



# CATALOG

Texas

Version 2019.1

March 2019 to March 2020

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512-717-5244

[www.galvanize.com](http://www.galvanize.com)

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## NOTES

### Catalog Revisions

This Galvanize Catalog, Texas, is updated at least annually, but Galvanize reserves the right to revise it more frequently at its discretion. The most recent edition of the Catalog is the one posted on the Galvanize website, which can be downloaded at [www.galvanize.com](http://www.galvanize.com). A copy of the current Catalog can be requested by sending an email to [info@galvanize.com](mailto:info@galvanize.com). Such changes will not negatively affect currently enrolled students.

### Location of Classes

Galvanize - Texas offers online and on- site programs. On-site programs are conducted at 119 Nueces Street, Austin, Texas. Online programs are conducted via live, in-person video conferencing scheduled during Pacific Standard Time.

### Ownership

Galvanize is a private institution owned by Galvanize Inc. The officers of Galvanize Inc. are:

Alfonso Rosabal	CEO
Dessa Bokides	CFO, COO
Daniel Pianko	Director
Paul Mariani	Director
Denise O'Leary	Director
Jerry Miller	Director
Tyler Newton	Director

The General Manager of Galvanize – Texas is Bill Blackstone.

### Accreditation

Galvanize is not accredited by an accrediting agency recognized by the United States Department of Education and is not eligible to participate in federal student financial assistance programs. Galvanize does not offer any programs that prepare students for any official licensure exam in the state of Texas.

### Complaints

Complaints which cannot be resolved by direct negotiation between the student and the school shall be directed to the Texas Workforce Commission.

Texas Workforce Commission Career Schools and Colleges  
101 East 15<sup>th</sup> Street, Room 226T  
Austin Texas 78778  
Phone: 512-936-3100  
[texasworkforce.org/careerschools](http://texasworkforce.org/careerschools)

**Galvanize is approved and regulated by the Texas Workforce Commission, Career Schools and Colleges, Austin, Texas.**



## INTRODUCTION TO GALVANIZE

### Galvanize Mission

Galvanize offers a re-imagining of professional and technical education. Our mission is to enable the next generation of data scientists and developers to gain access to practical, real-world skills that provide pathways into industry. Programs at Galvanize include the theoretical understanding of computer science, statistics, and software engineering, paired with industry-focused skills in visualization, business acumen, and the scientific method. Our primary focus is student outcomes, by providing the practical education students need to succeed in the new information economy.

In 2018, Galvanize Inc. acquired Hack Reactor, joining two of the strongest providers of immersive technology programs in their markets. With complementary operations Galvanize and Hack Reactor expect to be able to offer a fuller choice of curriculum to students and enterprise clients by optimizing operations and increasing overall size as a result of the transaction.

### Mission Statement

Hold yourself and others accountable and responsible  
Create for the future with pride, passion, and urgency  
Win with trust, integrity, and inclusion  
Be a team. Do your job. Be a pineapple  
Continuously learn, grow, and hustle

### Galvanize Educational Objectives

- Providing theoretical and practical learning based on industry needs and student feedback
- Cultivating an environment of student immersion and collaboration
- Employing qualified faculty who offer students personalized attention and professional expertise

## PROGRAMS OFFERED

### Galvanize Data Science Immersive

13 Week duration full-time, in-person program

#### Program Outcomes

The Data Science Immersive prepares students to become data scientists. There are no license requirements for general work in this career field.

#### Class Schedule

Students are expected to be at Galvanize for Data Science instruction from 9:30AM – 6:30PM Monday through Friday for the full 13-week course. There are weekly evening events which students are strongly encouraged to attend. A class calendar with holiday closures will be made available to students during the enrollment process. When an unexpected closure occurs due to extraordinary conditions such as inclement weather, students will be notified as soon as possible via email.

#### Program Description

Galvanize's 13-week Data Science Immersive program is designed for individuals who have most of the skills needed to obtain a position as a data scientist. The curriculum spans statistical analysis of data, software engineering, machine learning, and data engineering management. The tools and techniques that we teach are the ones that industry partners regularly tell us are most important in making decisions about hiring.

#### Graduation Requirements

In order to qualify for graduation and successfully complete the Data Science Immersive, students should meet the attendance requirements, meet the minimum technical competency, and participate in the Career Services program.

- **Attendance:** Students are required to attend at least 85% of total class hours, all-inclusive (excused and unexcused absences combined.) Students must not exceed 3 unexcused absences throughout the course, or 5% of total class time.
- **Technical Competency:** Students are required to meet and maintain at least a 30% cumulative average on all assessments as outlined by the Data Science academic team
- **Career Services Program:** Students are required to complete all relevant activities in the Career Services Program which could include tasks such as completing a resume and online profile, conducting mock interviews and phone screens with Galvanize staff and delivering a capstone project proposal to the lead instructor.
- **Delivery of Capstone Project:** In order to attain a Complete graduation status, a student must deliver a capstone project approved by Lead Instructor.

Students are also required to fulfill all financial obligations to Galvanize before they graduate.

**Total Charges:**

Tuition: \$17,880.00

Registration Fee: \$100.00

Total tuition: \$17,980.00

**Program Outline**

Course Title	Lecture	Lab	Total
DSI 101 Software Engineering & Data Exploratory Data Analysis	12	28	40
DSI 102 Statistics and Probability	12	28	40
DSI 103 Regression	12	28	40
DSI 104 Supervised Learning	12	28	40
DSI 105 Natural Language Processing	12	28	40
DSI 106 Unsupervised Learning	12	28	40
DSI 107 Data Engineering	12	28	40
DSI 108 Case Studies	12	28	40
DSI 109 Capstone Projects	12	108	120
DSI 110 Interview Preparation	0	40	40
<b>Total</b>	<b>108</b>	<b>372</b>	<b>480</b>

**Galvanize Web Development Immersive**

24 Week duration, full-time, in-person program

**Program Outcomes**

The Web Development Immersive prepares students to become web developers and junior software developers. Graduates may find suitable employment with a technical consultancy firm, a software company, a nontechnical company (as an in-house developer,) freelancing, and more. There are no license requirements for general work in this career field. A graduate of this program will receive a certificate of completion.

**Class Schedule**

Students are expected to attend class from 9:00AM – 5:00PM Monday through Friday for the full 24-week duration course. When an unexpected closure occurs due to extraordinary conditions such as inclement weather, students will be notified as soon as possible via email.

**Program Description:**

Galvanize's Web Development Immersive is devoted to the tools, technologies, and developer processes that current developers use. Tools and applications covered in the program adapt to evolving industry demand; training can cover Ruby, HTML, CSS, Ruby on Rails, Angular and Javascript. Student will be exposed to different development workflows and work in pairs while working through different projects.



## Graduation Requirements

In order to qualify for graduation and successfully complete the Web Development Immersive, students should meet the attendance requirements, meet the minimum technical competency, and participate in the Career Services program.

- **Attendance:** Students are required to attend at least 85% of total class hours all inclusive (excused and unexcused absences combined.) Students must not exceed 6 unexcused absences throughout the course, or 5% of total class time.
- **Technical Competency:** Students are required to meet and maintain at least a 2.8 cumulative score on all mastery skills as outlined by the Web Development academic team.
- **Career Services Program:** Students are required to complete all relevant activities in the Career Services Program which could include tasks such as completing a resume and online profile, conducting mock interviews and phone screens with Galvanize staff and delivering a capstone project proposal to the lead instructor.
- **Delivery of Capstone Project:** In order to attain a Complete graduation status, a student must deliver a capstone project approved by Lead Instructor.

Students are also required to fulfill all financial obligations to Galvanize before they graduate.

### Total Charges:

Tuition: \$20,900.00

Registration Fee: \$100.00

Total Tuition Charges: \$21,000.00

### Course Outline:

Course Title	Lecture	Lab	Total
Intro to Programming and Front-End Development	55	120	175
Server Side Programming	55	120	175
Front End Frameworks and Single Page Applications	55	120	175
Data Structures and Algorithms & Interview Prep	21	49	70
Capstone Project	21	84	105
<b>Total</b>	<b>207</b>	<b>493</b>	<b>700</b>

## Hack Reactor Software Engineering Immersive

12 weeks of full-time, in-person program

Total Lecture: 45.75 hours, Total Lab: 530.25 hours

Total Contact Hours: 576 hours in-person

### Program Outcomes

During the first half of the onsite immersive, students work through a large amount of new material, at an extraordinary pace. In the second half of the course, students deploy their newly acquired skills to build projects, while learning new technologies. By the time they graduate, students become autonomous engineers, capable of tackling unique problems, and building complex applications. We have developed the immersive program to help support students in achieving this endgoal.

