful to systems or information such as creating or propagating viruses, disrupting services, damaging files, or making unauthorized modifications to data.

-Use resources for commercial, political, or profit-making purposes without authorization.

-Perform acts that are wasteful of computing resources or unfairly monopolize resources to the exclusion of other authorized users.

-Violate any software license agreements or terms and conditions.

-Infringe any copyright, including the unauthorized and infringing distribution of copyrighted materials through unauthorized peer-to-peer file sharing.

-Engage in any other activity that does not comply with the General Principles presented above.

Enforcement

AAIT considers any violation of acceptable use principles or guidelines to be a serious offense. AAIT reserves the right to copy and/or examine any files or information resident on AAIT resources allegedly related to unacceptable use. In cases of misuse or abuse which involve an immediate threat to the network, data, or rights of other users, AAIT has the right to temporarily suspend a user's access or to disconnect the offending system or network subdivision to which it is attached without prior notice. Violators are subject to suspension or termination of their enrollment contract.

Information Disclaimer

Individuals using network and computing resources at AAIT do so subject to local, state, and federal laws, and all policies in effect at AAIT. Information, messages, and materials made available via AAIT network resources do not necessarily reflect the attitudes, opinions, or values of AAIT, its faculty, staff, or students.

Drug & Alcohol Prevention Awareness

AAIT is in compliance with the Drug-Free work place Act of 1988 (Public Law 101-690) and the Drug Free Schools and Communities Act Amendments of 1989 (Public Law 101-226). AAIT does not allow the use of either illegal drugs or alcohol by students or employees. Students or employees who feel they may have a substance abuse problem can seek assistance from the following agencies.

- People Acting to Help (PATH) 215-728-4600
- Narcotics Anonymous 215-440-8400
- Alcoholics Anonymous 215-574-6900
- Achievement Through counseling & treatment 215-276-8400

Student Complaint / Grievance Procedure

AAIT administration encourages students to bring all complaints or grievances* about academically related situations, current or final grades to its attention. Many questions and concerns that students may have can be resolved through an informal discussion.

A student may present a grievance through the following complaint and dispute-resolution procedures which provide full and prompt investigation of all complaints:

The first step is to bring grievance to the attention of the appropriate instructor or staff member.
If the issue is not resolved, the student should next bring the grievance to the attention of the Dean of Academics or Acting Director who will work with the student and the instructor to resolve the matter.

Should the student's grievance be not resolved to the student's satisfaction after completing steps one and two, the student should next bring the grievance in writing to the attention of the AAIT Director. The AAIT Director has the responsibility for reaching a decision that is in balance with the best interests of both the student and the School.

Complaints, which can not be resolved by direct negotiation with the School in accordance with its written grievance policy, may be filed in writing with the State Board of Pennsylvania Private Licensed Schools, Pennsylvania Department of Education, 333 Market Street, 12th floor, Harrisburg, PA 17126-0333, 717- 783 – 8228

- A grievance is a student's written complaint about the conditions of enrollment, or treatment by instructors, other students or staff. Anonymous calls or unsigned letters will not be acknowledged.

Dress code and Personal appearance

Professional appearance is as important as the development of professional skills. All students are expected to abide by the dress code, guided by the principle that what is appropriate for the workplace is proper for classes. Students are expected to practice good personal hygiene habits and maintain a clean, neat, and professional appearance at all times. Students failing to meet the dress requirements will not be admitted to class.
Administration and faculty are responsible for enforcing the dress code. Inappropriately dressed students will be sent home and time missed will be recorded as an absence.

Property Loss and Injury

AAIT assumes no responsibility for loss or damage to a student's personal property or vehicle, nor does it accept liability or provide hospitalization coverage in the event of student injuries.

Confidentiality of Student Records:

AAIT like other private educational institutions is subject to the provisions of the Family Educational Rights and Privacy Act (FERPA), also known as the Buckley Amendment. FERPA is a Federal law that protects the privacy of student education records.

The Family Educational Rights and Privacy Act (FERPA) affords eligible students and their parents certain rights with respect to their educational records including:

The right to review their academic records during normal school hours with an appointment within 45 days of the day the Administration received a written, dated request for access. Students may also obtain copies of their records.

The right to challenge records for purposes of correcting or deleting any of the contents if the student believes that such records are inaccurate, misleading, or a violation of privacy. In order to request an official amendment of education records, students should submit a written, dated appeal to the AAIT Director/Acting Director, clearly identifying the part of the record they want to be changed, and specify why it is inaccurate, misleading or a violation of privacy.

If the school decides against the amendment the student will be notified in writing or verbally about the decision and the student's right to a hearing regarding the request for amendment.

Additional information regarding the hearing procedures will be provided to the student when notified of the right to hearing.

The right to consent to disclosures of personally identifiable information contained in the student's records. AAIT may neither release nor disclose the student's personally identifiable information to outside employers, agencies, or individuals without first securing a written authorization from the parent or eligible student, as applicable, unless permitted by the Act.

The student is the only person who can authorize disclosure of his/her records if the student is 18 or older.

As an exception to the above policy students' personally identifiable information can be released without consent to AAIT officials with legitimate educational interests, or a person or company with whom AAIT is affiliated or has contracted (such as an attorney, auditor, or collection agent). Faculty and administration are granted access to students' records for purposes of recording grades, attendance, and academic and career counseling.

