

# California Institute of Arts & Technology

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*School Catalog*

*November 12, 2011*

*to*

*November 12, 2012*

*Revised November, 2011*

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## Why CIAT

### Campus Location and Contact Information

8745 Aero Dr. Suite 106  
San Diego, CA 92123

Phone: 1-877-559-3621  
FAX: 1-866-236-2176

### Letter from CEO

Welcome to the California Institute of Arts & Technology (CIAT)!

Our college was built on the foundation of providing quality education and value to the student. Whether you are learning in the online or hybrid format, each course is specifically designed to maximize the use of technology to give you a more connected experience.

Courses teach the skills and practical knowledge required to gain employment or advance in the Information Technology, Telecommunications or Arts fields. You will receive personalized attention from a small school whose mission is to help you achieve success.

We know you have a choice when deciding where to learn, and hope that you will consider achieving your goals with us.

Sincerely,



Jamie Doyle  
President/CEO

### Mission Statement

The California Institute of Arts and Technology was founded on the vision of helping individuals obtain the specialized training needed to pursue a career in Information Technology, Telecommunications, and the Arts. Offered in online, classroom, and hybrid format, our courses utilize the latest technologies to provide personalized attention to each student, culminating in the degree or certification required for long-term individual success.

### Institutional Objectives

- Offer innovative methods of course delivery addressing the needs of geographically diverse student populations.
- Develop quality online and hybrid curricula through the best use of technology to enhance learning and student/instructor interaction.
- Support a highly qualified faculty, degreed, certified, and experienced in their field of instruction.
- Work with industry leaders to provide up-to-date skills employers require.

## Introduction

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

California Institute of Arts & Technology is a private institution that is approved to operate by the State of California's Bureau for Private Postsecondary Education. Any questions a student may have regarding this catalog or the institution that have not been satisfactorily answered by the institution may be directed to:

Bureau for Private Postsecondary Education  
2535 Capitol Oaks Drive, Suite 400  
Sacramento, CA 95833

Phone: 916-431-6959 or 888-370-7589  
Email: [bppe@dca.ca.gov](mailto:bppe@dca.ca.gov)  
Web: [www.bppe.ca.gov](http://www.bppe.ca.gov)

## Administration & Faculty

### **JAMIE DOYLE – President/CEO**

Certificate – Music Performance, Musicians Institute  
Pilots licenses – PPL, SEL  
Advanced Ground Instructor  
FAA Airframe & Power Plant License-A&P  
FAA Inspection Authorization  
FCC General Radiotelephone Operators License

### **STEVEN W. LINTHICUM – Director of Education/Instructor**

Juris Doctorate – University of Pacific, McGeorge School of Law  
Bachelor of Science – Arizona State University, College of Engineering  
California Preliminary Designated Subjects Vocational Educational Teaching Credential: Full Time  
Certified Information Systems Security Professional (CISSP)  
Microsoft Certified Systems Engineer (MCSE) [NT3.5 (Ret.), NT4.0 & Windows 2000 (security Specialization)]  
Microsoft Certified Systems Administrator (MCSA) [Windows 2000 (Security Specialization)]  
Microsoft Certified Trainer (MCT)  
Certified Technical Trainer (CTT+)  
Cisco Certified Network Associate (CCNA)  
Cisco Certified Academy Instructor (CCAI)  
CompTIA A+ Computer Technician Certification  
CompTIA Network+ Certification  
CompTIA Security+ Certification  
CompTIA HTI+ Certification  
CompTIA iNet+ Certification  
CompTIA IT Project+ Certification  
Citrix Certified Administrator (CCA)  
Citrix Certified Enterprise Administrator (CWNA)  
Certified Wireless Network Administrator (CWNA)  
Certified Wireless Network Trainer (CWNT)

**STEPHEN PRUSINSKI – Chief Academic Officer/Instructor**

Masters of Science (MIS) - Information Systems, University of Phoenix  
 Bachelor of Science – Workforce Education and Development, Southern Illinois University  
 Associate of Science – Aviation Management, San Diego Mesa College  
 Multi-Subject Teaching Program - University of Phoenix  
 Certified Networking Systems Administrator – Associated Technical College  
 Certified Fiber Optics Technician – Fiber Optics Association  
 FCC General Radio Telephone Operators License with RADAR endorsement  
 US Navy Retired – Aviation Electricians Mate, Naval Aircrew, Master Training Specialist

**Richard Gormley – Controller**

California State University at Los Angeles  
 BSBA-Accounting Beta Alpha Psi Scholarship Award  
 Professional Certified Public Accountant, California/Reciprocity in Nevada

**Richard N. Mikesell –Operations Manager/Student Services**

Bachelor of Science in Business Administration (In Process)  
 Associate of Arts in Mathematics and Physics, Palomar College  
 FCC Commercial Examiner/Test Center Manager  
 Certified Fiber Optics Instructor, FOA  
 CompTIA A+  
 CompTIA Security+  
 US Navy Retired Chief Warrant Officer (CWO-4), Surface Warfare Officer

**Faculty – Computer Information Systems****STEVEN W. LINTHICUM – Director of Education/Instructor**

Juris Doctorate – University of Pacific, McGeorge School of Law  
 Bachelor of Science – Arizona State University, College of Engineering  
 California Preliminary Designated Subjects Vocational Educational Teaching Credential: Full Time  
 Certified Information Systems Security Professional (CISSP)  
 Microsoft Certified Systems Engineer (MCSE) [NT3.5 (Ret.), NT4.0 & Windows 2000 (security Specialization)]  
 Microsoft Certified Systems Administrator (MCSA) [Windows 2000 (Security Specialization)]  
 Microsoft Certified Trainer (MCT)  
 Certified Technical Trainer (CTT+)  
 Cisco Certified Network Associate (CCNA)  
 Cisco Certified Academy Instructor (CAI)  
 CompTIA A+ Computer Technician Certification  
 CompTIA Network+ Certification  
 CompTIA Security+ Certification  
 CompTIA HTI+ Certification  
 CompTIA iNet+ Certification  
 CompTIA IT Project+ Certification  
 Citrix Certified Administrator (CCA)  
 Citrix Certified Enterprise Administrator (CWNA)  
 Certified Wireless Network Administrator (CWNA)  
 Certified Wireless Network Trainer (CWNT)

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Masters of Science (MIS) - Information Systems, University of Phoenix  
 Bachelor of Science – Workforce Education and Development, Southern Illinois University  
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 Multi-Subject Teaching Program - University of Phoenix  
 Certified Networking Systems Administrator – Associated Technical College  
 Certified Fiber Optics Technician – Fiber Optics Association  
 FCC General Radio Telephone Operators License with RADAR endorsement  
 US Navy Retired – Aviation Electricians Mate, Naval Aircrew, Master Training Specialist

**Byron Gray – Instructor**

Bachelor of Science in Information Technology Management, National University  
 Microsoft Certified System Engineer (MCSE)  
 Microsoft Certified System Administrator (MCSA)  
 CompTIA A+  
 CompTIA Network+  
 Navy Retired

**Adjunct Faculty****Antonio Guerrero - Instructor**

Microsoft Certified System Engineer (MCSE) [ID# 6271133]  
 Microsoft Certified System Administrator: Messaging (MCSA: Messaging) [ID# 6271133]  
 Microsoft Certified Professional (MCP) [ID# 6271133]  
 Cisco Certified Network Associate (CCNA) [ID#: CSCO10352363]  
 CompTIA A+, Network+, and Security+ [ID#: COMP1060384]  
 Dell Certified Systems Expert (DCSE) in: Dell Servers, Point of Sale systems (POS), Wireless, Lead Deployment Tech, and Client Soft skills .  
 C-Tech Copper Network Cabling Specialist [ID#: 33-04-0190-0002]  
 Integrating Mac OS X into a Windows Environment (Learning Tree International)  
 Certified Competent Communicator (Toastmasters International)  
 Sandler Sales Institute Presidents Club

**Advisory Board Members**

Jamie Doyle – CEO/President	Ted Jordan – IT Professional/Instructor
Stephen Prusinski – CAO	Jim Cronia – Business Owner
Steve Linthicum – Director of Ed.	Terry Moore – L3
Richard Mikesell – Associate Director	Mark Wager – HP
Antonio Guerrero – IT Professional/Instructor	

**Accreditations and Approvals**

- California Institute of Arts and Technology is a State of California Chapter S corporation. The President is the Chief Operating Officer and has legal control of the corporation.
- CIAT is approved to operate through the California Bureau of Private Postsecondary Education.

- Member of Microsoft IT Academy
- CompTIA Authorized Academy
- Official Prometric and VUE Testing Centers
- California EDD WIA Approved

Microsoft® IT Academy  
Program Member



## Admissions

### Admission Requirements

A student accepted for enrollment in a degree program must be in possession of a high school diploma or GED. CIAT must determine with reasonable certainty, prior to the acceptance of the enrollment, that the applicant has the appropriate prior education required to succeed in a degree or certificate program.

The High School Diploma equivalency may be satisfied by either General Educational Development (GED) tests or a United States military Form DD-214 indicating that applicant has completed high school. The applicant must be able to read and speak English effectively and also be able to use a computer keyboard and mouse to navigate in the Windows environment.