### Program Description

The onsite immersive is built around learning advanced programming concepts and becoming familiar with industry-standard applications and tools. (Git, Backbone, Rails, Unix, and TDD testing frameworks.) The program provides a strong professional-support network starting at the application process extending through the student's job-search. This support lead to students garnering higher salaries, better benefits, and greater career satisfaction. We judge student outcomes by performance on technical interviews for relevant professional roles and job search success rate within six months of completing the program.

### Class Schedule

Students will attend class Monday – Friday from 9am to 8pm and Saturday from 9am to 5:30pm for 12 weeks. The 12 weeks are split by one week without instruction, called “solo week”, so students can work on personal projects, review lessons, or outline thesis projects with the assistance of mentors before entering the second half of the program. Students take a 1-hour study hall/lunch break from 12:30pm to 1:30pm daily and a dinner break from 5:30pm to 6:30pm and may take breaks as they wish throughout the day or continue working. Every other day, students are given an extended lunch break. During this time, they are encouraged to exercise and overall, regain a healthy work/life balance.

### Total Charges

Tuition: \$17,880.00

Registration Fee: \$100.00

Total Tuition Charges: \$17,980.00

## Hack Reactor Software Engineering Online Immersive

12 weeks of full-time, online

Total Lecture: 45.75 hours, Total Lab: 530.25 hours

Total Contact Hours: 576 hours in-person

### Program Description

Hack Reactor Software Engineering Online Immersive takes the time-tested curriculum of the Hack Reactor Immersive and makes it accessible to students everywhere. Students learn from instructors face-to-face over video conference. They pair program with classmates throughout the course, so they are never working alone. We give them intimate access to teachers, a Help Desk that's ready to answer questions, and a strong peer community, all immediately available through messaging and video chat.

### Total Charges

Tuition: \$17,880.00

Registration Fee: \$100.00

Total Tuition Charges: \$17,980.00

## Hack Reactor Software Engineering Online Immersive - Part Time

36 Week duration, Part time, online program

Total Lecture: 45.75 hours, Total Lab: 530.25 hours

Total Contact Hours: 576 hours

### Program Description

Hack Reactor Software Engineering Online Immersive – Part Time delivers the same curriculum of the Hack Reactor Software Engineering Online Immersive over 38 weeks consisting of 36 weeks of instruction and 2 “solo” weeks when students receive additional time to work on solo projects with mentorship. OPT students have access to the Help Desk and messenger services and all other software tools necessary for taking the course as stated above. Both curriculum and support are identical to the online program.

### Class schedule

Students attend lectures and have designated pair-programming hours monitored by instructors every Tuesday evening (6:00 p.m. to 9:00 p.m. PT), 3 hours of supported learning during the week that students may schedule at their convenience, and 8 hours every Saturday (9:00 a.m. to 6:00 p.m. with breaks).

### Total Charges

Tuition: \$17,880.00

Registration Fee: \$100.00

Total Tuition Charges: \$17,980.00

## Program Outline

Hack Reactor Software Engineering Immersive

Hack Reactor Software Engineering Online Immersive

Hack Reactor Software Engineering Online Immersive – Part Time

Course Title	Lecture	Lab	Total
Orientation and Pre-Course Review	5	12	17
Data Modeling and Classes	6	11	17
Data Structure and Complexity Analysis	3	12.5	15.5
Inheritance Patterns	2	15	17
Algorithms	1.5	15.5	17
Browser apps, jQuery, and AJAX	1.5	14	15.5
ES6, APIs, React, and React – Redux	4	30	34
Servers and Node	1	14.5	15.5
Server-side Techniques	1.5	15.5	17
Databases	2	15	17
Authentication and Full Stack Development	1.5	14	15.5
Mini-Apps	0	34	34
Full-Stack Overview	0	15.5	15.5
Technical Assessment	0	8.5	8.5
Front End Capstone (FEC) Phase	5	77.5	82.5
Professional Resume Sprint & FEC Presentation	0.75	7.25	8
System Design Capstone (SDC) Project	7	124	131
MVP Project	0.5	23.5	24
Mini-Apps Part 2	1	31	32
Hiring Sprint	2.5	40	42.5
<b>Total</b>	<b>45.75</b>	<b>530.25</b>	<b>576</b>

## Hack Reactor Extended Software Engineering Immersive

### Hack Reactor Extended Software Engineering Online Immersive

18 Week duration, full time, remote and in-person program.

Total Lecture: 84.75 hours, Total Lab: 692.25 hours

Total Hours: 777 hours

#### **Program Description**

During the first six weeks of the Extended Immersive, students work to develop their understanding of JavaScript fundamentals to ensure that they can hit the ground running in the Immersive Program. The program will begin by covering JavaScript basics covering some newer, more-creative practice projects to reinforce key building blocks. It will then cover some challenging parts of the immersive program in order to give students more time with the material. The first six weeks of the program takes place online (all times are Pacific), then feeds straight into the standard immersive at whichever campus the student selects (Onsite or Remote).

#### **Class Schedule**

Students will attend class Monday – Friday from 9am to 8pm and Saturday from 9am to 5:30pm for 12 weeks. The 12 weeks are split by one week without instruction, called “solo week”, so students can work on personal projects, review lessons, or outline thesis projects with the assistance of mentors before entering the second half of the program. Students take a 1-hour study hall/lunch break from 12:30pm to 1:30pm daily and a dinner break from 5:30pm to 6:30pm and may take breaks as they wish throughout the day or continue working. Every other day, students are given an extended lunch break. During this time, they are encouraged to exercise and overall, regain a healthy work/life balance.

## Program Outline

Hack Reactor Extended Software Engineering Immersive

Hack Reactor Extended Software Engineering Online Immersive

<b>Intro Phase</b>	<b>Lecture</b>	<b>Lab</b>	<b>Total</b>
Problem Solving and Building Blocks	8.5	17	25.5
Koans	1.5	4.5	6
Underbar	12.5	39.5	52
Test Builder	2.75	11.25	14
Twiddler	3.25	15.75	19
Reading Documentation	2	11	13
Recursion	6	27	33
Project Phase	2.5	36	38.5
<b>Junior Phase</b>	<b>Lecture</b>	<b>Lab</b>	<b>Total</b>
Orientation and Pre-Course Review	5	12	17
Data Modeling and Classes	6	11	17
Data Structure and Complexity Analysis	3	12.5	15.5
<b>Senior Phase</b>	<b>Lecture</b>	<b>Lab</b>	<b>Total</b>
Inheritance Patterns	2	15	17
Algorithms	1.5	15.5	17
Browser apps, jQuery, and AJAX	1.5	14	15.5
ES6, APIs, React, and React – Redux	4	30	34
Servers and Node	1	14.5	15.5
Server-side Techniques	1.5	15.5	17
Databases	2	15	17
Authentication and Full Stack Development	1.5	14	15.5
Mini-Apps	0	34	34
Full-Stack Overview	0	15.5	15.5
Technical Assessment	0	8.5	8.5
Front End Capstone (FEC) Phase	5	77.5	82.5
Professional resume Sprint & FEC Presentation	0.75	7.25	8
System Design Capstone (SDC) Project	7	124	131
MVP Project	0.5	23.5	24
Mini-Apps Part 2	1	31	32
Hiring Sprint	2.5	40	42.5
<b>Total</b>	<b>84.75</b>	<b>692.25</b>	<b>777</b>

## Hours

At all physical campuses, students will attend class Monday – Friday from 9am to 8pm and Saturday from 9am to 5:30pm for 12 weeks. The 12 weeks are split by one week without instruction, called “solo week”, so students can work on personal projects, review lessons, or outline thesis projects with the assistance of mentors before entering the second half of the program. Students take a 1-hour study hall/lunch break from 12:30pm to 1:30pm daily and a dinner break from 5:30pm to 6:30pm and may take breaks as they wish throughout the day or continue working. Every other day, students are given an extended lunch break. During this time, they are encouraged to exercise and overall, regain a healthy work/life balance.

## ADMISSIONS REQUIREMENTS & ENROLLMENT PROCEDURES

Each of Galvanize’s immersive programs requires an application, and all candidates are interviewed before an enrollment decision is made. Galvanize does not discriminate based on race, sex, religion, ethnic origin, or disability. Galvanize strongly encourages students from backgrounds underrepresented in the technology industry to apply.