Students have the right to appeal to the U.S. Department of Education concerning alleged failures by AAIT to comply with the requirements of FERPA. Such complaints should be directed to:
Family Compliance Office
U.S. Department of Education
400 Maryland Avenue SW
Washington DC 20202-4604

AAIT does not permit students to inspect or review confidential student guidance notes maintained by the School, or financial records (including any information those records contain) of their parents or guardians.

AAIT considers the following to be a student's directory information (information that can be released to a third party without the consent of a student):

Student name; Date and place of birth; Major field of study; Dates of attendance; Degrees and awards received;

Any student who does not want any or all of the above information to be released without his or her prior written consent must inform the Administration before the end of the second week of classes of a regular term (by the end of the first week of classes of a summer term). The information listed above will become directory information or public information as of the specified time.

Career Services

AAIT will also support the efforts of those students who desire to obtain employment on their own. Career services* will offer students career counseling and assistance with resume writing, preparing for interviews. If students require assistance in securing part-time employment while attending classes, AAIT Career Services will make a reasonable effort to assist them in their search.

Although AAIT will provide career and job search assistance, AAIT does not guarantee job placement to graduates upon program completion or upon graduation.

*Fees for certain types of services may apply.

General Academic Regulations

Hours of Operation
Office hours:
Monday - Thursday 10:00 a.m. — 3 p.m.
Friday 10:00 a.m. — 2 p.m.
Other times - by appointment.
Class hours:
Day classes: 10 am – 2:30 pm (Monday – Thursday)
Night Classes: 6 pm – 10:30 pm (Monday – Thursday)

Class Size

The average class size is 10 students.

Academic Merit Transferability*

AAIT measures its programs and courses in clock hours.
For transferability of academic merit between schools the school uses the policy that states that AAIT does not guarantee the transferability of earned at AAIT academic merit to a college, university or another educational institution. Any decision on the comparability, appropriateness and applicability of academic merit and whether it should be accepted is the decision of the receiving institution.

Supervised Study/Reading Time

Apart from regular classroom work, a student is involved under the guidance/supervision of an academic advisor in the required classroom preparatory reading assignments. Students are responsible for completing these classroom activities based on the materials issued by their instructors. All assignments must be completed in class and will be used by the instructor as facilitating material.

Terminations & Attendance Policy

AAIT reserves the right to terminate a student's training for unsatisfactory progress or attendance, nonpayment of tuition or failure to abide by the established standards of conduct.

AAIT expects students to attend all scheduled classes. Poor attendance (and lateness) hinders the students' ability to master the subject matter and may result in failing the course. Attendance is closely monitored. Students are required to attend at least 80% of the scheduled class time for the program in which they enrolled in order to meet graduation requirements.

If, for any reason, a student is unable to attend a class on any given day, he or she should contact the instructor or the school's Director/Acting Director to inform her or him of their absence at least 24 hours in advance. If a student is absent and does not follow this procedure, a school official will try to contact the student to identify the reason for the absence and to ensure that the student will return the next time class meets.

A student who is absent seven (7) consecutive instructional days without excuse will be terminated from his or her program of study. Refund will be given based on rules set forth in Enrollment Agreement and in "Withdrawal Procedures" described in the Financial Guidelines section of this Catalog.

Programming Classes Calendar 2022-2023

Term Start and End Dates*: Fall August 25th - December 23; Spring Jan 3 - April 28; Summer May 1st - August 25th.
*Individual class program start- and end-dates may be moved or cancelled based on enrollment.

Programming classes follow each class individual schedule posted on School premises.

Programming school will enjoy the closings on the following Holidays:

Labor Day, September 5th, 2022

Thanksgiving Day, November 24th, 2022

Christmas, December, 25th 2022

New Year's Eve and New Year's Day, December 31st 2022 and January 2nd 2023

Easter, April 9th, 2023

Memorial Day, May 29th, 2023

Independence Day, July 4th, 2023

No classes are conducted if the above Federal holidays occur during students' program clock hours. Missed class hours are made up whenever the school provides the make-up time.

Tardiness & Early Departures

Regular class attendance for all scheduled hours is vital to students' academic success. Lateness to class is discouraged as it can be disruptive to the learning environment of others, and it may affect a student's attendance record. Repeated lateness may lead to a student being placed on attendance probation. Student attendance is recorded in fifteen (15) minute increments. A total of three partial absences will constitute a full absence. Unauthorized departures from class will also affect the hours present. Lateness and early departures are recorded as hours missed for attendance purposes.

Attendance Probation

When students have absences that exceed twenty-percent (20%) of the scheduled course class hours, they will be placed on attendance probation and will remain on probation for the remainder of that course. Any student whose attendance rate does not show improvement and whose overall attendance is less than 80% may be subject to dismissal from the school and any unused tuition will be refunded according to the Refund Policy.

Leave of Absence

Students may submit a written request for a leave of absence (LOA) to AAIT Director/Acting Director. Requests for a leave of absence must be approved by AAIT Director/Acting Director and processed before the start of a term or course. A student may be granted a leave of absence in the event of unforeseen circumstances, for example, medical reasons affecting the student or a member of the student's immediate family, military service (the student only), or jury duty (the student only). The total amount of time of absence cannot exceed 180 days within the 12-month period. The request must be submitted in a written form, must be signed by the student and must include the date of submission, the effective date, length of the leave of absence, and the reason for the leave of absence.

Make-Up Standards

Students are encouraged to attend classes every day and be in class on time. If a student is absent from class it is the student's responsibility to find out the material covered during the student's absence and to make sure that all missed work is made up in compliance with AAIT academic guidelines.
The instructor will not re-teach material, so it is recommended that after the absence students contact their instructor to review the classes missed and to schedule appropriate tutoring and make-up lab sessions*.
Hours of make-up work will not be accepted in lieu of hours of class attendance.