### Scholastic Level Exam

A Scholastic Level Exam (SLE) is required for students with less than 6 college-level semester credit hours, military active duty or veteran (as evidenced by a military ID or the DOD Standard Form DD-214) to ensure that each Distance Learning Student can successfully meet the challenges found within an online learning environment.

### Test of English as a Foreign Language

Applicants whose native language is not English and who have not earned a degree from an appropriately accredited institution where English is the principal language of instruction must receive a minimum score of 500 on the paper-based Test of English as a Foreign Language (TOEFL PBT), or 61 on the Internet Based Test (TOEFL IBT). For more information on TOEFL, go to <http://www.toeflgoanywhere.org/>. Students who desire to register and take the TOEFL online exam may do so through our Prometric Test Center. High School Diplomas and College Transcripts not in English are not accepted by CIAT.

### How to Enroll

1. Complete the CIAT Enrollment Agreement
2. Submit a copy of High School diploma or equivalency or DOD Standard Form DD-214 documentation
3. Submit proof of identity and age (copy of government-issued ID, Driver's License, or Passport with picture)
4. Submit payment via credit card, check, money order, approved purchase order or voucher

## Tuition and Fees

Tuition is charged in advance for each course. For online programs, once your tuition is paid, you will receive a welcome email with log-in instructions including an introduction email from your instructor. If you are attending an onsite program, you will receive a welcome email with class date, time and location. The cost of each class is located next to the course description in this catalog.

The following details an example of what the student is to expect:

Cost of Tuition (per course)	\$1049.00
Library Fees	100.00
Books and Materials	135.00
*Non-Refundable STRF Fee	5.00
<b>Total Costs</b>	<b>\$1289.00</b>

\* According to STRF regulations (CCR 76120), CIAT must collect an assessment of two dollars and fifty cents (\$2.50) per one thousand dollars (\$1,000) of institutional charges, rounded to the nearest thousand dollars, from each student. For institutional charges of one thousand dollars (\$1,000) or less, the assessment is two dollars and fifty cents (\$2.50). For more information see Cancellation and Refunds in this catalog.

## Cancellation and Refunds

### Student's Right to Cancel

You can cancel your enrollment at any time. Students, who cancel their enrollment within 5 days of enrolling, will receive a full refund of tuition, regardless if any lessons have been submitted.

Students completing at no more than 50% of course assignments shall receive:

- Up to and including 10% of the course, 90% of the refundable tuition.
- Between 10% and 25% completed, 75% of the refundable tuition
- Between 25% and 50% of the course, 50% of the refundable tuition.
- After student completes more than one half of a course, no refund is due.

*The amount of the course completed shall be the ratio of completed required lesson assignments received by the institution for the evaluation of the total lesson assignments required to complete the course.*

All requests for cancellation must be made in writing and submitted to CIAT at the following:

By hand, mail or package service to:

California Institute of Arts & Technology  
 ATTN: Student Services  
 8745 Aero Drive, Suite 106  
 San Diego, CA 92123

By FAX or Email to:

FAX: 1-866-237-2176

Email: info@calarttech.com

Include:

- Full name
- Address
- Phone number
- Date of request
- Signature
- Reason

The following chart shows an example of refunds:

Tuition	Scheduled Days	Daily Rate	Training Days Transpired	Tuition Earned	Refund Amount
\$1,000.00	5	\$200.00	2	\$400.00	\$600.00

All refunds will be paid within 30 days of your written request.

### STRF Non-Refundable Charges

According to STRF regulations (CCR 76120), CIAT must collect an assessment of two dollars and fifty cents (\$2.50) per one thousand dollars (\$1,000) of institutional charges, rounded up to the nearest thousand dollars, from each student. For institutional charges of one thousand dollars (\$1,000) or less, the assessment is two dollars and fifty cents (\$2.50).

- Unless a student has a separate agreement to repay the third party, a student whose costs are paid to the institution by third-party payer shall not pay the STRF assessment to the qualifying institution. (CCR 76120)
- CIAT shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh class day after enrollment, whichever is later in accordance to sections 94919(d) and 94920(b) of the California Private Postsecondary Education Act Of 2009, the assessment is non-refundable.

## Our Policies

### Schedule

Business Hours: 8:00 AM to 4:00 PM Pacific Time Monday thru Friday Closed Saturdays, Sundays and Major Holidays

Online Instructor Availability: 8:00 AM to 4:00 PM Pacific Time Monday thru Friday Closed Saturdays, Sundays and Major Holidays

A schedule of programs can be obtained from an Admissions advisor by calling 1-877-559-3621 or emailing [info@calarttech.com](mailto:info@calarttech.com). You can also find a schedule of upcoming courses by visiting [www.calarttech.com/schedule](http://www.calarttech.com/schedule). Online courses are scheduled on an open-in, open-out basis. Online programs must be completed within one 3 years for degree and 2 years for certificate, general education courses notwithstanding.

# Academic Calendar for 2011

## Academic Calendar for 2011

JANUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

JULY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Date	Event/Holiday
1 Jan	New Years Day
3 Jan	New Years Day (Observed)
4 Jan	Session A Class Starts
17 Jan	Martin Luther King Holiday
7 Feb	Session B Class Starts
23 Feb	Presidents Day Holiday
7 Mar	Session A Class Starts

Date	Event/Holiday
30 May	Memorial Day Holiday
6 Jun	Session B Class Starts
4 Jul	Independence Day Holiday
5 Jul	Session A Class Starts
1 Aug	Session B Class Starts
5 Sep	Labor Day Holiday
6 Sep	Session A Class Starts

Date	Event/Holiday
11 Nov	Veteran's Day Holiday
24 Nov	Thanksgiving Day Holiday
25 Nov	Day after Thanksgiving Holiday
5 Dec	Session B Class Starts
24 Dec	Christmas Eve
25 Dec	Christmas Day
26 Dec	Christmas Holiday (Observed)

## Financial Aid

CIAT does not participate in federal or state financial aid at this time.

## Grading and Academic Progress

### Grading

Grading is as follows:

A – 90% to 100%

B – 80% to 89%

C – 70% to 79%

Fail – 69% and below

I – Incomplete

W - Withdrawal

### Satisfactory Academic Progress

Students are expected to make satisfactory academic progress. Prior to enrollment, you will receive a program outline. Once your program begins, you will be expected to progress through the program on the agreed-upon schedule. If you have a hardship, you can apply for an extension.

Any issues involving Satisfactory Academic Progress (SAP) should be discussed with the instructor. In certain circumstances, it may be possible to make up a missed course by obtaining permission from the instructor, such as deployment schedules, family issues, etc. A student may elect to take a Leave of Absence (LOA) for up to 6 months during the program; although there is no guarantee that an LOA will be granted. Students are expected to conduct themselves in a professional manner throughout the program. Online students will be placed on administrative hold after 4 weeks of missed assignments or progress and given an incomplete grade. Students will be dropped from the program after 6 months of incomplete assignments or no progress and given a “Fail”. Students may reapply at the discretion of the Chief Academic Officer.

Students enrolled in hybrid courses will be expected to attend the all sessions of the classroom portion of instruction. Please contact student services if you wish to make changes to your schedule. If a student is unable to complete a course, they must immediately contact Student services or their instructor. In the case of an “Incomplete” grade, the student will have three (3) months from the ending of the class to change the grade from “I” to a letter grade. After that period, the grade will automatically revert to a “Fail”.

Degree students are given a period of 36 months to complete the program notwithstanding the general education requirements. Certificate students are given a period of 24 months to complete the program. All students must complete a minimum of 70% on all quizzes and exams to be considered for graduation. For each course, the final grade is the average of the post and final exams. Instructors will monitor student online and/or classroom activity to ensure optimum scores are obtained and provide direction for improvement. Courses may be extended at the discretion of the Instructor and Chief Academic Officer (CAO).

Classroom and Hybrid Courses: Due to the nature of the accelerated classroom environment, students must ensure that they attend every class session. In the event that the student must miss a session such

as military duty, illness, job related functions, etc., he or she may contact their instructor (prior to the missed day) for make-up of missed assignments. More than one day absence will require permission from the Chief Academic Officer and may constitute an "Incomplete" from the course and retaking the course missed.

### **Course Extension Policy**

A student may find the need to request an extension if unable to complete a course within the course schedule. An 8 (8) week course extension can be purchased through student services. To purchase an extension, students must turn in an Extension Request Form by the original End Date of the course. Only one eight-week extension will be granted per course. Extensions are subject to a nonrefundable \$750 extension fee which must be paid prior to the end of the course.

When a course extension has been activated, the student will be assigned a grade of Incomplete for four weeks (28 days) past their course end date. Upon completion of the course extension period the student will be assigned the grade earned within the course.

### **Drop and Leave of Absence**

Under certain conditions a Leave of Absence (LOA) may be granted for up to one year. Such conditions may include military deployment, maternity leave, death of a family member or similar circumstances. A student may option to take online courses as an alternative to an LOA.