Galvanize collects evidence of a high school or equivalent degree or higher before enrollment in a Galvanize program. Galvanize does not accept ability to benefit students.

### Language of Instruction

Galvanize does not offer English as a Second Language instruction.

Our programs of study, textbooks, materials and all means of communication are delivered in English. All applicants are interviewed prior to acceptance, if there is a question regarding English language proficiency, the applicant will need to work with campus personnel to provide acceptable documentation. Acceptable documentation may include:

- TOEFL iBT – a minimum score of “intermediate” for each section
- United States Foreign Service Language Rating System – minimum rating of 3
- Applicant’s entrance interview

### International Students/Visa Requirements

While Galvanize accepts international students, Galvanize does not assist with visa requirements, including but not limited to: visa reporting requirements (SEVIS) or any charges associated with applying for or retaining a visa.

### Galvanize Data Science Immersive

To be considered for this program, students must be at least 18 years old and have at least 3 years college experience in a quantitative discipline (preferred,) some programming experience, and excellent communication skills. Programming experience can be either academic or with self-teaching. They also must be comfortable with college-level statistics and mathematics.

The application process includes:

- 1) Online application form
- 2) Python Assessment
- 3) Data Science Placement Analysis

### Galvanize Web Development Immersive

To be considered for this program, students must be at least 18 years old and have a high school (or equivalent) degree. Admissions are based on proven motivation, based on an interview and completion of optional tutorials. We look for candidates with a demonstrated interest in technology fields and an understanding of general tools and practices used in the industry.

### Hack Reactor Software Engineering Immersive (All)

To be considered for this program, students must be at least 18 years old and have a H.S. diploma or equivalent. You must be able to demonstrate your understanding of the fundamentals of JavaScript, including a deep understanding of high-order functions. Written and spoken proficiency in English, and excellent communication skills.

The application process includes:

- 1) Online application form
- 2) Complete the Admissions Challenge
- 3) Technical JavaScript interview
- 4) Completion of online Pre-course materials

## ACADEMIC ACCOMODATIONS

Students who seek accommodations related to a disability should contact their campus General Manager or Program Director. Galvanize aims to provide reasonable accommodations to individuals who wish to participate in our educational programs.

## PAYMENT INFORMATION

**Payment is not required until an applicant has successfully completed the full enrollments process and received acceptance into a Galvanize Immersive program.**

An accepted student shall receive his/her Enrollment Agreement from an agent of Galvanize. After reviewing the Enrollment Agreement and agreeing to the terms, an accepted student shall sign the agreement, and the Agent shall countersign.



## Payment Terms

Total tuition for a the Galvanize Data Science Immersive is \$17,980.

Total tuition for the Hack Reactor Software Engineering Immersive is \$17,980.

Total tuition for the Galvanize Web Development Immersive is \$21,000.

In order to enroll in any Galvanize program an accepted student must pay an upfront deposit of \$2000, which includes a non-refundable registration fee of \$100.

The \$2000 deposit is due at the time of signing the student enrollment agreement. The balance of tuition is due by close of business on the cohort start date, which is the first day of classes.

The deposit is required to secure seat in the program. Seats are available on a first come first serve basis based on payment of deposit.

## Loans

If the student obtains a loan to pay for an education program, the student will have the responsibility to repay the full amount of the loan plus interest. Galvanize is not eligible to participate in federal student financial assistance programs.

## Tuition Assistance

Galvanize is committed to helping individuals with the aptitude, drive and determination to pursue careers in technology. We provide numerous opportunities for financial support including lending partners, sponsorships, scholarships and veteran education benefits.

## VETERANS TRAINING

Selected programs of studies at Galvanize - TX are approved by the state approving agency - the Texas Veterans Commission for enrollment of those eligible to receive benefits under Title 38 and Title 10, USC.

Galvanize does not and will not provide any commission, bonus, or other incentive payment based directly or indirectly on success in securing enrollment or financial aid to any persons or entities engaged in any student recruiting or admissions activities or in making decisions regarding the award of student financial assistance.

Active Duty/Reservist whom are called to duty, may be considered for a leave of absence if he/she is required to leave the immediate area. If the period of time needed exceeds that which is allowed in the leave of absence policy, and the future professional must withdraw due to their service agreement, the re-enrolment fee shall be waived providing the future professional returns within 30 days following the end of his/her service agreement.

In compliance with VA's 85/15 Rule, Galvanize will limit student enrollment to 85% veteran enrollment per cohort. In the event that a veteran wishes to enroll in a class that has already reached the 85% cap, he or she may do that but will not be eligible for VA funding. Chapter 35 and 31 students may still enroll even if the 85% has been realized.

## POSTPONEMENT CLAUSE

The School may decide to postpone a program start date. Postponement of a starting date requires a written agreement signed by the student and the School. The agreement will set forth the deadline for the new start date, beyond which the start date will not be postponed.

If the course is not commenced, or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition and fees in accordance with the School's refund policy and all applicable laws and rules.

## TRANSFER OF CREDIT

Transfer of credits for prior training will be evaluated on an individual case basis and students will be required to submit official transcripts for evaluation. Credit for Prior Training is at the discretion of the enrolling school's administration.

Credits earned at Galvanize may or may not be transferable to other institutions depending upon the policies of the receiving institution. Students wishing to transfer credits outside of Galvanize, should contact the receiving institution to determine which courses and how many credits may be transferable. If the certificate earned at this institution is not accepted at the institution to which the student seeks to transfer, the student may be required to repeat some or all coursework at that institution.

## FACULTY

The faculty at Galvanize is selected for their experience in the industries for which the programs aim to prepare students. They are also selected for their teaching ability, as demonstrated by an example lecture presented to current instructional staff.

Name	Program	Education
Justin Baize	WDI/SEI	B.A. Philosophy   The University of Texas-Pan American Certificate - Full Stack   Hack Reactor
Zubair Desai	WDI/SEI	B.S. XXXX   California State University-Stanislaus
Joseph Gartner III	DSI	Ph.D Physics   University of Florida
Daniel Rupp	DSI	B.S Computer Programming   Lake Forest College Certificate Data Science   Galvanize, Inc.

## CANCELLATION, TERMINATION, AND WITHDRAWAL

### Student's Right to Cancel

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

Cancellation shall occur when a completed Notice of Cancellation - Off-Campus Enrollment form is returned via email to [bursar@galvanize.com](mailto:bursar@galvanize.com), showing that the student no longer wishes to be bound by this Agreement.

### School's Right to Terminate

Galvanize reserves the right to terminate a student for unsatisfactory progress, failure to comply with the Galvanize Code of Conduct, nonpayment of tuition, or any other breach of the student's agreements with Galvanize. In such a case, the student's official termination date is the date on which the student violates the policy or agreement, which provides the basis for termination.

### Refunds Due to Termination or Withdrawal (General)

Refund to which a student is entitled upon termination or withdrawal	
Within the first 10% of the program	90% less cancellation charge
After 10% but within the first 25% of the program	75% less cancellation charge
After 25% but within the first 50% of the program	50% less cancellation charge
After 50% but within the first 75% of the program	25% less cancellation charge
<b>After 75% of the program</b>	<b>No refund</b>

1. Refund computations will be based on scheduled course time of class attendance through the last date of attendance. Leaves of absence, suspensions and school holidays will not be counted as part of the scheduled class attendance.
2. The effective date of termination for refund purposes will be the earliest of the following:
  - a. The last day of attendance, if the student is terminated by the school;
  - b. The date of receipt of written notice from the student; or
  - c. Ten school days following the last date of attendance.
3. If tuition and fees are collected in advance of entrance, and if after expiration of the 7-day cancellation privilege the student does not enter school, not more than \$100 in any administrative fees charged shall be retained by the school for the entire residence program or synchronous distance education course.

4. If a student enters a residence or synchronous distance education program and was or is otherwise terminated after the cancellation period, the school or college may retain not more than \$100 in any administrative fees charged for the entire program.
5. The minimum refund of the remaining tuition and fees will be the pro rata portion of tuition, fees, and other charges that the number of hours remaining in the portion of the course or program for which the student has been charged after the effective date of termination bears to the total number of hours in the portion of the course or program for which the student has been charged, except that a student may not collect a refund if the student has completed 75 percent or more of the total number of hours in the portion of the program for which the student has been charged on the effective date of termination (More simply, the refund is based on the precise number of course time hours the student has paid for, but not yet used, at the point of termination, up to the 75% completion mark, after which no refund is due.)
6. Refunds for items of extra expense to the student, such as books, tools, or other supplies are to be handled separately from refund of tuition and other academic fees. The student will not be required to purchase instructional supplies, books and tools until such time as these materials are required.
7. Once these materials are purchased, no refund will be made. For full refunds, the school can withhold costs for these types of items from the refund as long as they were necessary for the portion of the program attended and separately stated in the enrollment agreement. Any such items not required for the portion of the program attended must be included in the refund.
8. A student who withdraws for a reason unrelated to the student's academic status after the 75 percent completion mark shall be permitted to complete the course or program with a different cohort during the 12-month period following the date the student withdrew without payment of additional tuition for that portion of the course or program.
9. A full refund of all tuition and fees is due and refundable in each of the following cases:
  - a. An enrollee is not accepted by the school;
  - b. If the course of instruction is discontinued by the school and this prevents the student from completing the course; or
  - c. If the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or representations by the owner or representatives of the school.

