

```
31 def __init__(self):
32     self.file = None
33     self.fingerprints = set()
34     self.logdupes = True
35     self.debug = debug
36     self.logger = logging.getLogger(__name__)
37     if path:
38         self.file = open(os.path.join(path, 'requests.log'), 'w')
39         self.file.seek(0)
40         self.fingerprints.update(self.request_fingerprint(request))
41
42 @classmethod
43 def from_settings(cls, settings):
44     debug = settings.getbool('DEBUG')
45     return cls(job_dir(settings), debug)
46
47 def request_seen(self, request):
48     fp = self.request_fingerprint(request)
49     if fp in self.fingerprints:
50         return True
51     self.fingerprints.add(fp)
52     if self.file:
53         self.file.write(fp + os.linesep)
54
55 def request_fingerprint(self, request):
56     return request_fingerprint(request)
```

SCHOOL CATALOG

Version 4.1

January 15, 2021 – December 31, 2021



NYC Data Science Academy | nycdatascience.com

500 Eighth Ave., Suite 905 | New York, NY 10018 | Phone: 917-383-2099 | Fax: 917- 924-2242

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ACADEMIC CALENDARS FOR 2021

1. RESIDENTIAL OR REMOTE LIVE BOOTCAMP

Winter Quarter

January 11, Monday First Day of Class
 January 18, Monday Martin Luther King, Jr. Day
 February 15, Monday Presidents' Day
 April 2, Friday Last Day of Class

Spring Quarter

April 6, Tuesday First Day of Class
 May 31, Monday Memorial Day Holiday
 June 25, Friday Last Day of Class

Summer Quarter

June 28, Monday First Day of Class
 July 5, Monday Independence Day (Observed)
 September 6, Monday Labor Day Holiday
 September 17, Friday Last Day of Class
 September 20 – September 24 Fall Break

2021 Fall Quarter

September 27, Monday..... First Day of Class
 October 11, MondayColumbus Day
 November 11 Thursday..... Veterans Day
 November 25-26 Thanksgiving Holiday
 December 21, Tuesday Last Day of Class
 Dec. 22 – Dec.31..... Winter Holiday Break

2. ONLINE BOOTCAMP

Winter Quarter	Winter Mid-Quarter
January 4, Monday First Day of Class January 18, Monday Martin Luther King, Jr. Day February 15, MondayPresidents Day April 5, Monday Easter Monday April 23, Friday Last Day of Class (Full-time) May 31, Monday Memorial Day Holiday June 18, FridayLast Day of Class (Part-time)	February 16, Tuesday First Day of Class May 31, Monday Memorial Day Holiday June 7, Monday Last Day of Class (Full-time) July 5, Friday..... Independence Day (observed) August 2, Monday Last Day of Class (Part-time)
Spring Quarter	Spring Mid-Quarter
April 6, Tuesday First Day of Class May 31, Monday Memorial Day Holiday April 5, Monday Easter Monday July 5, Friday.....Independence Day (observed) July 23, Friday Last Day of Class (Full-time) September 6, Monday Labor Day Holiday September 17, Friday..... Last Day of Class (Part-time)	May 17, Monday First Day of Class May 31, Monday Memorial Day Holiday July 5, Friday.....Independence Day (observed) September 3, Friday Last Day of Class (Full-time) September 6, Monday Labor Day Holiday October 11, Monday Columbus Day October 29, Friday Last Day of Class (Part-time)