You may request a leave of absence or to drop/withdraw at any time. Address these requests in any of the following methods to:

By hand, mail or package service to:

California Institute of Arts & Technology

ATTN: Student Services

8745 Aero Drive, Suite 106

San Diego, CA 92123

Voice: 1-877-559-3621 Ext. 7010

By FAX or Email to:

FAX: 1-866-237-2176

Email: info@calarttech.com

Include:

- Full name
- Address
- Phone number
- Date of request
- Signature
- Reason

### **Dismissal or Probation**

CIAT reserves the right to cancel an enrollment or place the student on probationary status for any of the following reasons:

- Cheating
- Non-payment of tuition
- Expired enrollment period (if applicable)
- Falsifying information
- Failure to complete a program
- Lack of attendance
- Missed Assignments
- Disruption, misconduct or other non-compliance issues

Students placed on probation will receive a letter of warning on the first offence, with an entry of the offence and subsequent letter entered in the student's school records. Subsequent offences may lead to dismissal. Cheating, non-payment of tuition and falsifying information may also be considered as cause for immediate dismissal without probation.

### **Academic Honesty and Integrity**

Students are expected to conduct themselves in a mature, professional, and ethical manner. Students may be terminated or disqualified from their program of study for any of the following reasons:

- Failure to maintain the tuition payment agreement
- Plagiarism of other's work
- Failure to submit work according to the standards specified in the manuals and instructions provided by the University
- Falsification of records, transcripts, or coursework documents submitted for review or credit
- Providing false identification, bribery, manipulation or intimidation to proctor before, during or after testing
- Deceit, fraud, cheating, theft, unethical or disruptive behavior, forgery or vandalism
- Failure to demonstrate reasonable and successful academic progress: Once your program begins, you will be expected to progress through the program on the agreed-upon schedule. If you have a hardship, you can apply for an extension.

### **Intellectual Property Rights Policy**

CIAT is committed to providing an environment that supports the learning, teaching, scholarship, and creative activity of its faculty, students, and staff. Within this context, the Intellectual Property Rights Policy is intended to:

- Encourage excellence and innovation in teaching, scholarship, and creative activities by identifying and protecting the intellectual property rights of faculty, staff, students and the School.
- Encourage the notion that creative and scholarly works produced at CIAT should advance the state of knowledge and contribute to the public good.
- Acknowledge and preserve the traditional property rights of scholars with respect to products of their intellectual endeavors (e.g., books, articles, manuscripts and writings).
- Guide policy and process for commercial uses of intellectual property other than the traditional products of scholarly work.

The Policy covers all types of intellectual property, including works protected by copyright, patent and trade secret laws. Should you have any questions, please contact your admissions representative or email us at [info@CalArtTech.com](mailto:info@CalArtTech.com).

### **Language Requirements**

All courses are offered in the English language. CIAT does not offer English as a Second Language (ESL). The student must be able to speak, read/write and understand the English language to enroll in any CIAT course. The student's signature on the enrollment agreement signifies that they attest to their ability to

be able to speak, read/write, and understand the English language. College Transcripts not in English will not be accepted by CIAT.

Applicants whose native language is not English and who have not earned a degree from an appropriately accredited institution where English is the principal language of instruction must receive a minimum score of 500 on the paper-based Test of English as a Foreign Language (TOEFL PBT), or 61 on the Internet Based Test (TOEFL IBT). For more information on TOEFL, go to <http://www.toeflgoanywhere.org/>. Students who desire to register and take the TOEFL online exam may do so through our Prometric Test Center.

## Student Visas

CIAT Does not provide Visa assistance for foreign students at this time. However we will verify attendance to interested parties upon request and/or with student authorization.

## Complaints or Grievances

If you have a complaint, we want to hear about it. Please address all concerns or complaints in writing to:

California Institute of Arts & Technology  
ATTN: Student Services  
8745 Aero Drive, Suite 106  
San Diego, CA 92123  
  
Phone: 1-877-559-3621  
FAX: 1-866-237-2176  
Email: [info@calarttech.com](mailto:info@calarttech.com)

Include:

- Full name
- Address
- Phone number
- Date of request
- Signature
- Reason

NOTE: A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling 1-888-370-7589 or by completing a complaint form, which can be obtained on the Bureau's Internet Web site [www.bppe.ca.gov](http://www.bppe.ca.gov).

## Job Placement Assistance

CIAT offers job placement assistance to graduates. Students can send an email to [studentservices@calarttech.com](mailto:studentservices@calarttech.com) to request assistance. Some of our services include:

- Resume writing
- Internet job search resources
- Interviewing tips
- Internships with local companies (when available)

## Online Learning

Online learning is obviously different from classroom-delivered instruction. There are advantages and disadvantages to both. However, the disadvantages of online learning are rapidly declining as

technology enables students learning at a distance feel connected. CIAT classes use a combination of all or some of the following to provide quality distance learning:

- Online quizzes
- Certificate preparation software
- Additional learning content (real time and recorded for future viewing)
- Bulletin/discussion boards
- Live instructor available for conferences and personal sessions
- Learn on your own schedule from any internet connection

### **Hybrid Learning**

CIAT also offers, at the student's option, hybrid learning. This format has all the benefits of distance learning, combined with the advantages of traditional classroom learning, which provides the best of both worlds. Instead of using virtual labs, students enrolled in a hybrid class will work in a live lab and/or classroom setting with a qualified instructor after you have completed the online portion. You are expected to complete the entire online class prior to attending the classroom portion. Upon enrollment your admissions advisor will schedule your lab sessions.

### **Certificate Testing**

Many CIAT programs teach the skills employers require on-the-job. To validate these skills, you are encouraged to take any associated industry certificate exams. The taking and passing of industry certification exams is not required for completion of your Degree or Certificate Program. CIAT is an approved Prometric and Pearson-VUE test center. Testing is offered at our San Diego campus and onsite for groups. Certification testing is at an additional cost. For a schedule of fees, visit [Prometric.com](http://Prometric.com) or [PearsonVue.com](http://PearsonVue.com).

### **Proctored Exams**

Students enrolled in the Associate Degree and Certificate programs will be required to take Proctored Exams throughout the course to include Moodle, Online Expert final exams and, at your option, vendor related exams such as Microsoft and CompTIA. Students must present identification (ID) prior to each proctored exam. Identification will include a government issued picture ID, such as a valid driver's license, Identification Card or Passport plus one signature ID such as a credit/debit card. Students may arrange to have their exam proctored at CIAT or at another accredited college or university, a public library, military base education office, Prometric/PearsonVue test center, etc. Please see Proctor Information on the home page of our Moodle website, <https://www.calarttech.com/moodle/>.

### **Books, Virtual Labs and Other Materials**

Textbooks are an additional expense. Students can buy them in the CIAT store, or from any other source. The cost of books varies with each course and will be provided to you prior to enrollment. Book costs range from \$50.00 to \$200.00 per course. There is no cost for lab and other materials (if applicable). Degree and certificate students will receive a textbook list and curriculum which provides all information required to obtain needed learning resources. An online resource library is available in Moodle. A link can be found on the home page and each course. You must have an account in order to

access the library resources. See your admissions representative for more information or you may email student services at [info@calarttech.com](mailto:info@calarttech.com).

*Note:* We provide library resources specific to IT while students use other college libraries for general education specific courses.

### **Transfer of Credits**

CIAT will accept a maximum of 50% of the credits for transfer credit or a combination of transfer credit and experiential or equivalent credit (including challenge/test-out credits). For no student, however, may the credit given for experiential or equivalent learning (including challenge/test out credits) exceed one-fourth of the credits required for a degree.

CIAT may accept transfer credit from institutions that are accredited by recognized agencies of the U.S. Secretary of Education. Students wishing to transfer credit to CIAT should have official transcripts sent directly from the accredited institution to CIAT. All transcripts received will be reviewed for transfer credit. Credit will only be transferred from courses equivalent to those offered by CIAT or approved general education courses taken at an institution accredited by an accrediting agency recognized by the U.S. Secretary of Education and/or the Council for Higher Education Accreditation (CHEA). At this time, CIAT has not entered into any articulation or transfer agreements with any other college or university.

### **Experiential Credit**

Experiential learning is defined as those skills, competencies and knowledge (general or specific) that are acquired through work, self-development, training, or volunteer experiences.

**Credit is not awarded for life or work experience at CIAT. Credit is only awarded based on measurable learning outcomes.**

- College credit will be awarded only for college level learning
- Credit will be awarded only for learning that has a balance, appropriate to the subject, between theory and practical application
- The determination of competence levels and of credit awards will be made by appropriate subject matter and academic experts
- Credit will be appropriate to the academic context in which it is accepted

### **Test-Out (Challenge) for Credit**

Students may test-out up to 25% of CIAT's courses. The exams can be CIAT's final Textbook exam located in Moodle or third party certification exams, such as a Microsoft, CompTIA or Cisco. CIAT charges a nominal fee of \$100.00 per test-out exam. Students enrolling and requesting credit based on certification exams more than one year old must take the CIAT final Textbook exam. If the student fails the exam, they must take the full course.

## **Notice Concerning Transferability of Credits and Credentials Earned at our Institution**

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

## **Tuition and Payment of Fees**

Tuition for Degree Program: \$350.00 per Semester Hour plus books and materials

Tuition for Certificate Program: \$9440.00 plus books and materials

Tuition and payment of any applicable fees is due at the time of enrollment. If you are using education benefits, employer-sponsored tuition or any other means to pay your tuition and fees, all required funding documentation (such as tuition vouchers, approved purchase orders or other approved forms of payment), is due prior to the start of class. Ultimately, it is the student's responsibility for any and all payment of tuition regardless of whether a third part is funding their education. If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

## **Discounts and Scholarships**

CIAT regularly offers partial scholarships and/or discounts to the following groups on an as-needed basis. Please contact a CIAT Admissions Representative for the latest information.