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

### **Refund policy for students called to active military service**

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

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

2. A grade of incomplete with the designation “withdrawn-military” for the courses in the program, other than courses for which the student has previously received a grade on the student’s transcript, and the right to re-enroll in the program, or a substantially equivalent program if that program is no longer available, not later than the first anniversary of the date the student is discharged from active military duty without payment of additional tuition, fees, or other charges for the program other than any previously unpaid balance of the original tuition, fees, and charges for books for the program; or
3. The assignment of an appropriate final grade or credit for the courses in the program, but only if the instructor or instructors of the program determine that the student has:
  - a. Satisfactorily completed at least 90 percent of the required coursework for the program; and
  - b. Demonstrated sufficient mastery of the program to receive credit for completing the program
4. The payment of refund will be totally completed such that the refund instrument has been negotiated or credited into the proper account(s), within 60 days after the effective date of termination.

### VA Prorated Refund Policy

For students utilizing veteran’s benefits through the Department of Veteran’s Affairs to pay for tuition, the following additional refund conditions apply.

**Galvanize** agrees that if a veteran student fails to enter the course, withdraws, or is discontinued at any time prior to completion of the course, the unused portion of paid tuition, fees, and other charges will be refunded or the debt for such tuition, fees, and other charges will be canceled on a prorated basis, as follows:

1. **Registration fee:** An established registration fee in an amount not to exceed \$10 need not be subject to proration. Where the established registration fee is more than \$10, the amount in excess of \$10 will be subject to proration.
2. **Breakage fee:** Galvanize does not charge a breakage fee.
3. **Consumable instructional supplies:** Galvanize does not charge a breakage fee.
4. **Books, supplies and equipment:** Galvanize does not charge for books, supplies or equipment
5. **Tuition and other charges:** Where the school either has or adopts an established policy for the refund of the unused portion of tuition, fees, and other charges subject to proration, which is more favorable to the veteran or eligible person than the approximate pro rata basis as provided in this paragraph, such established policy will be applicable.
  - a. Otherwise, the school may charge a sum which does not vary more than 10 percent from the exact pro rata portion of such tuition, fees, and other charges that the length of the completed portion of the course bears to its total length. The exact proration will be determined on the ratio of the number of days of instruction completed by the student to the total number of instructional days in the course.
6. **Prompt refund.** In the event that the veteran, spouse, surviving spouse or child fails to enter the course, or withdraws, or is discontinued there from at any time prior to

completion of the course, the unused portion of the tuition, fees and other charges paid by the individual shall be refunded promptly. Any institution which fails to forward any refund due within 30 days after such a change in status, shall be deemed, prima facie, to have failed to make a prompt refund, as required by this subparagraph.

### Withdrawal Procedures

1. A student who wishes to withdraw from the School on or after the commencement of classes should provide written notice by emailing the lead instructor and [bursar@galvanize.com](mailto:bursar@galvanize.com). In such a case, the official date of a student's withdrawal is the last day of recorded attendance.
2. Upon receiving a written request from a student, Galvanize may grant a leave of absence for acceptable and unavoidable reasons in accordance with the leave of absence policy. If the student fails to return from the leave of absence, the student's official withdrawal date will be the last day of recorded attendance.
3. The School will administratively withdraw a student who misses thirty consecutive, unexcused calendar days without an approved leave of absence. In such a case, the student's official withdrawal date is the last day of recorded attendance.
4. All refunds will be provided to the student within 30 calendar days of termination or withdrawal.

### DEFERMENT POLICY

Admitted students seeking to defer to a later start date before the commencement of class must seek permission from the Admissions Officer at least 3 weeks prior to the course start date. Pre-start date deferment is contingent upon availability in the desired program.

### LEAVE OF ABSENCE

Upon receiving a written request from a student, Galvanize may grant a leave of absence for a maximum of seven consecutive days for acceptable and unavoidable reasons.

A request for a LOA must be made in writing to the Lead Instructor before the beginning of the LOA, unless unforeseen circumstances prevent the student from doing so, and must include the reasons for the LOA. If unforeseen circumstances prevent the student from requesting the LOA in person, the student will be required to provide the required LOA request by email. The faculty team will evaluate the LOA request, and the student will be notified of the outcome of the LOA request by email.

The request will then be evaluated by the Program Director and the student will be notified of the outcome of their request by email. A student who is granted a leave-of-absence will be assessed upon their return and assigned a new completion date.

If the student fails to return after the expiration of the leave of absence, the student will be withdrawn from the program, which includes the appropriate refund policy calculations, and the student's official withdrawal date will be the last date of recorded attendance.

## ATTENDANCE REQUIREMENTS

### Galvanize Immersives (General)

Students are expected to be in class for all regularly scheduled class periods and to report to class on time. Galvanize instructors record attendance every morning 15 minutes after class begins and after lunch.

Absences are considered excused if the student has communicated and approved by the instructor prior to the time of class, or if the absence is a result of an unforeseen emergency (e.g. sickness) and the student has provided adequate documentation of the unforeseen emergency. Excused absences must be accompanied by a plan to complete missed work followed by evidence that the work has been completed. Excused and unexcused absences combined must not exceed **15% of the program**.

Late arrivals, early departures and extended lunch leave without prior consultation with the instructor may be considered unexcused. Late arrival is considered 20 minutes late to any class. **Three partial unexcused absences equal one full day unexcused absence** and will be counted towards the attendance policy noted above.

### Galvanize Data Science Immersive (Specific)

Once a student has received **two unexcused absences** the student will receive a warning from the Program Director and be placed on probation.

After a student has received **three unexcused absences** the student is subject to automatic administrative dismissal at the discretion of the Program Director and Lead Instructor.

### Galvanize Web Development Immersive (Specific)

Once a student has received **three unexcused absences** the student will receive a warning from the Program Director and be placed on probation.

After a student has received **six unexcused absences** the student is subject to automatic administrative dismissal at the discretion of the Program Director and Lead Instructor.

### Hack Reactor Immersive (All)

The Hack Reactor program is immersive, so missing a single day of instruction is highly likely to impede a student's academic success. We understand that absence is sometimes unavoidable, but we request that students let us know ahead of time when possible and have a really compelling reason. An absent student disrupts the cohesion of our classroom container so much that missing more than two days during the course, will trigger a discussion with the student about whether their learning goals can still be achieved. In some cases, excessive absences may lead to removal from the class, in other cases, Academic Intervention may be required to continue.

With that in mind, an absence counts as three (3) points, a tardy is one (1) point and leaving early is one (1) point. Students enrolled in our Hack Reactor Software Engineering Immersive Program, Hack Reactor Software Engineering Online Immersive and Hack Reactor Software

Engineering Online Immersive – Part Time are allowed a maximum of nine (9) attendance points.

Students who are enrolled in our Hack Reactor Extended Software Engineering Immersive Program(s) are allowed a maximum of five (5) points during the first 6-weeks of the program and an additional nine (9) points in weeks seven through eighteen.

## **SATISFACTORY PROGRESS, PROBATION, GRADING SYSTEM**

### **Galvanize Data Science Immersive (General)**

### **Galvanize Web Development Immersive (General)**

#### **1) Technical Competency**

Students must complete class projects and homework and contribute to group projects as assigned. Galvanize does not assign grades, but feedback following formal assessments are distributed electronically to students by instructors. The instructor team will counsel students who do not show adequate progress in class and/or during assessments, and an individualized learning plan will be discussed and created with the student. Completion of academic learning modules is at the discretion of instructors such that the student is deemed capable of satisfying graduation requirements.