Summer Quarter	Summer Mid-Quarter
<p>June 28, Monday First Day of Class July 5, Friday..... Independence Day (observed) September 6, Monday Labor Day Holiday October 11, MondayColumbus Day October 15, Friday Last Day of Class (Full-time) November 11 Thursday.....Veterans Day November 25-26..... Thanksgiving Holiday December 10, Friday Last Day of Class (Part-time)</p>	<p>August 9, Monday First Day of Class September 6, Monday Labor Day Holiday October 11, MondayColumbus Day November 11 Thursday.....Veterans Day November 25-26..... Thanksgiving Holiday December 4, Friday Last Day of Class (Full-time) Dec.24-31,2021 Winter Holiday Break Jan.17, 2022.....Martin Luther King, Jr. Day Jan.21, 2022..... Last Day of Class (Part-time)</p>
Fall Quarter	Fall Mid-Quarter
<p>September 27, Monday First Day of Class October 11, MondayColumbus Day November 11 Thursday.....Veterans Day November 25-26..... Thanksgiving Holiday Dec.24-31,2021 Winter Holiday Break Jan.17, 2022.....Martin Luther King, Jr. Day Jan.21, 2022..... Last Day of Class (Full-time) Feb.21, 2022Presidents' Day Mar.18, 2022.....Last Day of Class (Part-time)</p>	<p>November 8, Monday First Day of Class November 11 Thursday.....Veterans Day November 25-26..... Thanksgiving Holiday Dec.24-31,2021 Winter Holiday Break Jan.17, 2022..... Martin Luther King, Jr. Day Feb.21, 2022Presidents' Day Mar.4, 2022 Last Day of Class (Full-time) Apr.5, 2022..... Easter Monday Apr.29, 2022.....Last Day of Class (Part-time)</p>

Welcome

Dear Student,

On behalf of the faculty and staff at NYC Data Science Academy, I want to welcome you and congratulate you on your decision to expand your professional career in the data science field! In today's world, technological advancement is a constant, and innovations change not only how businesses operate but also the ways we live, learn, work, and entertain. Therefore, learning has become an exciting life-long process we must all experience to reach our full potential in pursuing professional career goals and in our quest for happiness and purpose in life.

The data science field has been evolving rapidly in the past decade. Globalization of the economy and competitions in the world-wide arena have compelled businesses across all industries to strive for operational effectiveness and efficiency. Since data science plays such a critical role in finding the optimal solution to business operational problems, every business enterprise turns to data analysts and data scientists to do data mining and gain business insights for continuous operational improvement. As a result, data science today is one of the fastest growing career fields. According to the U.S. Bureau of Labor Statistics, "Employment of operations research analysts is projected to grow 26 percent from 2018 to 2028, much faster than the average for all occupations" (<https://www.bls.gov/ooh/math/operations-research-analysts.htm>). NYC Data Science Academy was founded in 2013 to train data science professionals to meet the growing need for such operations research analysts.

At NYC Data Science Academy, you are joining fellow students who share a common interest in data science and aspire to be data scientists in the long run. You will find a safe and supportive environment that is conducive to learning. The pace of learning in the Data Science Bootcamp is accelerated and calls for full-time engagement in and out of classes. The more effort you put into the learning process, the more you will learn and the greater success you can expect from your endeavors. Our faculty and staff are here to facilitate your success!

Again, welcome, and enjoy your journey of learning at our Academy!

Sincerely,

Shangxuan Zhang

Shangxuan Vivian Zhang
Founder and School Director
Chief Technology Officer

INSTITUTIONAL OVERVIEW

MISSION

A proprietary school for advanced professional education and training, NYC Data Science Academy's mission is to provide accelerated data science training programs and courses that prepare people for employment opportunities across all industries.

OVERARCHING GOALS

To fulfill its mission, NYC Data Science Academy has established the following overarching goals to guide and drive its institutional planning, operations, and effort for continuous improvement:

- Develop educational programs and courses that contain the core knowledge and skills needed for data science professionals.
- Design curriculums that are market-oriented, competency-based, and career-focused and provide graduates with a competitive edge for career opportunities in the data science field.
- Employ instructors with strong educational credentials and data science experience to deliver effective instruction and help students achieve the expected learning outcomes.
- Market educational programs and services effectively and responsibly to increase student population in both residential and online programs, maximize benefits to students, and ensure the Academy's sustained growth.
- Seek input from industry professionals on curricular contents, learning resources, student learning outcomes, and graduate employability.
- Provide effective administrative and student support services to ensure that students have satisfactory experience and learn in a safe and conducive environment.
- Adopt a systematic process for planning, implementation, evaluation of effectiveness, and use of evaluation results for continuous improvement in quality of instruction, learning, and support services.
- Instill in students a passion for data science and a commitment to life-long learning.