Exam Make-up policy: it is the responsibility of a student to make arrangements one week prior to the exam as to when the student will take the exam. Usually it will be given early, not late.

*For description of rules for tutoring sessions with AAIT instructors see "Academic Counseling & Tutoring".

Academic Counseling & Tutoring

Students who experience educational, problems may seek advice from AAIT faculty.
Tutoring* is available to students who feel the need to improve their study skills and academic performance.

Such tutoring will be arranged on AAIT campus upon permission secured from AAIT Director.
Tutoring fees will be payable to AAIT Business Office.

*Tutoring fees apply.

Graduation Requirements

AAIT awards Diplomas for successful completion of day and/or evening programs. Students must meet the degree requirements as outlined in the Academic Catalog current at the time of application for graduation.

Students must successfully complete all courses in the program of study and earn the required total amount of clock hours for the program. Previously earned academic merit from another institution may be used to qualify as successful completion of a course. The awarding of academic merit and determination of equivalency of the prior experience to related coursework will require documented proof and will be evaluated by the instructors who teach related courses. The experience earned for the previous work will not exceed 25% of the total program and will not be used in calculating the cumulative GPA.

Students must earn a cumulative grade point average of at least 2.0 (grade of "C-" or better) for all course work completed at AAIT including midterm and final exams.

There is no charge for the learning software downloaded for the program and the students will use their own electronic devices. Thus, any return policy on materials and devices is not applicable.

Students must be in good financial standing and fulfill all financial obligations to the School prior to graduation unless previous satisfactory arrangements have been made. If satisfactory financial arrangement have not been made, the graduation credentials will be withheld.

Student Academic Records and Transcripts

Students' records are supervised by the School Director/Acting Director.
AAIT retains the student's official academic records (transcripts). A transcript is the final, accurate record of academic accomplishment.

Current and former students may request one free copy of their official transcript by submitting a written request to the School Director with the name and address where the transcript will be mailed. A fee of $5 will be charged for each additional copy and must be paid in advance before the requests are processed. Transcripts sent directly to the student will be marked as unofficial copies. Official transcripts will not be released for students who have a past due account with the school.
Student financial records are retained for three years plus the current year.

Diplomas*

Diplomas are awarded upon satisfactory completion of all courses in the student's program. A diploma will not be issued nor will record of graduation of the program be posted to a student's academic record until all the requirements for graduation are met.

Diplomas are awarded upon successful completion of a structured sequence of courses.

*A certificate of Attendance indicating the amount of clock hours earned will be awarded, if a student has not been able to complete the necessary clock hours or courses for graduation due to legitimate medical or financial hardship reasons.

Inclement Weather Guidelines

In the event of inclement weather, the college may adjust campus opening/closing times or close the campus entirely. AAIT students and staff should tune into local **TV News or Radio stations** for severe weather alerts as well as call school number to hear school closing notifications 267-840-9000.

Students should be aware that the bad weather does not mean that AAIT will close. Those students who have children must make arrangements when their school or day care is closed and AAIT is open. It is important to make arrangements prior to any expected severe weather.

For inclement weather notices, you may call AAIT at 267-840-9000, or go to AAIT Web site at www.aaitschool.com

Academic Standing

Grading System

Grading symbols are not grades but designations of administrative action regarding course work. For assessment of student progress Grading system, Grade Scale and Grade Breakdown see p. 17.

A—Excellent The student has demonstrated outstanding proficiency in mastering course objectives.

B—Above Average The student has demonstrated above average proficiency in mastering course objectives.

C—Average The student has demonstrated average proficiency in mastering course objectives.

F—Failing The student has not demonstrated a minimum passing proficiency in mastering course objectives.

I—Incomplete Due to extenuating circumstances, a student may be given an extension of time to complete course objectives. An "I" grade must be made up prior to the end of the succeeding term or it becomes an "F." (Does not count in computation of grade point average.) Assignment of "I" grades is a faculty prerogative and is issued when the student who has completed the majority of the course requirements is unable to complete the remainder due to unusual or extenuating circumstances.

P—Pass A "P" is an indication that the student has completed the coursework satisfactorily. It is used at the discretion of the School. (Does not count in the computation of grade point average.)

W—Withdrawal A "W" is an indication of an action requested by the student. A "W" may not be changed to a grade. (Does not count in the computation of grade point average)

Academic Integrity Standards

All work that contributes to a student's grade will be the unaided work of the student. Copying another's work, working together, asking others for help and giving help are not ethical and prohibited. These rules apply to tests, quizzes, laboratory exercises, examinations. When exceptions are made; as in the case of group projects, the cooperation that is allowed will be explained by the instructor.

Student Academic Progress

To encourage satisfactory progress throughout continuous enrollment, the AAIT academic progress policy establishes specific standards that must be met by all students enrolled in courses.
The courses/program hours and instruction are measured by clock hours.
Instructors will assess students' progress in completing course objectives. Academic progress will be measured at mid-point and end of program as well as throughout the enrollment.

Satisfactory Academic Progress Chart

GRADE SCALE			GRADE BREAKDOWN	
100-90	A	4.0	Course Tests/Projects	30%
89-80	B	3.0	Mid-Point Test/Project	35%
79-70	C	2.0	Final Test/Project	35%
69 & Below	F	<2.0		

Grade Point Average (GPA) – At individual student's request students' transcripts may reflect grade point average (GPA) that is determined by dividing the total number of grade points earned by the total number of grade points attempted in the courses which count toward the student's grade point average.