#### **2.) Career Services Requirements**

Galvanize Immersive Courses focus both on acquiring technical competencies, building an employment portfolio, and preparing to succeed in interviews for roles relevant to the course content. In order to complete a Galvanize Immersive program, a student must participate in the Career Services Program which could include such activities as; complete an approved resume; complete approved online profile(s) assigned by Career Services Team; complete a mock recruiter phone screen with Career Services Team and technical interview with a designated Instructor.

#### **3.) Graduation Standards**

Failure to satisfy Attendance, Technical, and Career Services requirements and/or deliver an approved Capstone project can result in dismissal from the program and an inability to graduate from the program. Students that are not on track to graduate may be issued a verbal or written warning. Students who do not make progress towards meeting Graduation Requirements after appropriate intervention will be dismissed and will not graduate from the program.

### **Galvanize Data Science Immersive – Grading/Probation**

Data Science Immersive students will have regular weekly written assessments to check for understanding on the material and skills covered that week. A student's technical performance will be assessed and reported by the instructor on a weekly basis. Students must receive 30 points or higher cumulative average of all assessment tests. 0-10 indicates little/no mastery, or little/no attempt to answer. 11-20 indicates a failed attempt. 21-30 indicates some progress but insufficient mastery, 31-50 indicates sufficient mastery with room to learn/grow, and 51-100 indicates above and beyond sufficient mastery.

This grading system allows for clear recognition of a struggling student and abundant



opportunity for a successful student to explore new concepts in Data Science.

Students who receive fewer than 30 points as an average score on assessments will be placed on academic probation and required to show improvement before the following written assessment. An instructor will inform students who are underperforming of their progress. If a student on probation continues to perform below this minimum level after the next written assessment could be administratively withdrawn from the program.

A student who is administratively withdrawn from the program due to unsatisfactory technical competency may reapply to a subsequent program with the approval of the campus academic team. Additional charges may be incurred.

### **Galvanize Web Development Immersive – Grading/Probation**

Web Development Immersive students will receive regular feedback on a weekly basis. This is designed to track student performance against industry aligned standards on specific content areas/topics covered each week in the course. The instructor will score the student's technical performance standards each week on a 0-4 rubric. A score of 0 indicates no data, no attempt to answer. A score of 1 indicates a failed attempt. A score of 2 indicates emerging results (showing progress). A score of 3 indicates mastery. A score of 4 indicates above and beyond mastery, including extracurricular exploration of a topic.

In order to qualify for program completion and graduation, a student should receive an average score of 2.8 on standards for all content areas.

A student who is administratively withdrawn from the program due to unsatisfactory academic progress may reapply to a subsequent program, with the approval of the campus academic team. Additional charges may be incurred.

### **Hack Reactor Programs (All)**

This is a serious course for serious students. We expect students to work hard, act professionally and ask for help as needed. The program curriculum is divided into topical sprints, usually lasting anywhere from 1-3 days each. These sprints incorporate exercises that help cement the concepts reviewed in lectures and assignments. We use assessments at the end of each sprint to monitor progress. If a student cannot pass the assessments, we will do everything we can to give them support, guidance, and further instruction. But, ultimately, assessments will determine whether a student graduates. Instructors will communicate guidelines to individual students during the course of the program explaining what in particular would be expected of them given these and other factors.

### **Technical Skills**

The program features periodic self-assessments that are tested by an automated system and then reviewed and graded by instructional staff. The system identifies students that may be having technical difficulties encouraging them to set up office hours with instructional staff. Additionally, staff will proactively monitor student results and reach out to provide feedback and help students refine their technical strategies.

The Technical Assessment is a full-day coding challenge at the halfway point of the Immersive Program and an additional coding challenge at the end of the first 5 weeks of the Extended Program. Both of these tests the knowledge and skills developed in the first half of the course. It is a significant portion of the gating Summary Evaluation, which means failure to perform sufficiently on the Technical Assessment could result in removal from the course.

### **Soft skills**

Students are regularly graded on a "[no] reason for concern" basis by staff observing students as they collaborate. Students with multiple "reason for concern" notes will be approached with feedback and areas for improvement.

### **Summary Evaluation**

The Summary Evaluation is a midterm evaluation of proficiency in the course, largely centered around the question "Would Galvanize hire this person onto one of our teams?" The Summary Evaluation takes into consideration technical proficiency, ability to successfully collaborate with pairs and groups, as well as student engagement with classroom requirements and expectations.

The Summary Assessment gates participation in the second half of the course.

### **Assessment Frequency and Evaluation**

Assessments are typically performed at the end of each 1-3-day sprint. Students' technical proficiency and soft skills are evaluated constantly, and instructional staff meet weekly to review individual student progress. Progress reporting typically occurs at the end of a sprint by way of self-assessments and directed feedback from staff.

Students receive a detailed testing analysis of their code from Spectator, our self-assessment tool as well as individualized feedback from instruction staff throughout the program. Students receive a copy of their marks via email, with a red (X) indicating incorrect answers. Students are encouraged to schedule check-ins with technical staff as needed. Scoring a 2 or above on a 0-3 scale for all self-assessments demonstrates satisfactory technical progress.

Galvanize instructional staff conduct student evaluations, considering the student's project completion, assessment performance, emotional health, and daily attendance in real time. A student who is struggling with the technical aspects of the Program may be offered remedial instructional exercises at any point of the program.

If the student is unable to demonstrate an ability to achieve satisfactory progress thereafter, their enrollment may be dismissed. This is largely determined by an independent evaluation of the student's technical and soft skill capabilities. Dismissed students are provided a refund per our refund policy and may reapply to the program. They may be re-admitted as a new student if they are able to demonstrate a clear understanding of the foundational concepts required for admission.

### **Academic Intervention and Dismissal Policy**

Hack Reactor is a fast-paced, rigorous and intensive program offered over a condensed period of time. If a student is unable or unwilling to meet expectations or achieve satisfactory progress

during any portion of the program, Galvanize will conduct an evaluation of the student's assessments and soft skills and determine whether academic intervention is warranted. Intervention may include remedial coursework, increased frequency of staff counseling or an opportunity to defer to restart the program in an upcoming cohort.

Academic Intervention is discretionary and may not be available in every scenario. Under circumstances where Galvanize determines that Academic Intervention would not successfully address the student's academic deficiencies, the student may be dismissed from the Program and offered a refund as required by law. In addition, a student may be dismissed for academic dishonesty or any violation of Galvanize's behavior, attendance or sexual harassment and misconduct policies.

### **Hack Reactor Program Expectations (All)**

This is going to be an amazing ride, but we need to set up some Expectations before we start in order to make sure everyone is able to work in a safe, productive environment.

1. Be on time - We need to start promptly. This means being ready to start on time, not just being present in the classroom container.
2. Be present - Because of our condensed schedule, missing a day is going to put you far behind. We understand that in some rare circumstances someone might need to miss a day, but we request that you let us know ahead of time when possible and have a really compelling reason. An absent member disrupts the cohesion of our classroom container so much that if a student misses more than 2 days during the course, we will discuss with the student whether learning goals can still be achieved. In some cases, absence may lead to withdrawal from the program.
3. Be good students - This is a serious course for serious students. We need you to work hard and ask for help when you need it. We use assessments to monitor progress and, if you cannot pass the assessments, we will do everything we can to give you more support and instruction. But, ultimately, your assessments will determine whether you progress to graduation or not. If you cannot pass the assessments, you may be withdrawn from the program.
4. Be respectful - We are going to be around each other for many very intense weeks. It is therefore really important that we go out of our way to make each other comfortable. Belittling, aggressive, sexist, racist, or discriminatory language has no place in our learning environment.
5. Have a good attitude - At times, you may feel ahead of other students. At other times you may feel behind other students. However, we request that you keep a positive, engaged, and motivated attitude. The instructors are available to discuss any situation in which someone feels that their own or someone else's attitude is affecting their own or someone else's learning. We will do our best to help.
6. No drinking - You can't drink here, and you can't party here.
7. Guest policy (onsite immersive only) - We understand that you may want to bring friends or mentors to the space. We ask that you let us know ahead of time and check if it fits with the class schedule. Please do not invite 'drop in' guests.
8. Be open and willing - Hack Reactor is not like most educational experiences and we're going to ask that you bring an open mind and a good attitude to everything we do

9. together. If you're not sure why we're doing things in a certain way, please let us know, but be prepared to be on board with a plan that you don't fully understand. Trust us.
10. Take care of yourself - We don't want you to burn out. Raise red flags with staff early if you feel like you are struggling or overwhelmed. Take care of your body, be healthy.
11. Take care of space (onsite immersive only) - All of us need to be respectful of the space and make sure that we are keeping it clean and enjoyable to be in.
12. Follow the Code of Conduct

We look forward to a really productive and educational course! If you feel that you cannot agree to any of the above, let us know and let's talk about it. Should a student violate any of the Expectations, that student may need to be removed from the class. If there is anything else that is not in this document that you think is important to your learning environment, please come and talk to us. Your learning is our highest priority.