LICENSURE AND APPROVAL

NYC Data Science Academy has been granted Licensure by the New York State Education Department, Office of Adult Career and Continuing Education Services, Bureau of Proprietary School Supervision (BPSS), to operate as a Private Career School, with the license number #2041 currently on extension during the Coronavirus pandemic.

NYC Data Science Academy is approved by the Bureau of Proprietary School Supervision to offer vocational programs and professional development courses in the data science field.

NYC Data Science Academy is currently not accredited by any accrediting agency.

HISTORY AND OWNERSHIP

Founded in 2013, NYC Data Science Academy is a proprietary school designed to provide advanced professional training programs and courses in the field of data science. The worldwide community of data scientists have developed tools that allow companies, agencies, and individuals to access massive data sets that were previously inaccessible. The Academy grew out of the combined expertise and commitment of a group of data science and big data professionals to fill a need in the technology industry for data scientists. NYC Data Science Academy prepares its students to use data science tools and apply them to real world situations. Since its founding in late 2013, NYC Data Science Academy has helped several thousand people become data science professionals and develop their careers in a fast-growing career field.

NYC Data Science Academy, Inc. is owned by SupStat, Inc., a Delaware corporation with principal offices located at 500 Eighth Ave., Ste. 905, New York, NY 10018. Phone: 917-383-2099, Fax: 917-924-2242.

EXECUTIVE OFFICERS

Newton Cheng, Chief Executive Officer
Shangxuan Vivian Zhang, School Director & Chief Technology Officer
Dr. H. Paul Bao, Director of Education & Compliance

FACILITIES AND EQUIPMENT

NYC Data Science Academy is conveniently located in a modern office building in midtown Manhattan and is easily accessible by public transportation. NYC Data Science Academy facilities meet ADA accessibility standards. The school has two classrooms with desks and chairs, one multi-purpose room with desks and chairs, two small private meeting rooms with furniture, one large lounge area with couch, sofa, tables, chairs, refrigerator, built-in book cases, coffee and water service equipment, and a large office area for administrators, faculty and staff. The total space the school occupies is over 4,000 square feet.

NYC Data Science Academy's equipment includes but are not limited to desks, chairs, tables, projectors, projector screens, video cameras, audio equipment, whiteboards, HDMI cables, DVI <> HDMI adapters, video and audio editing equipment, and equipment for amenities in the student lounge and staff office areas.

Students are required to bring their personal laptops to class which are running Windows, OS X,

Linux, or any other serviceable operating system. Students are trained in downloading all data science software, all of which is open source, free, and readily available.

High-speed internet access is provided in all areas of the facility. NYC Data Science Academy provides a network drive for students to create clusters for big data. The classroom has computer projection capability. Students can share their projects and assignments through Join Me.

HOURS OF OPERATION

Classrooms are open during the following hours except holidays and school breaks:

Monday – Thursday: 9:30 a.m. – 9:30 p.m.

Friday: 9:30 a.m. - 5:30 p.m.

Saturday & Sunday: 10:00 a.m. – 5:30 p.m.

Administrative Office is open during the following hours except holidays and school breaks:

Monday – Friday: 9:00 a.m. – 6:00 p.m.

CONSUMER INFORMATION

About the Catalog

This Catalog is published in order to inform students and others of NYC Data Science Academy's academic programs, courses, policies, calendar, tuition, fees, administration, and faculty. This Catalog is published for informational purposes only and is not intended as a contractual agreement between NYC Data Science Academy and any individuals. The information provided is current and accurate as of the date of publication.

NYC Data Science Academy reserves the right to make changes within the terms of this Catalog, which may affect any of the information published, and to make such changes, if necessary, without prior notice to individual students. As such changes may occur, these will be published in a Catalog Addendum, which is intended as, and is to be regarded as an integral part of this Catalog.