Students experiencing academic difficulty are required to meet with their instructor to discuss the cause of academic difficulty and to determine the best course of action for the student to follow to improve his/her academic performance.

Academic Warning - A student is placed on academic warning when his/her grade point average falls below satisfactory academic progress for the first time.

Academic Probation - A student is placed on academic probation the second time his/her grade point average falls below satisfactory academic progress.

Academic Dismissal - A student will be dismissed if he or she fails to achieve the required minimum standards at the above levels of evaluation by the next marking period.

Process for Grade Appeals:

The student who believes there is an inaccuracy in his/her official academic record (transcript) must notify the Administration Office immediately. The appeal process for course grades or other course matters must be initiated no later than within 10 days of the end of the course (last class day).

A student who wishes to appeal a grade or other course matters should follow the appeal procedure listed in "Student Complaint/Grievance Procedure" of this Catalog.

Academic Reinstatement

To be reinstated to regular status, a dismissed student must seek to correct academic status by retaking courses they have failed.
Once a student has met the minimum satisfactory academic progress standards, they may apply for reinstatement as a regular student.
Reinstated students will be on probation until the conditions of academic probation are satisfied.

Financial Guidelines

Tuition and Fees, Payment Procedures

General Payment Procedures Related to All Payment Plans

Program and/or Course **tuition and fees** are found in the **Enrollment Agreement** and payable on a term / program basis
- either in full by the first day of class for the term / program,
- or according to a Payment Plan that has been agreed upon by the student and AAIT Business Office. The Payment Plan is considered to be approved after it has been signed and dated by the student and accepted (signed and dated) by AAIT Official. After its approval the Payment Plan becomes an official rider to the Enrollment Agreement.

All payments of charges (tuition, fees, etc.) are due on the established date. Overdue accounts will be assigned a late fee of $100.00 after the grace period of 4 business days. Two missed payments will qualify a student as terminated.

We accept Cash, Check, all major credit cards. Please note that 4.5% surcharge fee will be added for all credit card payments.

Payment Plans

The maximum amount of tuition the school will keep at any given point of time is 1 term worth of tuition.

Option 1: Pay Term Tuition in Full

For single term program full payments are made by the first day of class. For multi term programs the total tuition cost is split into relatively equal portions according to the number of terms in the Program and each term tuition balance is paid in full by the first day of class.

Option 2: Individual Installment Payment Plan

AAIT offers an Installment Payment Plan for students who cannot pay the full cost of the Program for the term by the first day of class. The payment plan is interest free and there is a no sign-up fee. This option allows students to manage their charges in several prorated installments.

The payment plan is interest free and there is a no sign-up fee.

The First two tuition payments are made no later than the first 7 calendar days of the program are over and must equal 32% of tuition. The remaining payments are scheduled to reflect individual payment plans with the last payment to occur not later than 70% of classes into the program.

There is an enrollment deposit to guarantee the spot in the program.

Cancellation & Refund Policy

A request for cancellation must be made in writing or if not made in writing, must be confirmed in writing within five additional calendar days.

An applicant not accepted for admission by AAIT is entitled to a refund of all monies paid.
As defined in 22 Pa. Code § 73.134, a student has 5 calendar days to request cancellation of the enrollment agreement or, if in writing, the student has 5 more calendar days to cancel to receive the registration fee refund (all monies paid) if no classes have been attended, lessons completed or materials used. After 10 days, the registration fee is no longer refundable.

Withdrawal Procedures

A student choosing to withdraw from the school after the commencement of classes is to provide a notice to the Director of the School. The notice must include the expected last date of attendance.

Discontinuing a course will affect your transcript (permanent record) by showing a "W" for that course. If you simply stop attending class and do not officially withdraw from the course, you will receive an "W" ("Withdrawn").

The student will receive a transcript with the date of withdrawal.

A student will be determined to be withdrawn from the Program if the student misses seven consecutive instructional days and all of the days are unexcused. If special circumstances arise, a student may request, in writing, a leave of absence, which should include the anticipated start and end date of such leave. If the student fails to return from the leave of absence at the agreed date and has provided no excuse, the student will be considered withdrawn from the date of his/her last class attendance.

Withdrawals after the start of classes will follow the refund schedule below:

Return and Withdrawal Refund Schedule

If a student stops attending, a refund is due if they completed less than 50% of the term.

1-7 calendar days of term/program	75% of term/program costs
Within 25% of term/program	55% of term/program costs
Within 50% of term/program	30% of term/program costs
50% and more of term/program	No refund

Per 22 Pa Code § 73.136, refunds are made within 30 calendar days. The date the refund is calculated is by the resident student's last day of attendance or the date the nonresident student requests cancellation.

Programs

Computer Software, .Net & ASP Applications

This program is designed to provide high quality, specialized vocational preparation and personal enhancement that will help aspiring professionals gain the advanced knowledge and skills they need to fulfill their career ambitions in the dynamic and growing field of information technology.

The **objective** of the program is to prepare students with the knowledge, technical skills, and work habits to pursue entry-level IT **positions** dealing with the research, design, and development of .Net systems software (.Net Developer/Programmer,.Net Web Developer, C# Developer, Software Developer/Engineer, etc.), This program provides students with knowledge and a variety of skills in developing complex real life working Windows Forms and Web based .NET applications using C# programming language, SQL database server and Visual Studio. Some of the main program goals include, but are not limited to, a solid knowledge of Windows and Web Forms design, object-oriented programming concepts, database programming, advanced features of the C# language, application deployment.