- Active Duty Military, Veterans and their spouses
- WIA-EDD
- Economically disadvantaged
- Union-Members
- Teachers

### **Note**

As-needed is defined as students who are in one of the above groups, who can demonstrate that their source of funding does not fully cover the cost of tuition, books and fees. Check with an enrollment advisor as to the availability and amount of scholarships. Any scholarship that is offered will be offered unilaterally to members of a given group. CIAT does not guarantee a scholarship will be available or that an individual will qualify.

**Note**

When discounts and/or scholarships are offered toward the tuition of a full certificate or degree program, any cancelation prior to completing the entire program will result in the student being charged the full catalog price for the portion of the program attended prior to calculating any refund that may be due.

**Student Tuition Recovery Fund for California Students**

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

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other cost.
4. There was a decline in the quality of the course of instruction within 30 days before the school closed or, if the decline began earlier than 30 days prior to closure, the period of decline determined by the Bureau.
5. An inability to collect on a judgment against the institution for a violation of the Act.

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student, who is a California resident and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

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

1. You are not a California resident.
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

## STRF Non-Refundable Charges

According to STRF regulations (CCR 76120), CIAT must collect an assessment of two dollars and fifty cents (\$2.50) per one thousand dollars (\$1,000) of institutional charges, rounded up to the nearest thousand dollars, from each student. For institutional charges of one thousand dollars (\$1,000) or less, the assessment is two dollars and fifty cents (\$2.50).

- Unless a student has a separate agreement to repay the third party, a student whose costs are paid to the institution by third-party payer shall not pay the STRF assessment to the qualifying institution. (CCR 76120)
- CIAT shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh class day after enrollment, whichever is later in accordance to sections 94919(d) and 94920(b) of the California Private Postsecondary Education Act Of 2009, the assessment is non-refundable.

## Housing Facilities

CIAT does not provide housing facilities, but will assist students in finding accommodations for the duration of the course. Hotel accommodations are widely available locally with an average cost of \$100 to \$125 per guest, per night depending on season.

## Classroom Facilities and Equipment

Classes are instructed at the CIAT campus, online, or at the customer's location. The main campus, located in San Diego, CA, has classrooms with seating up to 20 per each and a testing facility with four test stations offering hundreds of exams through the Prometric and PearsonVue network.

Each student is supplied with a computer and ample desk space. There is a media center with access to the internet, a printer, over 9000 online books, hardcopy reference books, office supplies and a telephone/fax.

Computer projectors are used to deliver PowerPoint and other media presentations. Additional equipment includes computer routers, cabling, hand tools, consumable items such as connectors, fiber optic Labs, wireless, virtual labs, software and hardware for presentation and other aides.

## Student Records

CIAT retains student records indefinitely. If a student wishes to review a copy of their record, they should contact the Student Services Department at the San Diego Campus, Tel: 877-559-3621. Student records are confidential; however, we will release information to a third party upon request. The request must be made in writing to CIAT Student Services:

CIAT, Attn: Student Services  
8745 Aero Drive, Suite 106  
San Diego, CA 92123.

Unless a release is provided, CIAT limits disclosure of student records to those authorized by law.

### **Bankruptcy**

The institution has no pending litigation in bankruptcy, is not operating as a debtor in possession, and has not filed a petition within the past five years, or have a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C Sec. 1101 et seq.)

### **Identity Verification**

We use proctored exams for identity of students.

### **Family Educational Rights and Privacy Act (FERPA) of 1974**

The Family Education and Privacy Act was enacted by Congress to protect the privacy of student educational records. This privacy right is a right vested in the student. Generally:

- Institutions must have written permission from the student in order to release any information from a student's educational record.
- Institutions may disclose directory information in the student's educational record without the student's consent.
- It is good policy for the institution to notify the student about such disclosure and to seek the written permission of the student to allow disclosure of any educational records including directory information.
- Institutions should give the student ample opportunity to submit a written request that the school refrain from disclosing directory information about them.
- Institutions must not disclose non-directory information about students without their written consent except in very limited circumstances.
- Institutions should notify students about their rights under FERPA through annual publications.
- When in doubt, it is always advisable to err on the side of caution and to not release student educational records without first fully notifying the student about the disclosure.

Finally, the school should always seek a written consent from the student before disseminating educational records to third parties.

### **Minimum System Requirements for Online Labs**

For downloading software for use in the labs, you should have broadband Internet with at least 1 MB per second and sufficient hard drive space for saving files.

The following programs require the following:

#### **Virtual Box and Operating System Software Downloaded from Academic Alliance**

Windows hosts supported:

- Windows XP, all service packs (32-bit)
- Windows Server 2003 (32-bit)

- Windows Vista (32-bit and 64-bit).
- Windows Server 2008 (32-bit and 64-bit)
- Windows 7 (32-bit and 64-bit)

Hardware:

- Network Interface Card
- Minimum of 2 Gigabytes of memory, 6 Gigabytes preferred
- Graphics Adapter Card
- Sound card
- IDE, SCSI or SATA Hard Drive with minimum of 200 MB of useable space (not including host programs). One GB recommended for installation and running of guest operating systems

**Note**

Guest systems (systems running under Virtual Box) may require extra memory, when more than two guest systems are running concurrently.

## Degree/Certificate Programs

### Associate of Science Degree in Computer Information Systems – Networking Concentration

62 Semester Hours

#### Description

The Associate's Associate of Science in Computer Information Systems - Networking Concentration Program provides foundational skills required to install, configure, troubleshoot, and maintain network systems in business environments. Major topics covered include hardware technologies, operating systems, networking, routing, security, and database management. This program prepares students for careers in a variety of positions including Information Security Technician, LAN Administrator, Junior Network Administrator, Technical Support Specialist, PC Technician and IT Support Team Lead.

#### Economic Outlook and Growth of the Industry

According to the U.S. Department of Labor statistics, employment of computer systems is expected to grow by 20 percent from 2008 to 2018, which is much faster than the average for all occupations. Demand for these workers will increase as organizations continue to adopt and integrate increasingly sophisticated technologies and as the need for information security grows. The average wages of networking systems personnel were \$71,100 in 2010.

#### Program Objectives

Upon completion of the Associate of Science in Computer Information Systems - Networking Concentration Program, the graduate as a Security Technician, LAN Administrator, Junior Network Administrator, Technical Support Specialist, PC Technician and IT Support Team Lead will be able to:

- Discuss computer operating systems and hardware fundamentals
- Perform essential steps in PC installation, configuration, troubleshooting and repair
- Install, Configure and troubleshoot basic networking hardware, protocols and services
- Discuss network infrastructure, cryptography, assessments and audits within networks and networking environments
- Perform installation, configuration and troubleshooting of various operating systems and network operating systems
- Develop a positive social attitude to enhance positive and professional relationships with coworkers and supervisors within a diverse organization
- Develop analytical, critical thinking, and interpersonal skills applicable to real-world problems

**Note:**

CIAT does not provide general education courses at this time. The student must obtain general education courses from an accredited institution such as a community college.

## CIAT's Philosophy for General Education

General education is designed to introduce students to the variety of means through which people comprehend the modern world. General education introduces the content and methodology of the major areas of knowledge.

The general education program provides the opportunity for students to develop:

- Intellectual skills
- Information Technology
- Affective and creative capabilities
- Critical thinking
- Positive social attitudes
- Appreciation for cultural diversity that present effective learners and good citizens

## Degree Course Plan

This page details the courses needed to complete CIAT's Computer Information Systems Degree Program.

<b>Core Courses</b> <i>24 Semester hours required</i>			
<b>Course Number</b>	<b>Title</b>	<b>Semester hours</b>	
<b>Introduction to Computer Information Systems (CIS) (Required Courses)</b>		<b>Total Semester hours in Category:</b>	<b>6</b>
CIS-101	Computer Operating Systems & Hardware Fundamentals	3	
CIS-102	Networking Fundamentals	3	
<b>Introduction to Network Security (Required)</b>		<b>Total Semester hours in Category:</b>	<b>3</b>
CIS-120	Network Security	3	
<b>Wireless Security (Required)</b>		<b>Total Semester hours in Category:</b>	<b>3</b>
CIS-140	Basic Wireless Networking	3	
<b>Windows Workstation (Select 1)</b>		<b>Total Semester hours in Category:</b>	<b>3</b>
CIS-150	Installing, Configuring, and Administering Microsoft Windows XP	3	
CIS-151	Microsoft Windows Vista	3	
CIS-152	Configuring Windows 7	3	
<b>Choose Server 2008 <u>or</u> Server 2003 Option</b>			
<b>Windows Server Systems 2008 Option (Required Courses)</b>		<b>Total Semester hours in Category:</b>	<b>9</b>
CIS-250	Windows Server Active Directory	3	
CIS-251	Windows Server Network Infrastructure	3	
CIS-253	Windows Server Administrator	3	
<b>Windows Server Systems 2003 Option (Required Courses)</b>		<b>Total Semester hours in Category:</b>	<b>9</b>
CIS-260	Managing a Microsoft Windows Server Environment	3	
CIS-261	Managing a Microsoft Windows Server Network	3	
CIS-262	Microsoft Windows Server Active Directory	3	
<b>Elective Courses</b> <i>6 Semester hours required. Select any 2 courses</i>			
<b>Intermediate and Advanced Security: Prerequisite - Introduction to Network Security</b>		<b>Total Semester hours in Category:</b>	<b>3</b>
CIS-220	Intermediate Network Security	3	