NYC Data Science Academy expects its students to read and understand the information published in this Catalog and in any Catalog Addendum identified as belonging to this Catalog. Failure to read and understand this Catalog will not excuse any student from the application of any requirement or policy published herein.

The student should be aware that some information in the catalog may change. It is recommended that students considering enrollment check with the School Director to determine if there is any change from the information provided in the catalog. In addition, a catalog will contain information on the school's teaching personnel and courses/curricula offered. Please be advised that the State Education Department separately licenses all teaching

personnel and independently approves all courses and curricula offered. Therefore, it is possible that courses/curricula listed in the school's catalog may not be approved at the time that a student enrolls in the school or the teaching personnel listed in the catalog may have changed. It is again recommended that you check with the Director to determine if there are any changes in the courses/curricula offered or the teaching personnel listed in the catalog.

Nondiscrimination

NYC Data Science Academy affirms a policy of equal employment opportunity, equal educational opportunity, nondiscrimination in the provision of educational services to the public, and administering all educational programs and related supporting services and benefits in a manner that does not discriminate because of a student's race, color, creed or religion, sex or sexual orientation, national origin, age, physical or mental disadvantage, or other factors, which cannot lawfully be the basis for an employment decision.

College Credit Disclaimer

Licensed private career schools in the State of New York offer curricula measured in clock hours or competency gained, not in credit hours. Certificates of completion—that is, school diplomas—are issued to students who meet clock hour or competency requirements. The granting or recognition of any college credit to students who participated in and/or completed a program at a licensed private career school is solely at the discretion of the institution of higher education that the student may opt to subsequently attend.

NYC Data Science Academy does not measure its program or courses in credit hours and therefore does not promise or guarantee that any other institution of higher learning would recognize or grant any credit for the training hours a student receives from the Academy.

Credit for Prior Learning or Experience

Applicants with prior learning in the discipline of Data Science may request to have their transcript evaluated for possible transfer of credit. In order for any course credit to be considered for transfer of credit, the course must cover similar topics, have similar number of contact hours, and have similar project outcomes as the corresponding component of the Data Science Bootcamp curriculum. Such request for evaluation must be submitted prior to enrollment in the Data Science Bootcamp. A prospective student may obtain a Transfer Credit Request Form from his/her Admissions Officer. In completing the request, the prospective student is required to provide support documents to demonstrate the required elements for evaluation, e.g., academic transcript, school catalog, course syllabus, and completed project with supporting details. The Academy's faculty will evaluate the request along with supporting documents within a week of submission and make the decision on whether any transfer credit could and will be granted. The applicant will be notified of the decision within 10 business days of the submission of the request.

Class Size

For the residential or in-person Data Science Bootcamp, the class section capacity is approved by BPSS to be 25 students. For the online Data Science Bootcamp, the class section capacity is approved to be 30 students. Multiple instructors are involved in teaching various subject topics in the bootcamp programs, and teaching assistants are also available to assist students in their

learning process.

For professional development courses, the class size is typically 8-25 students taught by one instructor. The maximum student to teacher ratio for one course is approved by BPSS to be 30:1. When the class size is greater than 25, a Teaching Assistant will be assigned to help the instructor in the classroom.

Textbooks and Supplies

Textbooks are not required. All learning materials are provided to students in the form of slides and other digital documents. The learning materials have all been developed in-house by a talented pool of full-time instructors who are also data science and computer science professionals.

Students are required to bring their personal laptops to class which are running Windows, OS X, Linux, or any other serviceable operating system. Students are trained in downloading all data science software, all of which is open source, free, and readily available.

Students receive an electronic copy of the course materials and all related code at the beginning of or before each class.

The curricular materials are copyrighted intellectual properties of NYC Data Science Academy. They are meant for students' personal use only. Any duplication or sharing of such curricular materials is illegal, and the Academy may take legal actions against such illegal use of its copyrighted materials.

Accessibility

NYC Data Science Academy offers accessibility for students with need for American with Disabilities Act (ADA) accommodations. In order for the Academy to provide such accommodation, any prospective student or current student who needs ADA accommodations must disclose such information to the Student Service Officer during the admissions process or while in school.