Graduates will use the acquired skills in the medical, industrial, communications, business, scientific, and general areas.

The length of the program is **605** clock hours over a period of **34** weeks. All students must complete the program with a minimum of 605 clock hours.

Upon successful completion of the program, graduates will be awarded a **Diploma**.

Although AAIT will assist students with job placement, finding a job is the individual responsibility of the student. AAIT does not guarantee that any student will be placed in any of the jobs described, or placed at all.

Curriculum

Course #	Course Name	Clock Hours		Total Clock Hours
		Lect.	Lab.	
C102	Computer Basics	4.5	4.5	9
C103	Introduction to Programming	4.5	4.5	9
C311	Introduction to Microsoft .NET Software Development: current .NET Framework , Design and Development of Windows Forms	22.5	22.5	45
C312	Introduction to Microsoft .NET Software Development: Basic & Advanced Coding Skills	22.5	22.5	45
C313	Introduction to Microsoft .NET Software Development: Advanced Coding Skills	22.5	22.5	45
C321	Developing Windows Forms Applications using latest version of C# and latest version of Visual Studio: Classes	22.5	22.5	45
C322	Developing Windows Forms Applications using latest version of C# and latest version of Visual Studio: Data Sources, Bound Controls and ADO	22.5	22.5	45
C323	Developing Windows Forms Applications using latest version of C# and latest version of Visual Studio: Working with Flat files, Data Streams and XML files	22.5	22.5	45
C331	Latest version of C# Fundamentals With LINQ. Data access with Entity Framework using LINQ	22.5	22.5	45
C332	Designing Web Application User Interfaces	22.5	22.5	45
C333	Building Web Applications with ASP.NET MVC	22.5	22.5	45
C341	Advanced Web Applications Development using latest version of ASP.NET and C#: Database programming, LINQ and Website Security	22.5	22.5	45
C342	Advanced Web Applications Development using latest version of ASP.NET and C#: Profiles, SMTP and AJAX	22.5	22.5	45
C343	Advanced Web Applications Development using latest version of ASP.NET and C#: Configuration, Deployment of ASP.NET Application, Web Services	22.5	22.5	45
C351	Latest version of ASP.NET Introduction to jQuery and MVC	22.5	22.5	45
	Final Exam	-	2	2
	Total:	301.5	303.5	605

Systems Software, SQL Applications

This program is designed to provide high quality, specialized vocational preparation and personal enhancement that will help aspiring professionals gain the advanced knowledge and skills they need to fulfill their career ambitions in the dynamic and growing field of information technology.

The **objective** of the program is to prepare students with the knowledge, technical skills, and work habits to pursue entry-level **positions** of SQL DBA, SQL Applications Developer, Programmer Analyst, SQL Software Designer, SQL Server Developer, etc., where they will be expected to develop, create, and modify general computer applications software or specialized utility programs. The successful graduates will be able to analyze user needs and develop software solutions, understand basic database design principles and implement them in SQL Server, have knowledge of the fundamentals of writing Transact-SQL queries that retrieve or modify data, design software or customize software for client use with the aim of optimizing operational efficiency.

The length of the program is **605** clock hours over a period of **34** weeks. All students must complete the program with a minimum of 605 clock hours.
Upon successful completion of the program, graduates will be awarded a Diploma.

Although AAIT will assist students with job placement, finding a job is the individual responsibility of the student. AAIT does not guarantee that any student will be placed in any of the jobs described, or placed at all.

Curriculum

Course #	Course Name	Clock Hours		Total Clock Hours
		Lect.	Lab.	
C102	Computer Basics	4.5	4.5	9
C103	Introduction to Programming	4.5	4.5	9
C211	SQL Server Overview & Basic Features: Installation, Tools and Database Fundamental Concepts	22.5	22.5	45
C212	SQL Server Overview & Basic Features: Data Manipulation	22.5	22.5	45
C213	SQL Server Overview & Basic Features: T-SQL Fundamentals	22.5	22.5	45
C221	Advanced SQL Server Development: Views and Stored Procedures	22.5	22.5	45
C222	Advanced SQL Server Development: Triggers and T-SQL Essentials	22.5	22.5	45
C223	Advanced SQL Server Development: Advanced T-SQL	22.5	22.5	45
C231	SQL Administration: Architecture and Tools	22.5	22.5	45
C232	SQL Administration: SQL Server Security and Recovery	22.5	22.5	45
C233	SQL Administration: Disaster Prevention and Recovery	22.5	22.5	45
C241	SQL Services: Reporting Services (SSRS)	22.5	22.5	45
C242	SQL Services: Integration Services (SSIS)	22.5	22.5	45
C243	SQL Services: Integration Services (contnd.) (SSIS)	22.5	22.5	45
C244	SQL Master Data Services & Data Quality Services	22.5	22.5	45
	Final Exam	-	2	2
	Total:	301.5	303.5	605

Microsoft Office Applications (Word/Excel/PP)

This program is designed to provide high quality, specialized vocational preparation for both high school graduates and professionals who are pursuing modern clerical positions which require high proficiency in computer skills and Microsoft Office Applications.

The **objective** of the program is to prepare students with the knowledge, technical skills, and work habits to pursue competitive entry-level clerical office **positions** with highly specific computer requirements and knowledge of Microsoft Office 2010 Applications (Word, Excel &.Power Point).