## STUDENT RECORDS

Galvanize maintains student financial and academic records in digital format while students are enrolled in school. Upon completion of training, student records are merged and maintained in a digital format for no fewer than the minimum number of years required by law. Student records are stored within Salesforce.com with the highest available levels of security. Only faculty and staff members who use this information in the course of their regular duties are given access to student records.

Graduates of the Immersive programs will receive a certificate of completion. Graduates may request a copy of their certificate of completion by contacting the School Administrator at [registrar@galvanize.com](mailto:registrar@galvanize.com).

## STUDENT SERVICES

Galvanize offers industry connection services to students during their time of enrollment.

**Guest Speakers:** Industry leaders are invited to the program to discuss their careers and trending topics in the field.

**Events:** Several social and networking events are held each session for students to interact with industry professionals, potential mentors and hiring partners, and members of the Galvanize community.

**Community:** Students are given access to all benefits and amenities given to members of the Galvanize Campus, including but not limited to discounts to industry events, talks and speaker series held on campus, and member-only events to facilitate industry connections.

## Career Services & Employment Opportunities

Led by the Career Services representatives for each region, Galvanize provides job search skills programming, develops and manages relationships with external hiring partners, and hosts opportunities for students to actively engage and interview with those hiring partners.

While assisting in the job search, Galvanize make no guarantee, expressed or implied, of future employment. While Galvanize does not guarantee any job, credential, salary, or bonus for any graduate of our programs, we note that our gainfully employed graduates tend to fall under the U.S. Department of Labor Standard Occupational Classification (SOC) 15-1250 Software Developers, Programmers, and Testers and/or 15-2050 Data Scientists. Current law prohibits any school from guaranteeing job placement as an inducement to enroll students. Students who are not authorized to work in the United States will receive placement assistance limited to interview preparation and resume review. Please contact the admissions team for more details at [info@galvanize.com](mailto:info@galvanize.com)

## Housing

Galvanize does not maintain dormitory facilities and does not offer assistance in finding housing. Upon request, however, Galvanize staff can provide a list of resources that alumni have used to find housing.

## CODE OF CONDUCT

Students are expected to act maturely and demonstrate respect for others, for themselves, and to the larger Galvanize community.

1. In order to foster a challenging and safe academic environment, students must:
2. Maintain professional relationships with fellow classmates, colleagues, instructors, community members, etc.
3. Show respect to others, themselves, and to the larger Galvanize community.
4. Be able to process constructive criticism and understand that this feedback is key to their overall learning experience.
5. Understand the impact of their behavior both upon the program and the entire Galvanize community.
6. Be courteous and responsive in dealing with others.
7. Freely accept the responsibility for and consequences of their conduct.
8. Communicate professionally if there are issues regarding conduct of themselves or others.

In addition, the following are not permitted and are subject to disciplinary sanctions:

1. Uncooperative or disrespectful behavior to your fellow classmates, colleagues, instructors, community members, and visitors to the Galvanize campus.
2. Disruptive activity that causes the obstruction of the teaching, learning, or administration of Galvanize programs.
3. Violation of any term of the Galvanize Facilities and Portal Use Agreement, including damage to, or destruction of, Galvanize property.
4. Acts of falsity including, but not limited to, cheating, plagiarism, forgery, or other forms of academic dishonesty.
5. Theft of any kind, including seizing, receiving, or concealing property with knowledge that it has been stolen.
6. Using marijuana, tobacco, smoking on campus.
7. Possession of weapons, firearms, or illegal drugs at any time on school property.

8. Any other violation of published Galvanize policies, rules, regulations, or agreements, including the Galvanize Policy Against Harassment.

Any student may be temporarily suspended or permanently dismissed for violations of the Galvanize Code of Conduct, or program expectations.

### **Policy Against Harassment**

Galvanize welcomes qualified students and employees of any race, color, national or ethnic origin, sex, age, disability, religion, sexual orientation and gender identity to all the rights, privileges, programs and activities generally available through Galvanize. Consistent with its obligations under the law, Galvanize prohibits unlawful discrimination on the bases of race, color, national or ethnic origin, sex, age, disability, religion, sexual orientation, gender identity or expression, or any other characteristic protected by applicable law in the administration of the programs and activities.

Galvanize also prohibits unlawful harassment including sexual harassment and sexual violence.

Harassment includes offensive verbal comments related to gender, sexual orientation, disability, physical appearance, body size, race, religion, sexual images in public spaces, deliberate intimidation, stalking, following, harassing photography or recording, sustained disruption of talks or other events, inappropriate physical contact, and unwelcome sexual attention. Sexual and disruptive language and imagery is not appropriate for any campus, including Galvanize and member areas and cafes.

Students asked to stop any harassing behavior are expected to comply immediately. We expect students to follow these rules at all campuses and class-related social events. Our members, staff, and guests are also subject to this policy against harassment.

If you are being harassed, notice that someone else is being harassed, or have any other concerns, please contact Galvanize faculty or staff immediately. Galvanize faculty and staff will help students contact security or local law enforcement, provide escorts, or otherwise assist those experiencing harassment to feel safe.

### **Discipline**

In general, the first violation of the Code of Conduct, Program Expectations or the Policy against Harassment will result in a written warning, but conduct deemed to be sufficiently disruptive or severe, such as harassment of another student, staff member, or community member, may result in immediate suspension or dismissal.

School officials, in collaboration with instructors, will review each case and make a determination regarding the student's actions and status. If the student does not improve his or her conduct after receiving a warning, the student will be permanently dismissed.

## GRIEVANCES

### Stage 1: Informal Resolution

Basic steps in the informal process include:

- Begin by discussing the matter with the instructional staff, faculty, or person responsible for the class in which the issue originated.
- If the issue is not resolved, the next contact will be the Program Director to investigate the issue and allegations.
- If you do not know where to begin an informal resolution, the Program Director can help you identify the appropriate office or individual.

### Stage 2: Formal Complaint

If unresolved after following the appropriate informal complaint procedures, the student may choose to have the complaint "officially documented." The student completes the Student Complaint Form located at: <https://galvanize.secure.force.com/apex/studentcomplaint>

1. The complaint must contain the following information:
  - a. Complainant's name, cohort name, mailing address, email address and telephone number.
  - b. A detailed description of the specific actions that constituted the complaint and the names and titles of those presumed to be responsible or at fault. It is necessary to demonstrate that one has already attempted to resolve the concern through the informal procedures.
  - c. The date(s) of the alleged improper activities or the condition developed.
  - d. A list of witnesses, if any, including their contact information and the facts known by each. Documentation that supports the complaint if any exists.
  - e. Dated complaint form completed.
  - f. All communications between the student and Galvanize regarding the formal complaint will be directed to the student's email account provided in the complaint form.

### Stage 3: Formal Complaint Resolution Process

Upon submission, the Campus General Manager or his/her designee will investigate the complaint. The Galvanize staff member will acknowledge receipt of the complaint to the complainant within 2 working days. Complaints will be investigated and resolved within 14 business days of receipt. The Campus General Manager will advise the complainant if that timeline will not be met due to extenuating circumstances. If the student is not satisfied with the resolution made by the Campus General Manager, the student may appeal to the Legal & Regulatory Department by emailing: [regulatory@galvanize.com](mailto:regulatory@galvanize.com)

## Stage 4: Appeal

Appeals to the Legal & Regulatory Department must be received within 5 working days following communication to the Complainant of the resolution. The Legal & Regulatory Department may request additional information from the complainant and any involved Galvanize staff. Complaints will be investigated and resolved within 14 business days of receipt. The Legal & Regulatory Department will advise the complainant if that timeline will not be met due to extenuating circumstances. The Legal & Regulatory Department will issue a written determination of the appeal that shall be provided to the complainant and the impacted faculty or other individual. The Legal & Regulatory Department's determination shall be final.

Nothing in this process prevents a student from contacting the Texas Workforce Commission at any time.

Complaints which cannot be resolved by direct negotiation between the student and the school shall be directed to the Texas Workforce Commission.