ADMISSIONS REQUIREMENTS AND PROCESS

VOCATIONAL DATA SCIENCE BOOTCAMP PROGRAMS

To enroll in the NYC Data Science Academy Bootcamp programs, applicants must:

- Possess a minimum of a Bachelor's Degree. Degrees in Math, Science or Technology are highly desirable. However, candidates with strong domain knowledge in an area that employs data scientists, and some background in either coding or statistics, will also be considered.
- Complete an online application.
- Participate in an interview with an Admissions Officer.
- Complete and submit the Academy's Technical Assessment.
- Have a laptop running Windows, OS X or Linux to bring to class. The laptop computer must meet the minimum specifications in the table below:

Minimum	Recommended
2.3GHz dual-core Intel Core i5	2.6GHz 6-core Intel Core i7
8GB Memory	16GB Memory
128GB Storage	256GB SSD Storage

Applicants who do not have a bachelor's degree but have at least a high school diploma may qualify for admittance by successfully completing all the three courses for Bootcamp Preparation.

Applications to the NYC Data Science Academy Bootcamp programs may be obtained online at [www.nycdatascience.com\data-science-bootcamp](http://www.nycdatascience.com/data-science-bootcamp) .

PROFESSIONAL DEVELOPMENT COURSES

NYC Data Science Academy also offers stand-alone courses that are professional development in nature. To enroll in the NYC Data Science Academy's professional development courses, registration is available online at nycdatascience.com/courses/. Students may elect to sign up for any course listed on the website. Students are admitted on a first come/first served basis. Although there are no prerequisite course requirements, certain recommended prior knowledge and skills are listed in each professional development course description. These courses are designed for self-enrichment and professional development. They are not meant to prepare any student for any new employment opportunity in the data science field.

For all professional development courses, the admissions deadline is 24 hours before the first meeting of the course. For professional development courses, the admission process is on a rolling basis. NYC Data Science Academy reserves the right to make exceptions and admit students to a given course after the admission deadline has passed under special circumstances.

LATE START

Students enrolled in vocational bootcamps and avocational professional development courses are expected to start on the first day of class for the enrolled bootcamp or course. When there is

a waitlist situation or any extenuating circumstance, a student may start on the first scheduled day of class in the second week, but no later than that. Under no circumstances could any student be allowed to start beyond the maximum class size as approved by New York State Education Department's Bureau of Proprietary School Supervision.

OTHER ADMISSIONS RELATED INFORMATION

NYC Data Science Academy does not admit ability-to-benefit student.

NYC Data Science Academy is not eligible to issue student visas. Therefore, enrollment cannot be used as part of a student visa application.

NYC Data Science Academy has no transfer or articulation agreements with any other college or university that provides for the transfer of training hours earned in the Data Science Bootcamp programs.

Whether or not the training you received at NYC Data Science Academy would be recognized as equivalent academic credits is at the complete discretion of the institution to which you may seek enrollment in the future. Recognition of any academic credit value associated with the certificate of completion you earn in the training program is also at the complete discretion of the institution to which you may seek to enroll in the future.

For the very reasons above, NYC Data Science Academy does not imply, promise or guarantee that your training hours in its Data Science Bootcamp programs or its professional development courses would be recognized for any academic credit value at any other educational institution.

ACADEMIC PROGRAM AND COURSE INFORMATION

DATA SCIENCE BOOTCAMP – RESIDENTIAL

Program Name: Data Science Bootcamp
Program Length: 420 Clock Hours; 12 Weeks
Credential Awarded: Certificate of Completion
Mode of Delivery: Residential

Program Objective

Data science is a fast-evolving field and offers many employment opportunities for people with strong operational analysis background. In recent years, technological development in data collection and storage and innovations in data science tools and methodologies have made it even more important to have properly trained data analysts and data scientists to perform data analyses to gain business insights. NYC Data Science Academy designed the Data Science Bootcamp to provide accelerated training to fulfill the need of data science professionals in the employment market. The objective of the Data Science Bootcamp is to provide training in major data science tools and methods which prepares students for employment opportunities across all industries as data science professionals.