In modern days virtually any clerical and managerial office job requires some degree of data processing and manipulation. Microsoft Office Suite is the most popular, versatile, and widely used set of programs that handles most of day to day operations in the office and therefore it is implied that employees are able to use it at advance level. This course gives an overview of the core Office products (Word, Excel, PowerPoint, Outlook, Access, Publisher). The course introduces students to basic and advanced features within each of the applications including Microsoft Outlook for managing your email, appointments, meetings, and contacts; the essentials of the Microsoft Word 2010 program, with many intermediate to advanced features; the essentials of the Excel 2010 program, creation and modification of professional presentations using Microsoft PowerPoint.

The length of the program is **120** clock hours over a period of **7** weeks. All students must complete the program with a minimum of **120** clock hours.

Upon successful completion of the program, graduates will be awarded a **Diploma.**

Although AAIT will assist students with job placement, finding a job is the individual responsibility of the student. AAIT does not guarantee that any student will be placed in any of the jobs described, or placed at all.

Curriculum

Course #	Course Name	Clock Hours		Total Clock Hours
		Lect.	Lab.	
C103	**Microsoft Office Applications (Word/Excel/PP)**	60	60	120

Course Descriptions

Systems Software, SQL Applications

(Diploma)

C102
Computer Basics

This course is designed for students who had little or no prior experience in working with computers. In this course students will get a basic idea about the major computer components (the system block, input and output peripheral devices such as the keyboard, the mouse, the monitor, the printer, etc.). They will then work their way inside the computer, learning about the Operating System, Files, Printing, Internet and other everyday tasks computer can bring to the table. Finally, students will get a scope of what makes computers so powerful and useful – Programming. They will learn basic programming concepts and practice a few entry level programming scripts.
Prerequisite: None

C103
Introduction to Programming

This course is designed for students who had little or no prior experience in working with computers. In this course students will learn the Basics of computer programming. This course focuses on the concepts of Operators, Programming Logic, Loops, Arguments and Functions. They will also practice writing a few entry level programs.
The students will explore basic level programming concepts: variables, scope, control structures, sub procedures and functions and discuss scripting, compiled and hybrid languages and concepts related to object-oriented programming.
Prerequisite: None

C211
SQL Server Overview & Basic Features: Installation, Tools and Database Fundamental Concepts

This course covers fundamental concepts of defining data, such as understanding and creating databases, creating tables, understanding normalization. This course also concentrates on using SQL development tools such as Query Editor and Surface Area Configuration Tool. In addition, this course also explains how to install SQL Server (current version) and its features.

Prerequisite: C102, C103

C212
SQL Server Overview & Basic Features: Data Manipulation

This course covers fundamental concepts of defining data, such as understanding and creating databases, creating tables, understanding normalization, retrieving and manipulating data using SELECT, INSERT, UPDATE, and DELETE commands, as well as showing how to increase performance by using INDEX.

Prerequisite: C102, C103, C211

C213
SQL Server Overview & Basic Features: T-SQL Fundamentals

This course covers fundamentals of the Transact SQL (T-SQL) and teaches how to manipulate data using SELECT, INSERT, UPDATE, and DELETE commands. In addition, this course also teaches how to work with different SQL functions.

Prerequisite: C102, C103, C211, C212

C221
Advanced SQL Server Development: Views and Stored Procedures

This course covers advanced concepts of database processing; conceptual, logical, and physical design of databases; the use of SQL and DBMS technology for relational database implementation; and general business database management issues.
The general goal of this course is to provide adequate technical detail while emphasizing the organizational and implementation issues relevant to the management of data in an organizational environment.
The course covers the concepts of relational databases and the powerful SQL programming language. Students are taught to create and maintain database objects and to store, retrieve, and manipulate data. Students learn to create advanced objects such as VIEWS and STORED PROCEDURES.
Prerequisite: C102, C103, C211, C212, C213

C222
Advanced SQL Server Development: Triggers and T-SQL Essentials

This course covers advanced concepts of database processing; conceptual, logical, and physical design of databases; the use of SQL and DBMS technology for relational database implementation; and general business database management issues.
The general goal of this course is to provide adequate technical detail while emphasizing the organizational and implementation issues relevant to the management of data in an organizational environment.
The course covers the concepts of relational databases and the powerful SQL programming language. Students are taught to create and maintain database objects and to store, retrieve, and manipulate data. Students learn to create advanced objects such as TRIGERS, retrieve data by using advanced aggregation functions such as SUM, MAX, RANKING, set operators and more. They also learn to write SQL and T-SQL using Management studio.

Prerequisite: C102, C103, C211,C212, C213,C221

C223
Advanced SQL Server Development: Advanced T-SQL

This course covers advanced concepts of database processing; conceptual, logical, and physical design of databases; the use of SQL and DBMS technology for relational database implementation; and general business database management issues.
The general goal of this course is to provide adequate technical detail while emphasizing the organizational and implementation issues relevant to the

management of data in an organizational environment.
The course covers the concepts of relational databases and the powerful SQL programming language. Students are taught to create and maintain database objects and to store, retrieve, and manipulate data. Students learn to create advanced objects such as FUNCTIONS, TRIGERS, retrieve data by using advanced aggregation functions such as SUM, MAX, RANKING, set operators and more. They also learn to write SQL and T-SQL using Management studio.

Prerequisite: C102, C103, C211,C212, C213,C221,C222

C231
SQL Administration:
Architecture and Tools

In this course, students will learn and practice skills to administer SQL Server with SQL Server Management Studio and Transact-SQL and explore typical tasks that database administrators perform at their jobs on day to day basis.