CIS-221a	Advanced Network Security Part 1 of 2	3	
CIS-221b	Advanced Network Security Part 2 of 2	3	
CIS-240	Wireless Security	3	
<b>Networking Physical Infrastructure</b>		<b>Total Semester hours in Category:</b>	<b>3</b>
CIS-160	Network Cabling (Classroom Only)	3	
<b>Unix Based Operating Systems</b>		<b>Total Semester hours in Category:</b>	<b>3</b>
CIS-230a	Installing and Configuring Linux Part 1 of 2	3	
CIS-230b	Installing and Configuring Linux Part 2 of 2	3	
CIS-231a	Solaris Operating System Part 1 of 2	3	
CIS-231b	Solaris Operating System Part 2 of 2	3	
<b>Virtualization</b>		<b>Total Semester hours in Category:</b>	<b>3</b>
CIS-290	Network Virtualization	3	
<b>Windows Server Systems 2008</b>		<b>Total Semester hours in Category:</b>	<b>3</b>
CIS-254	Windows Server Enterprise Administrator	3	
<b>Windows Server Systems 2003</b>		<b>Total Semester hours in Category:</b>	<b>3</b>
CIS-263	Planning a Microsoft Windows Server Network	3	
<b>* General Education Courses</b>			
<i>32 Semester hours required from an accredited college (Transferable from an Accredited College)</i>			
<b>Title</b>			<b>Semester hours</b>
<b>English</b>		<b>Total Semester hours in Category:</b>	<b>12</b>
English (basic reading and composition skills)		6	
English Composition		3	
Oral Communications Skills (Public or Business Speaking)		3	
<b>Mathematics</b>		<b>Total Semester hours in Category:</b>	<b>8</b>
College Algebra		4	
Elementary Statistics		4	
<b>Social Science</b>		<b>Total Semester hours in Category:</b>	<b>3</b>
Management Concepts and Applications		3	
<b>Multi-cultural Studies</b>		<b>Total Semester hours in Category:</b>	<b>3</b>
Anthropology or Foreign Language		3	
<b>Humanities</b>		<b>Total Semester hours in Category:</b>	<b>3</b>
One course in Introduction to Humanities, Art or Music		3	
<b>Life Science</b>		<b>Total Semester hours in Category:</b>	<b>3</b>
One course in Botany, Geology, Biology or Psychology		3	
<b>Total</b>			<b>62</b>

\* Must complete each General Education course with a "C" or better

## Certificate in Computer Information Systems – Networking Concentration

1215 Clock Hours

### Description

The Certificate in Computer Information Systems - Networking Concentration program provides the foundational skills required to install, configure, troubleshoot, and maintain network systems in business environments. Major topics covered include hardware technologies, operating systems, networking, routing, security, and database management. This program prepares students for careers in a variety of positions including Information Security Technician, LAN Administrator, Junior Network Administrator, Technical Support Specialist, and PC Technician.

### Economic Outlook and Growth of the Industry

According to the U.S. Department of Labor statistics, employment of computer systems is expected to grow by 20 percent from 2008 to 2018, which is much faster than the average for all occupations. Demand for these workers will increase as organizations continue to adopt and integrate increasingly sophisticated technologies and as the need for information security grows. Median annual wages of networking and PC administrative personnel systems were \$69,160 in 2010.

### Program Objective

Upon completion of the Associate of Science in Computer Information Systems - Networking Concentration Program, the graduate as Information Security Technician, LAN Administrator, Junior Network Administrator, Technical Support Specialist, and PC Technician will be able to:

- Discuss computer operating systems and hardware fundamentals
- Perform essential steps in PC installation, configuration, troubleshooting and repair
- Install, Configure and troubleshoot basic networking hardware, protocols and services
- Discuss network infrastructure, cryptography, assessments and audits within networks and networking environments
- Perform installation, configuration and troubleshooting of various operating systems and network operating systems

### Certificate Course Plan

This page details the courses required to complete CIAT's Computer Information Systems Certificate Program.

Core Courses			
1215 Clock hours required			
Course Number	Title		Clock Hours
<b>Introduction to Computer Information Systems (CIS)</b>		<b>Total Clock hours in Category:</b>	<b>270</b>
<b>(Required Courses)</b>			
CIS-101	Computer Operating Systems & Hardware Fundamentals		135
CIS-102	Networking Fundamentals		135
<b>Introduction to Network Security (Required)</b>		<b>Total Clock hours in Category:</b>	<b>135</b>

CIS-120	Network Security	135	
<b>Windows Workstation (Select 1)</b>		<b>Total Clock hours in Category:</b>	<b>135</b>
CIS-150	Installing, Configuring, and Administering Microsoft Windows XP	135	
CIS-151	Microsoft Windows Vista	135	
CIS-152	Configuring Windows 7	135	
<b>Choose Server 2008 or Server 2003 Option</b>			
<b>Windows 2008 Server Option (Required Courses)</b>		<b>Total Clock hours in Category:</b>	<b>540</b>
CIS-250	Windows Server Active Directory	135	
CIS-251	Windows Server Network Infrastructure	135	
CIS-253	Windows Server Administrator	135	
CIS-254	Windows Server Enterprise Administrator	135	
<b>Windows 2003 Server Option (Required Courses)</b>		<b>Total Clock hours in Category:</b>	<b>540</b>
CIS-260	Managing a Microsoft Windows Server Environment	135	
CIS-261	Managing a Microsoft Windows Server Network	135	
CIS-262	Microsoft Windows Server Active Directory	135	
CIS-263	Planning a Microsoft Windows Server Network	135	
<b>Networking Physical Infrastructure (Select 1)</b>		<b>Total Clock hours in Category:</b>	<b>135</b>
CIS-160	Network Cabling (Classroom Only)	135	
CIS-140	Basic Wireless Networking	135	
<b>Total:</b>			<b>1215</b>

### Admissions Requirements

- Age 18 years or older
- High School diploma or GED equivalent
- Able to read, write and speak English

### How to Enroll

1. Complete a degree/certificate program Enrollment Agreement
2. Submit a copy of High School Diploma or equivalency documentation
3. Submit Official Accredited College Transcripts (degree program only)
4. Submit proof of identity and age (valid copy of government-issued ID, Driver's License or Passport with a picture)
5. Submit payment via credit card, check, money order, approved purchase order or voucher
6. Pass a standard entrance exam

**NOTE:**

All programs are offered in the hybrid or online formats.

## Introduction to Computer Information Systems

### Computer Operating Systems & Hardware Fundamentals

Course: CIS-101

Semester Hours: 3

Clock Hours: 135

*Prerequisite:*

- None

*Available Learning Formats:*

- Online
- Hybrid

#### Description

This Course teaches the skills required to be an entry-level computer hardware and operating system technician. Completion of this course proves competence in areas such as installation, preventative maintenance, networking, security and troubleshooting as well as customer service and communication skills needed by today's technicians in working with clients. It provides the fundamentals of computer technology, networking and security, communication skills and professionalism now required of all entry-level IT professionals. It also features a "hands-on" orientation, focused on scenarios in which troubleshooting and tools must be applied to resolve problems.

Specific topic coverage includes:

- PC and Notebook Hardware
- Operating Systems
- Networking and Printing
- PC Support
- Supporting Windows
- Supporting Networks
- Supporting PC Hardware

## Networking Fundamentals

Course: CIS-102

Semester Hours: 3

Clock Hours: 135

### Prerequisite:

- *Computer Operating Systems & Hardware Fundamentals is helpful*

### Available Learning Formats:

- *Online*
- *Hybrid*

### Description

This Course teaches the skills required to be an entry-level computer network technician. Completion of this course provides the technician with competency to manage, maintain, troubleshoot, install, operate and configure basic network infrastructure, describe networking technologies, basic network design principles, and adherence to wiring standards and the use of network testing tools.

Although not a prerequisite, it is recommended that prospective students have at least nine months of experience in network support or administration or academic training along with completion of CIS-100.

### Specific Topics include:

- Network Fundamentals
- Addressing and Protocols
- Security and Authentication
- Installation and Implementation
- Management, Monitoring, Troubleshooting

Certification is not required for successful completion of this course.

## Introduction to Network Security

### Network Security

Course: CIS-120

Semester Hours: 3

Clock Hours: 135

*Prerequisite:*

- *Computer Operating Systems & Hardware Fundamentals and Networking Fundamentals are helpful*

*Available Learning Formats:*

- *Online*
- *Hybrid*

### Description

This Course teaches the skills required to be an entry-level computer and network security technician. Completion of this course identifies the student as a knowledgeable professional in the field of security, one of the fastest-growing fields in IT. Security threats are increasing in number and severity and the gap between the need for security professionals and qualified IT personnel is the largest of any IT specialty, according to a 2008 study. Even in a troubled economy, most businesses plan to maintain or increase their investment in security.

Although not a prerequisite, it is recommended that students have at least two years of technical networking experience with an emphasis on security, along with completion of CIS-101 and CIS-102.