Program Description

The Data Science Bootcamp program is an advanced certificate program that is designed primarily for individuals who have earned a baccalaureate or higher degree and want to further their career in the field of data science. It is a very accelerated training program in which students learn the major tools and methods for performing data analyses and apply them to various projects typically found in the data science field. At the foundation level of the program, students learn to employ R and Python for data analytics projects and for presenting research results effectively. Beyond the foundational level, students study machine learning with R and Python and carry out research projects that involve advanced data science methods and strategies. The program also exposes students to concepts and practices in deep learning and big data.

Data Science Career Opportunities

Data science is a high demand career field based on statistical information published by the U.S. Bureau of Labor. According to the Bureau of Labor statistics, “Employment of operations research analysts is projected to grow 26 percent from 2018 to 2028, much faster than the average for all occupations. As technology advances and companies seek efficiency and cost savings, demand for operations research analysis should continue to grow.”

(<https://www.bls.gov/ooh/math/operations-research-analysts.htm>) Graduates from the Data Science Bootcamp are prepared for employment opportunities across all business industries as Data Analysts and Data Scientists.

Program Exit Competencies

Students who have successfully completed the Data Science Bootcamp are able to:

- Demonstrate proficiency in using GitHub for version control and collaboration with other coders.
- Extract relevant data in a desirable format from an SQL database.
- Operate a Linux system for data science projects.
- Manipulate data proficiently to facilitate advanced data analyses with R.
- Gain business insights through data analytics in a given data science project.
- Present effectively the project deliverables with ggplot2 and Shiny.
- Utilize object-oriented programming and functional programming for better readability and efficiency.
- Manipulate data proficiently with Numpy, SciPy, and pandas.
- Conduct web scraping to collect unstructured data for a given data science project.
- Interpret statistical inference implied by a statistical model.
- Perform model selection through statistical analysis and evaluations.
- Characterize the statistical properties of a cluster or factor generated through unsupervised learning.
- Explain the mathematical structure behind a given machine learning model.
- Perform feature engineering to identify alternatives for final feature selection.
- Select machine learning models through comparative analysis and evaluations.
- Identify commonalities among the variables or the observations through unsupervised learning algorithms.
- Apply data analytics tools and methods in a big data environment.
- Demonstrate a fundamental understanding of TensorFlow and neural network.
- Build a deep learning model for image recognition and natural language processing.
- Complete a data science project by employing appropriate tools and methods to gain business insights and present such insights effectively.

Plan of Study

Course No.	Course Title	Clock Hours
DSBC501	Basic Data Science Toolkit	20
DSBC505	Data Science with R: Data Analytics	60
DSBC510	Data Science with Python: Data Analytics	60
DSBC515	Data Science with R: Machine Learning	90
DSBC520	Data Science with Python: Machine Learning	100
DSBC525	Data Science: Advanced Topics	40
DSBC530	Capstone Project	50

DATA SCIENCE BOOTCAMP – ONLINE

Program Name: Data Science Bootcamp
Program Length: 420 Clock Hours; 16 Weeks (Full-Time) and 24 weeks (Part-Time)
Credential Awarded: Certificate of Completion
Mode of Delivery: Online or Interactive Distance Learning

Program Objective

Data science is a fast-evolving field and offers many employment opportunities for people with strong operational analysis background. In recent years, technological development in data collection and storage and innovations in data science tools and methodologies have made it even more important to have properly trained data analysts and data scientists to perform data analyses to gain business insights. NYC Data Science Academy designed the Data Science Bootcamp to provide accelerated training to fulfill the need of data science professionals in the employment market. The objective of the Data Science Bootcamp - Online is to provide training in major data science tools and methods which prepares students for employment opportunities across all industries as data science professionals.