Prerequisite: C102, C103, C211,C212, C213,C221,C222,C223

C232
SQL Administration: SQL Server Security and Recovery

In this course, students will learn and practice skills to administer SQL Server with SQL Server Management Studio and Transact-SQL and explore typical tasks that database administrators perform at their jobs on day to day basis.

Prerequisite: C102, C103, C211,C212,C213,C221,C222,C223, C231

C233
SQL 2005 Administration:
Disaster Prevention and Recovery

In this course, students will learn and practice skills to administer SQL Server with SQL Server Management Studio and Transact-SQL and explore typical tasks that database administrators perform at their jobs on day to day basis. This course concentrates on Automating Administrative Tasks, Disaster Prevention and Recovery, and Transaction Replication.

Prerequisite: C102, C103, C211,C212, C213,C221,C222,C223 C231,C232,C233

C241
SQL Services: Reporting Services (SSRS)

In this course, students will learn and practice skills to work with Business intelligence suite of tools and services in SQL Server 2005 such as SSRS (Reporting services), ETL through SSIS (Integration Services). It teaches students how to build reports from scratch, create different reporting structures, work with Visual Studio, Report Manager and Report Builder 3.0

Prerequisite: C102, C103, C211,C212, C213,C221,C222,C223 C231,C232,C233

C242
SQL Services: Integration Services (SSIS)

In this course, students will learn and practice skills to work with Importing and Exporting tools, DTS packages creation, Extract, Transform and Load data, use of the Data Replication tools.
It also concentrates on what are the package elements and how to create simple packages and use of the Subscription Wizard.

Prerequisite: C102, C103, C211,C212, C213,C221,C222,C223 C231,C232,C233,C241

C243
SQL Services: Integration Services (contnd.) (SSIS)

In this course, students will learn and practice skills to work with Business intelligence suite of tools and services in SQL Server such as Notification and Broker Services. This course concentrates on the Service Broker Elements such as Conversations, Contracts, and Queues. It is also teaches how to implement Dialog Security and Transport Security. As part of the Notification Services teaches how to use Subscription features

Prerequisite: C102, C103, C211,C212, C213,C221,C222,C223 C231,C232,C233,C241,C242

C244
SQL Services: Master Data Services and Data Quality Services

In this course, students will learn and practice skills to work with Master Data Services (MDM) and Data Quality Services (DQS).

Prerequisite: C102, C103, C211,C212, C213,C221,C222,C223 C231,C232,C233,C241,C242, C243

Computer Software, .Net & ASP Applications
(Diploma)
C102
Computer Basics
See information on P.31
C103
Introduction to Programming
See information on P.31

C311
Introduction to Microsoft .NET Software Development: .NET Framework 3.5, Design and Development of Windows Forms Applications

In this course, students will learn and practice skills in C# .NET by building actual working .NET applications. To save time and effort, Visual Studio environment has been set up for students with all of the features needed to build a .NET application. Using these tools, students will build .NET-based projects that will be evaluated by their instructor, contributing to their portfolio and gaining valuable experience.
Prerequisite: C102,C103

C312
Introduction to Microsoft .NET Software Development: Basic and Advanced Coding Skills

In this course, students will learn and practice skills in C# .NET by building actual working .NET applications. To save time and effort, Visual Studio environment has been set up for students with all of the features needed to build a .NET application. Using these tools, students will build .NET-based projects that will be evaluated by their instructor, contributing to their portfolio and gaining valuable experience. Students will learn how to work with different types of arrays, collections, dates, and strings.

Prerequisite: C102,C103,C311

C313
Introduction to Microsoft .NET Software Development: Advanced Coding Skills

In this course, students will learn and practice skills in C# .NET by building actual working .NET applications. To save time and effort, Visual Studio environment has been set up for students with all of the features needed to build a .NET application. Using these tools, students will build .NET-based projects that will be evaluated by their instructor, contributing to their portfolio and gaining valuable experience. Students will learn how to work with different types of arrays, collections, dates, and strings.

Prerequisite: C102,C103,C311, C312

C321
Developing Windows Forms Applications using C# and Visual Studio: Classes

This course provides students with the knowledge and skills needed to develop more complicated applications Microsoft C#.NET language and SQL database for the Microsoft .NET platform. The course focuses on object-oriented concepts: classes, class members, inheritance.

Prerequisite: C102,C103,C311, C312,C313

C322
Developing Windows Forms Applications using C# and Visual Studio: Data Sources, Bound Controls and ADO

This course provides students with the knowledge and skills needed to develop more complicated applications Microsoft C#.NET language and SQL database for the Microsoft .NET platform. The course focuses on database programming: Data Sources, Bound Controls and ADO.

Prerequisite: C102,C103,C311, C312,C313,C321

C323
Developing Windows Forms Applications using C# and Visual Studio: Working with Flat files, Data Streams and XML files

This course provides students with the knowledge and skills needed to develop complex applications using Microsoft Visual C#.NET language, flat files, data streams and XML files

Prerequisite: C102,C103,C311, C312,C313,C321,C322

C331
C# 6.0 Fundamentals With LINQ. Data access with Entity Framework using LINQ

In this course, students will learn features of the C# language that make LINQ work, as well as how to use LINQ effectively using practical examples. They will start with seeing a demonstration of the power of LINQ along with some of the important features of the C# language for LINQ, including how to create and use extension methods and lambda expressions. Next, they will focus on the behavior of LINQ queries and start to work with realistic data to learn how to filter, order, and project data. Finally, students will see some demonstrations on how to use LINQ to XML as well as, how LINQ works with a remote datasource by using the Entity Framework against Microsoft SQL Server. Students will learn how to build data models, use EF Core to bridge software with data store, and how to incorporate all of this into desktop, mobile, and web applications.