Texas Workforce Commission Career Schools and Colleges  
101 East 15<sup>th</sup> Street, Room 226T  
Austin Texas 78778  
Phone: 512-936-3100  
[texasworkforce.org/careerschools](https://texasworkforce.org/careerschools)

## FACILITIES

Galvanize has nine campuses located throughout the United States

Arizona – 515 E Grant Street Phoenix AZ 85004

California – 44 Tehama Street San Francisco CA 940105

California - 6060 Center Drive #950 Los Angeles CA 90045

Colorado – Administrative office 1062 Delaware Street, Denver, Colorado

Colorado – 1023 Walnut Street Boulder CO 80302

Colorado – 1644 Platte Street Denver CO 80202

New York – 303 Spring Street, Floor 2 New York NY 10013

Texas – 119 Nueces Street Austin TX 78701

Washington – 111 South Jackson Street Seattle WA 98104

The Galvanize Administrative Office is located at 1062 Delaware Street, Denver, Colorado, 80204. The front desk can be reached at (303) 823-4170.

Students have access to the Galvanize workspace, conference rooms, and events during their program, and are offered a free membership to Galvanize for six months following their program as well.



The normal hours of operation for the Galvanize – Texas location are:

- Monday through Friday from 9am to 8pm.
- Saturday from 9am to 5:30pm.

## EQUIPMENT REQUIREMENTS

### Galvanize Data Science and Web Development Immersive

Galvanize requires all Data Science and Web Development Immersive students to provide themselves with a Mac or Ubuntu Linux machine with 4Gs of RAM and recommends a computer from the last 3 years. Galvanize can support students using OSX/ Ubuntu Linux machines. Galvanize is unable to provide technical support to students using a Windows machine.

Galvanize provides equipment, including full paired workstations with Mac mini computers, monitors, keyboards, and mice for the Data Science Immersive students.

Galvanize also maintains a professional GitHub account with electronic instructional materials, where students complete all assignments.

### Hack Reactor Software Engineering Immersive (All)

Hack Reactor Extended, Hack Reactor and Remote Part-Time (RPT) use a custom software called Learn2, which is maintained by Technical Mentors and Core's Infrastructure Team. If students have issues, they inform Galvanize staff and the team will get to solving those problems. Being managed by our internal team not only lets us handle any issues with a speedy turnaround time, but it lets us improve the framework constantly so we're always working with a better version of the software, and student-tested improvements.

Other software includes Slack, Zoom, GitHub, Google Hangouts, Floobits, Appear.in, AwwApp, and Repl.it each supported by their respective companies. These programs are not only well kept with glitches far and few between, but they are all provided at no cost to the student.

Slack and email are the best means of communication to HR staff should there be any issues with Learn2, or third-party software. Students primarily submit their work and assessments through GitHub, though some assignments are submitted via Google Drive. Both technologies allow staff to review and provide instant feedback on student work.

Students are required provide their own computers for the program. Student computers should support a Unix-based platform (like macOS or Linux). If you choose to use Windows your computer must either; be able to run Ubuntu, and meet the following technical specifications 6GB of RAM, 20GB of drive space free, 2-core 4-thread processor, and 2GHz processor speed OR run your computer must be able to run a dual-boot system for Ubuntu. Please note that these are the basic technical specifications, as these are comparable to the equipment currently used in the engineering field.

In order to ensure student success in the Hack Reactor Program, students must have adequate and reliable access to the internet for the duration of the program. Student must ensure that they are

meeting the technical requirements of their Hack Reactor Program. If a technical issue affects your learning ability in the program, staff will discuss alternatives with you. Additionally, students must actively participate in the program by keeping their webcam on during class time, except in extenuating circumstances (such as inclement weather or power outages).

### **Meaningful communication**

Slack allows staff to connect with the students via instant messaging on a real-time basis. This means that there is no lag in messages sent and received, and no waiting period due to technology. Students are expected to be monitoring their Slack messages during curriculum hours for communications from students and staff. More personal touches, whether one-on-ones, small group sessions, or live Q&As with the entire class, are done face-to-face via Zoom, Zoom, or Google Hangouts video chat, where the faculty and students have an opportunity to let their personalities shine. Video chats require full participation and engagement in the session at hand. This holds students accountable for their own learning and allows staff to measure any weak points in understanding. We also have a Help Desk feature built into Learn2 that allows students to quickly receive one-on-one support from staff if they need help or have questions about an assignment or concept via video chat.

### **Time and feedback**

Galvanize has ample network bandwidth to handle all students video feeds, and communication between students and staff. Each student typically spends the class time in their own home, where the small amount of bandwidth used is small and not a problem. The mix of networking and programs used in the classroom make it that there is no lag between student submission and faculty feedback.

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## COURSE DESCRIPTIONS

### Algorithms

Learn a process for writing solutions to computational problems. A tool for visualizing chess board positions will support student exploration of the classic 'N-Queens' algorithms problem.

### Authentication and Full Stack Development

Shortly is a URL shortener service similar to Bitly - but is only partially finished. The goal is to build out an authentication system and other features that will enable users to have their own private set of shortened URLs.

### Browser apps, jQuery, and AJAX

In this sprint you'll learn about HTTP, RPCs, REST, and the other mechanisms of how internet traffic is transmitted. Using jQuery, you'll practice getting data from a server without needing a page refresh by building an application that interfaces with the Parse API as its back-end.

### Data Modeling and Classes

By implementing basic data structures like stacks and queues, students learn some of the fundamentals of software engineering, including abstraction and data modeling, as well as how those tools are used in a complex application. We'll also dive into standard code sharing patterns, including object-oriented classes and mixins.

Note that this module is comprised of 2 sprints, so students will be working with the same pair for 4 days on this one. Unlike most sprints, students gain the most from working with someone that is as close as possible to their own current skill level and comfort with basic computer science fundamentals and data-structures.

### Data Structures and Complexity Analysis

Implement and test Queues, Stacks, Linked Lists, Trees, Graphs, Sets, Hash Tables, and Binary Search Trees. Learn Test Driven Development, Function Binding, jQuery, HTML and CSS in the context of data structures and the DOM.

### Databases

Store data persistently using the languages provided by database packages, including both traditional relational model and more recent non-relational technologies. Students will also learn to build their own ORM, a technique for shortening the gap between in-memory programs and the Database interface.

### DSI 101 – Software Engineering & Exploratory Data Analysis

Software Engineering & Exploratory Data Analysis introduces students to development workflow, pair programming, and data science tools including python, sql, pandas, matplotlib.

### **DSI 102 – Statistics and Probability**

Statistics and Probability helps student review probability, and introduces them to Bootstrapping, Central Limit Theorem, hypothesis testing and Bayesian Statistics.

### **DSI 103 – Regression**

Regression involves review of linear algebra and introduces cross validation, shrinkage methods, and classification.

### **DSI 104 – Supervised Learning**

Supervised Learning offers students the opportunity to review and strengthen skills from DSI 101, DSI 102, and DSI 103, and build upon them by introducing the most popular and widely used Data Science techniques: Decision Trees, k-th Nearest Neighbor, Bagging, Random Forests, Support vector Machines, and Boosting. The week culminates in an open-ended case study.

### **DSI 105 – Natural Language Processing**

Natural Language Processing introduces students to web-scraping with MongoDB and clustering, Text Classification with NLTK, scikit-learn, and TF-IDF.

### **DSI 106 – Unsupervised Learning**

Unsupervised Learning introduces students to the most popular and widely used unsupervised techniques in Data Science: k-means clustering, hierarchical clustering, principal components analysis (PCA), non-negative matrix factorization (NMF), and basic recommender techniques such as collaborative filtering.

### **DSI 107 – Data Engineering**

Data Engineering will introduce students to working with Big Data and concepts efficient computing. These include: Amazon Web Services (AWS), MapReduce, Spark, and parallel processing.

### **DSI 108 – Case Studies**

Subject Description: Case Studies will introduce special studies in data visualization, building of web applications, and culminate the entire portion of structured curriculum in an end-to-end case study on fraud detection.

### **DSI 109- Capstone Projects**

In Capstone Projects/Interview prep, students focus on building their cumulative projects, practice presenting their projects, participate in Hiring day, prepare for interviews, and practice. Instructors approve project proposals prior to student construction, to ensure that the project displays a cumulation of skills acquired in the program and that the project is appropriate for the job market.

## **DSI 110- Interview Preparation**

In Interview prep week, students focus reviewing all the aforementioned curriculum, prepare for interviews, and do practice interviews.

## **ES6, APIs, React, and React - Redux**

Students dive into the largest codebase yet, building a video player using the popular React library and features in the latest version JavaScript, ES6. They will learn how to think about web apps as components and gain more exposure sending AJAX requests to REST APIs by populating their application with real data from YouTube. From there, students will learn about Redux and the principles of flux architecture, gain exposure to front-end code bundling using Webpack, and get some experience using thunks to dispatch asynchronous actions.