*Specific topics include:*

- Systems Security
- Network Infrastructure
- Access Control
- Assessments & Audits
- Cryptography
- Organizational Security

Certification is not required for successful completion of this course.

## Wireless Security

### Basic Wireless Networking

Course: CIS-140

Semester Hours: 3

Clock Hours: 135

Prerequisite:

- *Computer Operating Systems & Hardware Fundamentals and Networking Fundamentals are helpful*

Available Learning Formats:

- *Online*
- *Hybrid*

### Description

Basic Wireless Networking prepares the student for an *administrator level* career for networkers. This course covers RF behavior, site surveying, installation, and basic enterprise Wi-Fi security. Basic Wireless Networking is where you learn how RF and IP come together as a Wi-Fi network.

Certification is not required for successful completion of this course.

## Windows Workstations

### Installing and Configuring and Administering Microsoft Windows XP

Course: CIS-150

Semester Hours: 3

Clock Hours: 135

*Prerequisite:*

- *Computer Operating Systems & Hardware Fundamentals and Networking Fundamentals are helpful*

*Available Learning Formats:*

- *Online*
- *Hybrid*

#### **Description**

The purpose of this course is to offer all the critical information students need to successfully move into a role as an IT professional and support Windows XP in a business environment. Many hands-on exercises are included, which allow students to practice skills as they are learned.

*Specific Topics Include:*

- Installing a Windows Desktop Operating System
- Implementing and Conducting Administration of Resources
- Implementing, Managing, Monitoring and Troubleshooting Hardware Devices and Drivers
- Monitoring and Optimizing System Performance and Reliability
- Configuring and Troubleshooting the Desktop Environment
- Implementing, Managing and Troubleshooting Network Protocols and Services
- Configuring , Managing and Troubleshooting Security

Certification is not required for successful completion of this course.

## Microsoft Windows Vista

Course: CIS-151

Semester Hours: 3

Clock Hours: 135

### Prerequisite:

- *Computer Operating Systems & Hardware Fundamentals is helpful*

### Available Learning Formats:

- *Online*
- *Hybrid*

## Description

The purpose of this course is to offer all the critical information students need to successfully move into a role as an IT professional and support Windows Vista in a business environment. Many hands-on exercises are included, which allow students to practice skills as they are learned. This two-part course provides students with the knowledge and skills to install and configure Windows Vista desktops. It focuses on four main areas: installing, securing, networking and browsing. By the end of the course, the student will know how to install and configure a Windows Vista desktop that is secure on the network, and ready for browsing.

### Specific topics include:

- Introducing Windows Vista
- Installing Windows Vista
- Configuring System Settings
- Working with Disks
- Working with Users and Groups
- Working with Drivers and Printers
- Configuring Network Connectivity
- Configuring Windows Vista Security
- Configuring Windows Vista Applications
- Optimizing Windows Vista Performance
- Troubleshooting Windows Vista
- Working with Mobile Computers

Certification is not required for successful completion of this course.

## **Configuring Microsoft Windows 7**

*Course: CIS-152*

*Semester Hours: 3*

*Clock Hours: 135*

*Prerequisite:*

- *Computer Operating Systems & Hardware Fundamentals is helpful*

*Available Learning Formats:*

- *Online*
- *Hybrid*

### **Description**

Completion of this course will enable you to operate within computing environments that use Microsoft Windows 7 as a desktop operating system in an enterprise environment. Candidates should have at least one year of experience in the IT field, including experience implementing and administering any Windows Client operating system in a networked environment.

Specific topics include:

- Installing, Upgrading and Migrating to Windows 7
- Deploying Windows 7
- Configuring Hardware and Applications
- Configuring Network Connectivity
- Configuring Access to Resources
- Configuring Mobile Computing
- Monitoring and Maintaining Systems that Run Windows 7
- Configuring Backup and Recovery Options

Certification is not required for successful completion of this course.

## Network Physical Infrastructure

### Network Cabling

Course: CIS-160

Semester Hours: 3

Clock Hours: 135

*Prerequisite:*

- *Networking Fundamentals is helpful*

*Available Learning Formats:*

- *Classroom Only*

#### **Description:**

With the growing demand for fiber optics in large-scale communications networks, network professionals need complete, up-to-the-minute information. This course provides you with the latest on copper and fiber-optic networking.

Specific topics include:

- Introduction to Data Cabling.
- Cabling Specifications and Standards.
- Choosing the Correct Cabling.
- Cable System and Infrastructure Constraints.
- Cabling System Components.
- Tools of the Trade.
- Copper Cable Media.
- Fiber-Optic Media.
- Wall Plates.
- Connectors.
- Transmission Equipment.
- Unbounded (Wireless) Media.
- Cabling-System Design and Installation.
- Cable-Connector Installation.
- Cable-System Testing and Troubleshooting.
- Creating a Request for Proposal.
- Cabling @ Work: Experience from the Field.
- History of Fiber Optics.
- Principles of Fiber Optic Transmission.
- Basic Principles of Light.
- Optical Fiber Construction and Theory.
- Optical Fiber Characteristics.
- Safety.
- Fiber Optic Cables.
- Splicing.
- Connectors.
- Fiber Optic Light Sources.
- Fiber Optic Detectors and Receivers.
- Passive Components and Multiplexers.
- Passive Optical Networks (PON).
- Cable Installation and Hardware.
- Fiber Optic System Design Considerations.
- Test equipment and Link/Cable Testing.
- Troubleshooting and Restoration.

Certification is not required for successful completion of this course.

## Intermediate and Advanced Network Security

### Intermediate Network Security

*Course: CIS-220*

*Semester Hours: 3*

*Clock Hours: 135*

*Prerequisite:*

- *Computer Operating Systems & Hardware Fundamentals and Networking Fundamentals are helpful*

*Available Learning Formats:*

- *Online*
- *Hybrid*

### Description

This advanced security certification is designed for network and security administrators. The Intermediate Network Security focuses on a Common Body of Knowledge (CBK) which is based on the following seven domains:

- Access Controls
- Administration
- Audit and Monitoring
- Risk, Response and Recovery
- Cryptography
- Data Communications
- Malicious Code/Malware

Certification is not required for successful completion of this course.

## Advanced Network Security

Course: CIS-221

Semester Hours: 6

Clock Hours: 270

### Prerequisite:

- Requires five years experience in Information Security
- Completion of Network Security highly recommended

### Available Learning Formats:

- Online
- Hybrid

### Description

The Certified Information Systems Security Professional (CISSP) is a widely recognized information security certification. Individuals who have CISSP certifications work for organizations to ensure the flow of data is secure and compliant with regulatory laws.

The CISSP® was the first credential in the field of information security, accredited by the ANSI (American National Standards Institute) to ISO (International Standards Organization) Standard 17024:2003. CISSP® certification is a globally recognized standard of achievement.

The CISSP® credential also qualifies for DOD 8570 level II/III requirements.

### Specific topics include:

- Access Control
- Application Development Security
- Business Continuity and Disaster Recovery Planning Cryptography
- Information Security Governance and Risk Management
- Legal, Regulations, Investigations and Compliance
- Operations Security
- Physical (Environmental) Security
- Security Architecture and Design
- Telecommunications and Network Security

Certification is not required for successful completion of this course.

## Certified Ethical Hacker

Course: CIS-222

Semester Hours: 6

Clock Hours: 270

### Prerequisite:

- *Computer Operating Systems & Hardware Fundamentals, Network Security and Networking Fundamentals are helpful*

### Available Learning Formats:

- *Online*
- *Hybrid*

## Description

This class will immerse the student into an interactive environment where they will be shown how to scan, test, hack and secure their own systems. The lab intensive environment gives each student in-depth knowledge and practical experience with the current essential security systems. Students will begin by understanding how perimeter defenses work and then be led into scanning and attacking their own networks. No real network is harmed. Students then learn how intruders escalate privileges and what steps can be taken to secure a system. Students will also learn about Intrusion Detection, Policy Creation, Social Engineering, DoS Attacks, Buffer Overflows and Virus Creation. Upon completion of the course the student will have hands on knowledge and experience in Ethical Hacking.

### Specific Topics include:

- Ethics and Legal Issues
- Footprinting
- Scanning
- Enumeration
- System Hacking
- Trojans and Backdoors
- Sniffers
- Denial of Service
- Social Engineering
- Session Hijacking
- Hacking Web Servers
- Web Application Vulnerabilities
- Web Based Password Cracking Techniques
- SQL Injection
- Hacking Wireless Networks
- Virus and Worms
- Physical Security
- Hacking Linux
- IDS, Firewalls and Honeypots
- Buffer Overflows

- Cryptography
- Penetration Testing Methodologies

Certification is not required for successful completion of this course.

## Unix Based Operating Systems

### Installation and Configuration of Linux

Course: CIS-230

Semester Hours: 6

Clock Hours: 270

*Prerequisite:*

- *Completion of Network Fundamentals and Network Security is helpful*

*Available Learning Formats:*

- *Online*
- *Hybrid*

### Description

This course comes in two parts.

CIAT's Installation and Configuration of Linux course validates the fundamental knowledge and skills required of junior Linux administrators. It covers areas such as system architecture; Linux installation and package management; GNU and UNIX commands; devices, Linux file systems, and File System Hierarchy Standard. Professionals who pass the Linux+ course can work at the Linux command line, perform maintenance tasks, assist users, and install and configure workstations.