Prerequisite: C102,C103,C311, C312,C313,C321,C322,C323

C332
Designing Web Application User Interfaces

In this course, students will learn the fundamentals of HTML regardless of the tool you use to author it and server side technologies that used to generate it. They will learn how to properly define HTML markup and follow the standards, how to create lists, tables, and images, and all about text elements. Students will learn how to create forms, all about the various input types, scripting forms and submitting files in forms. Students will also look at basic form styling techniques using bootstrap framework.
Prerequisite: C102,C103,C311, C312,C313,C321,C322,C323,C331

C333
Building Web Applications with ASP.NET MVC:
(Pattern Fundamentals as applied to Microsoft Web Framework)

In this course, students will learn basics of MVC pattern. ASP.NET MVC is a framework built on top of ASP.NET that supports the construction of Model View Controller based applications as an alternative to the post-back model of traditional ASP.NET applications. Building Web applications using MVC enables a clear separation of concerns between presentation and control logic, creates a test-friendly application that supports test-driven development, allows for control over rendered HTML and JavaScript, and simplifies control over the URL space of an application. This course will dive into the MVC pattern and the ASP.NET framework architecture to give students the knowledge to develop web applications using ASP.NET and the ASP.NET MVC framework
Prerequisite: C102,C103,C311, C312,C313,C321,C322,C323,C331 C332

C341
Advanced Web Applications Development using ASP.NET with C#: Database programming, LINQ and Website Security

In this course students will learn how to create and maintain web sites using ASP.NET with C# .NET. To save time and effort, Visual Studio environment has been set up for students with all of the features needed to build a .NET application. Using these tools, students will build .NET-based projects that will be evaluated by their instructor, contributing to their portfolio and gaining valuable experience. This course concentrates on the database programming, LINQ and web site security.

Prerequisite: C102,C103,C311, C312,C313,C321,C322,C323,C331 C332,C333

C342
Advanced Web Applications Development using ASP.NET with C#: Profiles, SMTP and AJAX

In this course students will learn how to create and maintain web sites using ASP.NET with C# .NET. To save time and effort, Visual Studio environment has been set up for students with all of the features needed to build a .NET application. Using these tools, students will build .NET-based projects that will be evaluated by their instructor, contributing to their portfolio and gaining valuable experience. This course concentrates on profiles, MultiView and Wizard controls, SMTP service in IIS, web portals and AJAX.

Prerequisite: C102,C103,C311, C312,C313,C321,C322,C323,C331 C332,C333,C341

C343
Advanced Web Applications Development using ASP.NET with C#: Configuration, Deployment of ASP.NET Application, Web Services

In this course students will learn how to create and maintain web sites using ASP.NET with C# .NET. To save time and effort, Visual Studio environment has been set up for students with all of the features needed to build a .NET application. Using these tools, students will build .NET-based projects that will be evaluated by their instructor, contributing to their portfolio and gaining valuable experience. This course concentrates on the ASP.NET web application configuration and deployment, web services.

Prerequisite: C102,C103,C311, C312,C313,C321,C322,C323,C331 C332,C333,C341,C342

C351 ASP.NET 4.5 Introduction to jQuery and MVC

In this course, students will learn and practice skills in advanced topics of the ASP.NET on how to use jQuery in web applications and create MVC applications. To save time and effort, Visual Studio environment has been set up for students with all of the features needed to build a .NET application. Using these tools, students will build .NET-based projects that will be evaluated by their instructor, contributing to their portfolio and gaining valuable experience. This course focuses on the developing one-page and multi-page web applications.

Prerequisite: C102,C103,C311, C312,C313,C321,C322,C323,C331 C332,C333,C341,C342, C343

Microsoft Office Applications (Word, Excel, PPT) (Diploma)
C104
Microsoft Office Applications (Word/Excel/PPT)

The Course consists of 4 Modules (Introduction to Microcomputers, Microsoft Excel, & Microsoft Word) and provides students with the knowledge and skills to perform operations with word processing, spreadsheet & Power Point applications in an office environment. It is designed to provide necessary computer skills and hands-on instruction for developing foundation **Word, Excel & Power Point** skills for office assistant or administrative assistant careers in business and industry.

Introduction to Microcomputers. Module 1 introduces the fundamental concepts and operations necessary to use microcomputers. Emphasis is placed on basic functions and familiarity with computer use. Topics include: computer terminology, introduction to the Windows environment, introduction to networking, introduction to word processing, introduction to spreadsheets.

Microsoft Word. In Module 2 the learner will receive hands-on experience using Word Application. Features included are: document creation, basic editing, formatting, working with multiple page documents, inserting footnotes/endnotes, applying styles, using templates and wizards, inserting and formatting tables, creating envelopes and labels, using mail merge, and sending a Web document by email.

Microsoft Excel. In Module 3 the learner will receive hands-on experience using Excel Application. Topics include creating and formatting worksheets, using formulas, using multiple worksheets, creating charts, filtering and extracting data, creating macros and using templates.

Power Point. Module 4 provides a study of creating, modifying and delivering presentations. Topics include: creating a presentation, formatting content, collaborating with others, managing a presentation, creating output and delivering a presentation.

Prerequisite: None

Other Information

Course, Program & Policy Descriptions – Leon Kriner.
Catalog Production Editor – Dr. Irene Klewin
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Notes