## **Front End Capstone (FEC) Phase**

This project simulates a real-life application development scenario where multiple teams work together to build a client-side application using a service-oriented architecture approach with popular web development technologies. During the project, students get exposed to customary Project Management techniques, Code Reviews and Unit Testing. Additionally, students gain exposure with Front-End Optimization techniques.

## **Full-Stack Overview**

In this sprint, you will be working solo to build a Full-Stack app. The app will be built nearly from scratch. You'll be building the client, server and the database persistence layer using MongoDB. You will also get to deploy your app to Heroku for the entire world to see.

## **Hiring Sprint**

During this time students will learn how to effectively search and apply for a job. They will learn how to go through the interview process from phone screen to salary negotiation. During the final week at Hack Reactor, as always, it's essential that students are onsite at 9am each morning. We have critical lectures and activities scheduled each day tuned to provide students the best possible experience. It's critical that students do everything within their power to plan interviews and phone screens only during the portions of the day marked *Activity - Apply For Jobs, Attend Interviews, Research Companies* on the senior calendar. If students are unable to do this, or if they absolutely must be absent during a lecture, email [attendance@galvanize.com](mailto:attendance@galvanize.com).

## **Inheritance Patterns**

In this sprint you'll learn about class inheritance, and how to implement subclassing for the commonly used instantiation patterns you've learned.

## **Koans**

These exercises start with failing tests, and students use the various error messages to hunt down the errors in the code. We challenge students to debug the code provided in this segment to provide more insight on the JavaScript language, and functional programming ideas.

## **Mini-Apps**

In this 4-day sprint, you will build four "mini apps" completely from scratch. Building small apps from scratch is something that you will be asked to do in every technical interview during your job search. Mastering these concepts is essential to landing a job.

## **Mini-Apps Part 2**

In this 4-day sprint, students will build four "mini apps" completely from scratch. Building small apps from scratch is something that you will be asked to do in every technical interview during your job search. Mastering these concepts is essential to landing a job. In part 1 the focus was on functional completeness, and in part 2, the focus is on code clarity.

## **MVP Project**

To build on the learning of core engineering concepts, students will build a creative project that aligns with their personal interests. Students have 3 days to produce something compelling using the skills they've honed over the past 10 weeks.

## **Orientation and Pre-Course Review**

Learn the structure and rules at Hack Reactor and review the Pre-Course curriculum at lightning speed. students will refresh their understanding of scopes, closures, and the keyword this module.

## **Problem Solving and Building Blocks**

This unit provides a high volume of exercises designed to drill the basics of the JavaScript language and introduce problem solving frameworks for software engineering. Students become familiar with the basic data types of JavaScript, including objects, arrays, strings, numbers and booleans; some fundamental programming patterns are also drilled, including querying simple data sets and handling edge cases. Additionally, students will be introduced to debugging and version control best practices.

## **Professional Resume Sprint & REC Presentation**

Students will learn how to write a professional resume and learn how to best present student skills and projects.

## **Project Phase**

During the project phase, we will challenge students to create applications utilizing the skills they have developed over the past 5 weeks. During this phase, students will have the opportunity to create two basic web applications and projects to showcase their problem-solving skills, planning, and execution of code. For their capstone assignment, students will select a project to complete and work autonomously on focused on practicing the JavaScript fundamentals covered in a real-world context.

## **Reading Documentation**

We will challenge students to work with a new library they have not used before. Utilizing the documentation, students will use their critical thinking skills as well as deductive reasoning to create charts. Additionally, students will learn about important concepts like inheritance and classes, as well as different patterns for instantiating objects.

## **Recursion**

Recursion is a powerful concept in mathematics and computer science which makes it effortless to define and think about extremely useful data structures, such as trees and lists, as well as the algorithms which work with such data structures. Recursive algorithms can be used to find paths between two points, to traverse nested directories or the DOM, or to replace iteration in general. By the end of this unit, students will demonstrate their knowledge of recursion by implementing an elegant program for traversing a nested JSON data structure of arbitrary size and complexity.

## **Server-Side Techniques**

In this sprint, students will be creating multiple Node services, and will rely on command-line server processes like Cron to build an application.

## **Servers and Node**

Build a custom backend in Node to replace the Parse API in a chat client application. Students will learn about CommonJS, routing, and how to debug server-side code.

## **System Design Capstone (SDC) Project**

This project is a continuation of the FEC Project simulating several aspects of a real-life application development scenario, including working on legacy code, data generation, database performance tuning, scaling your web server, load testing your system, working in isolation and working as a team, deployment and dev-ops.

## **Technical Assessment**

Students will demonstrate their ability to create a full-stack application from the ground-up independently. They will build both the front-end and back-end of the application.

## **Testbuilder**

We introduce students to automated testing and a couple popular testing frameworks to check the validity of their code base. Students will implement functions with expected behaviors, and tests to ensure they adhere to given specifications.



### **Twiddler**

Students will integrate their knowledge of HTML, CSS, and JavaScript (along with the jQuery library) to create a simple, single-page application with interactive functionalities. They are provided with a bare-bones web application with no functionalities, and must incorporate event handlers to manipulate the DOM.

### **Underbar**

This unit focuses on two major aspects of functional programming in JavaScript: the use of callback functions and understanding various modular patterns that functional programming libraries like underscore are designed to facilitate. Students will write their own versions of a large number of common higher-order functions, and in the end be equipped to write code in a style that is more reusable and readable. Additionally, students will be introduced to the concepts of test-driven development and will write their own tests.

### **Web Development – Intro to Programming and Front-End Development**

Students spend the first module learning the three core technologies of front-end web development, HTML, CSS and JavaScript and foundation of collaboration tools and techniques. The majority of the unit is spent on building strong JavaScript fundamentals and understanding how the web works

### **Web Development – Server-Side Programming**

Students take their knowledge of JavaScript and transition to back end development using Node.js (a technology that allows JavaScript to be written on the server). Students also spend time learning how to work with databases and SQL.

### **Web Development – Front End Frameworks and Single Page Applications**

Once students have a foundation in building web applications, the program moves on to help students understand how to structure larger applications (similar to what they will be doing on the job). This unit focuses on Angular.js, single-page applications and how to work with new technologies in unfamiliar environments.

### **Web Development – Data Structure and Algorithms**

This subject is devoted to building a strong foundation in topics typically covered in year-1 Computer Science programs, primarily to aid with problem solving and interview prep. By the end of this subject, a student should be able to identify and diagram common data structures, analyze and algorithm, and implement common algorithms/describe more complex algorithms.

### **Web Development – Capstone Project**

In Capstone Projects/Interview prep, students focus on building their cumulative projects, practice presenting their projects, participate in Hiring day, prepare for interviews, and practice. Instructors approve project proposals prior to student construction, to ensure that the project displays a cumulation of skills acquired in the program and that the project is appropriate for the job market.

## ACADEMIC CALENDAR

Galvanize observes the following Holidays:

New Year's Day – January 1, 2019

MLK Day – January 21, 2019

President's Day – February 18, 2019

Memorial Day – May 27, 2019

Independence Day – July 4, 2019

Labor Day – September 2, 2019

Thanksgiving – November 28 and November 29, 2019

Christmas – December 25 and December 26, 2019

New Year's Eve – December 31, 2020

### Galvanize - Austin, Texas

Program Name	Start Date	End Date
<b>Galvanize Data Science</b>	January 22, 2019	April 19, 2019
	May 6, 2019	August 2, 2019
	August 19, 2019	November 15, 2019
	December 2, 2019	February 28, 2020
<b>Hack Reactor Software Engineering Immersive; Hack Reactor Software Engineering Online Immersive</b>	February 19, 2019	May 17, 2019
	April 8, 2019	July 5, 2019
	May 28, 2019	August 23, 2019
	July 15, 2019	October 11, 2019
	September 3, 2019	December 6, 2019
	October 21, 2019	January 24, 2020
	December 9, 2019	March 13, 2020
<b>Hack Reactor Extended Software Engineering Immersive; Hack Reactor Extended Software Engineering Online Immersive</b>	January 7, 2019	May 17, 2019
	February 25, 2019	July 5, 2019
	April 15, 2019	August 23, 2019
	June 3, 2019	October 11, 2019
	July 22, 2019	December 6, 2019
	September 9, 2019	January 24, 2020
	October 21, 2019	March 13, 2020
	December 9, 2019	April 17, 2020