*Specific Topics Include:*

- GNU and UNIX commands
- Devices, Linux File Systems, File System Hierarchy Standard
- Linux Installation and Package Management
- System Architecture
- Networking Fundamentals
- Administrative Tasks
- Shells, Scripting and Data Management
- Essential System Services
- Security

Certification is not required for successful completion of this course.

## Solaris Operating System

Course: CIS-231

Semester Hours: 6

Clock Hours: 270

### Prerequisite:

- *Installation and Configuration of Linux is helpful*

### Available Learning Formats:

- *Online*
- *Hybrid*

## Description

This course includes 2 parts.

Part 1: In this course, you'll learn how to

- Install and configure the Solaris 10 operating environment on Scalable Processor Architecture (SPARC) and x86/x64-based platforms
- Set up, manage, back up and recover file systems
- Execute System Boot and Shutdown Procedures for SPARC and x86/x64-based systems
- Manage services using the Service Management Facility (SMF)
- Perform User and Security Administration
- Perform system backup and recovery operations

Part 2: In this course, you'll learn Advanced Topics in Solaris 10 System Administration for SPARC and x86-based systems including:

- Administering the network environment in Solaris 10
- Setting up RAID meta-devices using SVM
- Configuring ZFS storage pools and systems
- Configuring and Administering Solaris zones and containers
- Administering virtual file systems and swap space
- Creating and administering user and Role-Based access accounts (RBAC)
- Using advanced installation tools to install, clone and upgrade the operating system

Certification is not required for successful completion of this course.

## Advanced Wireless Security

### Wireless Security

Course: CIS-240

Semester Hours: 3

Clock Hours: 135

#### Prerequisite:

- *Network Security is helpful*

#### Available Learning Formats:

- *Online*
- *Hybrid*

### Description

The main subject areas in this course include:

- WLAN Discovery Techniques
- Intrusion and Attack Techniques
- 802.11 Protocol Analysis
- Wireless Intrusion Prevention Systems (WIPS) Implementation
- Layer 2 and 3 VPNs used over 802.11 networks
- Enterprise/SMB/SOHO/Public-Network Security design models
- Managed Endpoint Security Systems802.11 Authentication and Key Management Protocols
- Enterprise/SMB/SOHO/Public-Network Security Solution Implementation
- Building Robust Security Networks from the ground up
- Fast BSS Transition (aka. Fast/Secure Roaming) Techniques
- Thorough coverage of all 802.1X/EAP types used in WLANs
- Wireless LAN Management Systems (WNMS)
- Authentication Infrastructure Design Models
- Using Secure Applications
- 802.11 Design Architectures
- Implementing a Thorough Wireless Security Policy

Certification is not required for successful completion of this course.

## Windows Server 2008

### Windows Server Active Directory

Course: CIS-250

Semester Hours: 3

Clock Hours: 135

*Prerequisite:*

- *Computer Operating Systems & Hardware Fundamentals, Network Security and Networking Fundamentals are helpful*

*Available Learning Formats:*

- *Online*
- *Hybrid*

### Description

This course is intended for information technology (IT) professionals who work in the complex computing environment of medium to large companies. The student should have at least one year of experience implementing and administering Windows Server 2008 R2 in an environment that has the following characteristics:

- 250 to 5,000 or more users
- multiple physical locations, multiple domain controllers
- network services and resources such as messaging, databases, file and print, firewalls, Internet access, an intranet, Public Key Infrastructure, remote access, remote desktop, virtualization, and client computer management
- connectivity requirements such as connecting branch offices and individual users in remote locations to corporate resources, and connecting corporate networks

**Specific topic coverage includes:**

- Configuring Domain Name System (DNS) for Active Directory
- Configuring the Active Directory Infrastructure
- Configuring Active Directory Roles and Services
- Creating and maintaining Active Directory objects
- Maintaining the Active Directory environment
- Configuring Active Directory Certificate Services

Certification is not required for successful completion of this course.

## Windows Server Network Infrastructure

Course: CIS-251

Semester Hours: 3

Clock Hours: 135

### Prerequisite:

- *Computer Operating Systems & Hardware Fundamentals, Network Security and Networking Fundamentals are helpful*

### Available Learning Formats:

- *Online*
- *Hybrid*

### Description

The Microsoft Certified Technology Specialist (MCTS) on Windows Server 2008 credentials are intended for information technology (IT) professionals who work in the complex computing environment of medium to large companies. The MCTS candidate should have at least one year of experience implementing and administering Windows Server 2008 R2 in an environment that has the following characteristics:

- 250 to 5,000 or more users
- multiple physical locations, multiple domain controllers
- network services and resources such as messaging, databases, file and print, firewalls, Internet access, an intranet, Public Key Infrastructure, remote access, remote desktop, virtualization, and client computer management
- connectivity requirements such as connecting branch offices and individual users in remote locations to corporate resources, and connecting corporate networks

### Specific topic coverage includes:

- Configuring Addressing and Services
- Configuring Names Resolution
- Configuring Network Access
- Configuring File and Print Services
- Monitoring and Managing a Network Infrastructure

Certification is not required for successful completion of this course.

## Windows Server Applications Infrastructure

Course: CIS-252

Semester Hours: 3

Clock Hours: 135

### Prerequisite:

- *Computer Operating Systems & Hardware Fundamentals, Network Security and Networking Fundamentals are helpful*

### Available Learning Formats:

- *Online*
- *Hybrid*

### Description

The Microsoft Certified Technology Specialist (MCTS) on Windows Server 2008 credentials are intended for information technology (IT) professionals who work in the complex computing environment of medium to large companies. The MCTS candidate should have at least one year of experience implementing and administering Windows Server 2008 R2 in an environment that has the following characteristics:

- 250 to 5,000 or more users
- multiple physical locations, multiple domain controllers
- network services and resources such as messaging, databases, file and print, firewalls, Internet access, an intranet, Public Key Infrastructure, remote access, remote desktop, virtualization, and client computer management
- connectivity requirements such as connecting branch offices and individual users in remote locations to corporate resources, and connecting corporate networks

Specific topic coverage includes:

- Deploying Servers
- Configuring Remote Desktop Services
- Configuring a Web Services Infrastructure
- Configuring Network Application Services

Certification is not required for successful completion of this course.

## Windows Server Administrator

Course: CIS-253

Semester Hours: 3

Clock Hours: 135

### Prerequisite:

- *Computer Operating Systems & Hardware Fundamentals, Network Security and Networking Fundamentals are helpful*

### Available Learning Formats:

- *Online*
- *Hybrid*

### Description

A server administrator is responsible for the operations and day-to-day management of an infrastructure of servers for an enterprise organization. Windows server administrators manage the infrastructure, Web, and IT application servers. The Windows server administrators use scripts and batch files written by others or those that they occasionally write themselves to accomplish tasks on a regular basis. They conduct most server management tasks remotely by using Terminal Server or administration tools installed on their local workstation. A server administrator's primary tasks include:

- Managing the server operating system, file, and directory services
- Software distribution and updates
- Profiling and monitoring assigned servers
- Troubleshooting

Server administrators also support engineering projects. Server administrators are responsible for server builds and configuration. Their job role involves 60 percent operations, 20 percent engineering, and 20 percent support tasks.

### Specific topic coverage includes:

- Planning for Server Deployment
- Planning for Server Management
- Monitoring and Maintaining Servers
- Planning Application and Data Provisioning
- Planning for Business Continuity and High Availability

Certification is not required for successful completion of this course.

## Windows Server Enterprise Administrator

Course: CIS-254

Semester Hours: 3

Clock Hours: 135

### Prerequisite:

- *Computer Operating Systems & Hardware Fundamentals, Network Security and Networking Fundamentals are helpful*

### Available Learning Formats:

- *Online*
- *Hybrid*

### Description

This course is designed to prepare you for managing a server environment. It prepares the student for the challenges faces a Microsoft networking professional. Lectures, projects and exercises reinforce skills as they are learned.

Specific topics include:

- Introduction to Windows Server 2003
- Managing Hardware Devices
- Implementing and Managing Groups
- Managing Access to Files, Disk and Data Storage
- Advanced File System Management
- Implementing and managing Printing
- Implementing and Using Group Policies
- Administering a Server
- Monitoring Server Performance
- Managing and Implementing Backups and Disaster Recovery
- Administering Web Resources
- Security Basics for Windows Server 2003

Certification is not required for successful completion of this course.

## Network Server 2003

### Managing a Microsoft Windows Server Environment

Course: CIS-260

Semester Hours: 3

Clock Hours: 135

#### Prerequisite:

- *Computer Operating Systems & Hardware Fundamentals, Network Security and Networking Fundamentals are helpful*

#### Available Learning Formats:

- *Online*
- *Hybrid*

#### Description

This course is designed to prepare you for managing a server environment. It prepares the student for the challenges faces a Microsoft networking professional. Lectures, projects and exercises reinforce skills as they are learned.

#### Specific topics include:

- Introducing Microsoft Windows Server 2003
- Administering Microsoft Windows Server 2003
- Monitoring Microsoft Windows Server 2003
- Backing Up and Restoring Data
- Maintaining the Operating System
- Working with User Accounts
- Working with Groups
- Working with Computer Accounts
- Sharing File System Resources
- Working with Printers
- Managing Device Drivers
- Managing Disk Storage

Certification is not required for successful completion of this course.