Program Description

The Data Science Bootcamp program is an advanced certificate program that is designed primarily for individuals who have earned a baccalaureate or higher degree and want to further their career in the field of data science. It is a very accelerated training program in which students learn the major tools and methods for performing data analysis and apply them to various projects typically found in the data science field. At the foundational level of the program, students learn to employ R and Python for data analytics projects and for presenting research results effectively. Beyond the foundational level, students study machine learning with R and Python and carry out research projects that involve advanced data science methods and strategies. The program also exposes students to concepts and practices in deep learning and big data.

Data Science Career Opportunities

Data science is a high demand career field based on statistical information published by the U.S. Bureau of Labor. According to the Bureau of Labor Statistics, “Employment of operations research analysts is projected to grow 26 percent from 2018 to 2028, much faster than the average for all occupations. As technology advances and companies seek efficiency and cost savings, demand for operations research analysis should continue to grow.”

(<https://www.bls.gov/ooh/math/operations-research-analysts.htm>) Graduates from the Data Science Bootcamp are prepared for employment opportunities across all business industries as Data Analysts and Data Scientists.

Program Exit Competencies

Students who have successfully completed the Data Science Bootcamp are able to:

- Demonstrate proficiency in using GitHub for version control and collaboration with other coders.

- Extract relevant data in a desirable format from SQL database.
- Operate a Linux system for data science projects.
- Manipulate data proficiently to facilitate advanced data analyses with R.
- Gain business insights through data analytics in a given data science project.
- Present effectively the project deliverables with data visualization packages.
- Perform object-oriented programming and functional programming for better readability and efficiency.
- Manipulate data proficiently with Numpy, SciPy, and pandas.
- Conduct web scraping to collect unstructured data for a given data science project.
- Interpret statistical inference implied by a statistical model.
- Perform model selection through statistical analysis and evaluations.
- Characterize the statistical properties of a cluster or factor generated through unsupervised learning.
- Explain the mathematical structure behind a given machine learning model.
- Perform feature engineering to identify alternatives for final feature selection.
- Select machine learning models through comparative analysis and evaluations.
- Identify commonalities among the variables or the observations through unsupervised learning algorithms.
- Apply data analytical tools and methods in a big data environment.
- Demonstrate a fundamental understanding of TensorFlow and neural network.
- Build a deep learning model for image recognition and natural language processing.
- Complete a data science project by employing appropriate tools and methods to gain business insights and present such insights effectively.

Plan of Study

Course No.	Course Title	Clock Hours
DSBC501	Basic Data Science Toolkit	20
DSBC505	Data Science with R: Data Analytics	60
DSBC510	Data Science with Python: Data Analytics	60
DSBC515	Data Science with R: Machine Learning	90
DSBC520	Data Science with Python: Machine Learning	100
DSBC525	Data Science: Advanced Topics	40
DSBC530	Capstone Project	50

VOCATIONAL PROGRAM COURSE DESCRIPTIONS

DSBC501 Basic Data Science Toolkit

Clock Hours: 20 (Lecture: 14; Lab: 6)

Prerequisite: None

The Unix environment is widely used in the data science field. Being familiar with the common tools is important in order to carry out further data analysis. This course enables students to communicate with the computers via the command line environment. It also introduces the SQL database, a traditional database that has been widely used in the enterprise setting, as well as GitHub, a file sharing platform generally used by programmers for version control.

DSBC505 Data Science with R: Data Analytics

Clock Hours: 60 (Lecture: 21; Lab: 39)

Prerequisite: None

This course is designed to provide a comprehensive introduction to the R programming language. Students will practice programming and analyzing data with R. Students will also learn to load, save, and transform data as well as how to write functions, generate graphs, and fit basic statistical models to data. In addition to a theoretical framework in which to understand the process of data analysis, this course focuses on the practical tools needed for data analysis. This course covers the creation of dynamic reports with the Knitr package in R as well as the creation of dynamic dashboards with Shiny. Students are required to complete a project demonstrating the ability to build a Shiny app in R.