## Managing a Microsoft Windows Server Network

Course: CIS-261

Semester Hours: 3

Clock Hours: 135

### Prerequisite:

- *Computer Operating Systems & Hardware Fundamentals, Network Security and Networking Fundamentals are helpful*

### Available Learning Formats:

- *Online*
- *Hybrid*

### Description

This course is designed to prepare you for managing a server network. It prepares the student for the challenges faced as a Microsoft networking professional. Lectures, projects and exercises reinforce skills as they are learned.

### Specific Topics include:

- Configuring a Network Interface
- Implementing Dynamic Host Configuration Protocol (DHCP)
- Managing and Monitoring DHCP
- Configuring Name resolution
- Implementing and Managing the DNS Service and WINS
- Securing Network Traffic
- Remote Access
- Internet Authentication Service
- Routing
- Security Templates
- Troubleshooting Network Connectivity

Certification is not required for successful completion of this course.

## **Configuring Windows Server Active Directory**

*Course: CIS-262*

*Semester Hours: 3*

*Clock Hours: 135*

*Prerequisite:*

- *Computer Operating Systems & Hardware Fundamentals, Network Security and Networking Fundamentals are helpful*

*Available Learning Formats:*

- *Online*
- *Hybrid*

### **Description**

This course is designed to prepare the student for the challenges faced as a Microsoft networking professional. Lectures, projects and exercises reinforce skills as they are learned.

*Specific topics include:*

- Introduction to Active Directory
- Name Resolution and DNS
- Active Directory Design Philosophy, Architecture and Replication
- Active Directory Logical and Physical Design
- Operations Masters
- Active Directory Authentication and Security
- Managing Users, Groups and Resources
- Group Policy for Corporate Policy
- Deploying and Managing Software with Group Policy
- Monitoring and Optimizing Active Directory
- Disaster Recovery

Certification is not required for successful completion of this course.

## Planning a Microsoft Windows Server Network

Course: CIS-263

Semester Hours: 3

Clock Hours: 135

### Prerequisite:

- *Computer Operating Systems & Hardware Fundamentals, Network Security and Networking Fundamentals are helpful*

### Available Learning Formats:

- *Online*
- *Hybrid*

### Description

This course is designed to prepare you for the challenges you will face as a Microsoft networking professional. Lectures, projects and exercises reinforce skills as they are learned.

### Specific Topics Include:

- Overview of Planning a Windows Server 2003 Network
- TCP/IP Architecture
- Planning and Configuring Routing and Switching
- Planning, Configuring and Troubleshooting DHCP and WINS
- Planning a DNS Strategy
- Managing and Troubleshooting DNS
- Planning and Managing Certificate Services and IP
- Security (IPSec)
- Planning Network Access
- Planning and Implementing Server Availability
- Planning Server and Network Security
- Problem Recovery

Certification is not required for successful completion of this course.

## Microsoft Exchange Server Administration

Course: CIS-264

Semester Hours: 3

Clock Hours: 135

### Prerequisite:

- *Computer Operating Systems & Hardware Fundamentals, Network Security and Networking Fundamentals are helpful*

### Available Learning Formats:

- *Online*
- *Hybrid*

### Description

This course covers Microsoft Exchange Server 2003 Administration. It will empower students to successfully move into a role as an IT professional and administer a Server 2003 network in a business environment. And its hands-on approach will also prepare students to face the real-life challenges of a Microsoft Networking Professional. Projects and exercises reinforce skills as they are learned.

### Specific topics include:

- Microsoft Exchange Server 2003 and Active Directory
- Planning a Microsoft Exchange Server 2003 Infrastructure
- Configuring a Microsoft Exchange Server 2003 Infrastructure
- Installing Exchange Server Clusters and Front-End and Back-End Servers
- Managing Recipient Objects and Address Lists
- Public Folders
- Virtual Servers
- SMTP Protocol Configuration and Management
- Microsoft Exchange Server 2003 Security
- Backup and Restore
- Monitoring Microsoft Exchange Server 2003
- Troubleshooting Microsoft Exchange Server 2003

Certification is not required for successful completion of this course.

## **Designing Security for a Microsoft Windows Server**

*Course: CIS-265*

*Semester Hours: 3*

*Clock Hours: 135*

*Prerequisite:*

- *Computer Operating Systems & Hardware Fundamentals, Network Security and Networking Fundamentals are helpful*

*Available Learning Formats:*

- *Online*
- *Hybrid*

### **Description**

This course is designed to prepare the student for the challenges faced as a Microsoft Networking Professional providing support in the field of network security in a business environment. Lectures, reviews, and exercises reinforce skills as they are learned.

*Specific topics include:*

- Designing a Secure Network and Framework
- Securing Servers Based on Function
- Designing a Secure Public Key Infrastructure
- Securing the Network Management Process
- Securing Network Services and Protocols
- Securing Internet Information Services
- Securing VPN and Extranet Communications
- Securing Active Directory
- Securing Network Resources
- Securing Network Clients

Certification is not required for successful completion of this course.

## Networking Configuration

### Cisco Configuration

Course: CIS-270

Semester Hours: 6

Clock Hours: 270

*Prerequisite:*

- *Computer Operating Systems & Hardware Fundamentals and Networking Fundamentals are helpful*

*Available Learning Formats:*

- *Online*
- *Hybrid*

### Description

Cisco Certified Network Associate (CCNA) validates the ability to install, configure, operate and troubleshoot medium-size routed and switched networks, including implantation and verification of connections to remote sites in a WAN. CCNA curriculum includes basic mitigation of security threats, introduction to wireless networking concepts, technology and performance based skills.

*Specific topics include:*

- Internetworking
- Ethernet and Data Encapsulation
- Introduction to TCP/IP
- Easy Subnetting
- Variable Length Subnet Masks (VLSMs)
- Cisco's Internetworking Operating System (IOS)
- Managing a Cisco Network
- IP Routing
- Enhanced Interior Gateway Routing Protocol (EIGRP) and Open Shortest Path First (OSPF)
- Layer 2 Switching and Spanning Tree Protocol (STP)
- Virtual Local Area Networks (VLANs)
- Security
- Network Address Translation (NAT)
- Cisco's Wireless Technologies
- Internet Protocol Version 6 (IPv6)
- Wide Area Networks

Certification is not required for successful completion of this course.

## SharePoint

### Configuring Microsoft SharePoint

Course: CIS-280

Semester Hours: 5

Clock Hours: 225

*Prerequisite:*

- None

*Available Learning Formats:*

- Online
- Hybrid

### Description

This course is designed for designing and deployment of Microsoft SharePoint Server 2010 infrastructures. Typical students might work as senior administrators who act as the technical lead over a team of administrators. The successful student is responsible for the planning and deployment of SharePoint 2010 environments.

Topics include planning, designing and maintaining:

- Physical topologies and services architecture
- Disaster recovery (backup, restore) and availability
- Infrastructure capacity (users, topology)
- Farm performance and availability
- Migration and upgrade
- Security and compliance requirements
- Information architecture (interprets taxonomy)
- Information search strategy integration with other data sources (LOB, third-party products)
- Client application services deployment

Certification is not required for successful completion of this course.

## Virtualization

### Network Virtualization

*Course: CIS-290*

*Semester Hours: 5*

*Clock Hours: 225*

*Prerequisite:*

- none

*Available Learning Formats:*

- *Online*
- *Hybrid*

### Description

Topics include

- Installation
- Deployment
- Scaling
- Managing VMware vSphere environments

NOTE: If seeking certification, additional prerequisites are necessary by obtaining a minimum of six months experience with VMware infrastructure technologies.

Certification is not required for successful completion of this course.

## Testimonials

Are you still not sure about enrolling with California Institute of Arts & Technology? Read some testimonials from our satisfied students below. At CIAT, we pride ourselves on making sure our students have the materials and training needed to pass their exams on the first try. In our work with getting major defense contractors DOD 8570 compliant, our students had a **97.5% passing rate**. With results like this, it's no wonder CIAT is the first choice for students looking for guaranteed IT certification. Below you can read some testimonials from some of our satisfied students:

"The training was outstanding in preparing me for taking the CompTIA Security+ Certification exam. Steve Linthicum is an excellent instructor and is obviously an expert in the IT field. I would love to take more courses that he teaches."

**Franklin G.**

"Too bad this survey only goes to *Excellent*. Steve L. was certainly at the *Head of the Class!*"

**Rodney A.**

"Of all the other training material I had (books, sample tests, review guides); your class gave me the best insight as to what was needed to pass the Security+ test."

**Eric W.**

"Steve does a great job of teaching in a way that helps the students remember the material. He really is a great instructor. I have already taken two courses from him and would take more given the opportunity."

**Scott M.**

"I was 100% confident that I would pass the exam. I will be much more confident working with Windows XP in the future. The course was well worth the time spent on it. The instructor kept my attention throughout the course with knowledgeable explanations of the material. The instructor's knowledge and experience was evident throughout the course. I passed the exam – all expectations met"

**Alan P.**

“This course was excellent. The labs did an excellent job of helping me learn the material. I was able to take the source code with me and extend on them for more personal learning. The instructor was extremely helpful and knowledgeable on the material. I will definitely look for my next training course with CIAT.”

**Gerald B.**