DSBC510 Data Science with Python: Data Analytics

Clock Hours: 60 (Lecture: 24; Lab: 36)

Prerequisite: None

This course introduces students to data analysis with the Python programming language. Students learn to work with different data structures in Python and the most popular data analytics and visualization packages such as numpy, scipy, pandas, matplotlib, and seaborn. Students also learn to use iPython notebook to demonstrate the results of codes and change codes interactively. Ultimately, students will use data structures to solve problems, estimate the efficiency of a code, and design algorithms needed for given situations. Students are required to complete a project using web scraping techniques.

DSBC515 Data Science with R: Machine Learning

Clock Hours: 90 (Lecture: 29; Lab: 61)

Prerequisite: DSBC505

This course introduces both the theoretical foundation of machine learning algorithms and their practical applications in machine learning techniques with R. Students will learn to explain the underlying algorithms behind a machine learning model, interpret the statistical meaning of

the quantities generated by those models, and detect problems and improve performance based on the interpretations. Students will also learn to do data mining, interpret performance measures and perform dimension reduction; build linear models and perform hypothesis tests; and build non-linear models such as k-nearest neighbors models, Bayesian models, tree models, and support vector machines. To pass this course students are required to complete one machine learning project with R or Python.

DSBC520 Data Science with Python: Machine Learning

Clock Hours: 100 (Lecture: 32; Lab: 68)

Prerequisite: DSBC510

This course introduces both the theoretical foundation of machine learning algorithms and their practical applications in machine learning techniques with Python. Students will learn to explain or derive the mathematics behind a machine learning model, design a reusable and reproducible machine learning pipeline to generate an optimal model, and demonstrate the soundness and effectiveness of the final model. Students will also learn a sequence of models, including supervised learning algorithms such as linear models, tree-based models, support vector machines, Bayesian models, and k nearest neighbors models, and unsupervised learning algorithms such as principal component analysis and clustering. To pass this course students are required to complete one machine learning project with R or Python.

DSBC525 Data Science: Advanced Topics

Clock Hours: 40 (Lecture: 24; Lab: 16)

Prerequisite: DSBC515, DSBC520

This course offers students the opportunity to explore more advanced data science practices in Big Data and Deep Learning depending on their career interest. Students have the option to explore one or both topical areas in the final weeks while working on their capstone project. Topics will include Hadoop, Spark, Hive, Tensorflow, Natural Language Processing and any other topic the Academy deems appropriate based on new developments in the data science field.

DSBC530 Capstone Project

Clock Hours: 50 (Lecture: 0; Lab: 50)

Prerequisite: All Preceding DSBC Courses

The capstone project is designed for students to employ the major data science concepts, tools, and methods they have learned in the program to solve a business operational problem with real data sets from a real business entity. Students are presented data sets and potential problems to solve. Students are then required to form project teams, develop a project proposal for instructor review and approval, and execute the project. When the project is completed, each project team is required to present the project findings and share the business insights obtained from the research.

PROFESSIONAL DEVELOPMENT COURSES

NYC Data Science Academy recognizes that some people may want to take certain part-time courses in the data science field for self-enrichment or professional development. To meet such a need, the Academy has designed several such courses and gained approval from BPSS to offer them as professional development courses. Such courses are avocational in nature and are not designed to prepare students for seeking new employment as data science professionals. Even though the professional development courses may contain important topics, tools and methods that are widely used in the data science field, NYC Data Science Academy does not believe that taking one or several courses alone would prepare an individual student for a career in the data science field. Therefore, NYC Data Science Academy does not imply, promise or guarantee that students who have completed one or several of the professional development courses would be employable as a data science professional. For that very reason, NYC Data Science Academy does not provide employment assistance service to any student taking professional development courses.

Currently, NYC Data Science Academy is approved by BPSS to offer the professional development courses listed in the table below. However, whether a professional development course is offered at any given time depends on actual student interest or demand. Enrollment in such professional development courses is on a first-come, first-served basis, and NYC Data Science Academy reserves the right to cancel any course when enrollment does not meet the minimum requirement to form a class that would provide students with a meaningful educational experience. When such course cancelation occurs, the student enrolled in the course will receive a full refund for the tuition paid for it.

A full schedule of these courses can be found on the NYCDSA website at:

www.nycdatascience.com/courses

Course Title	Type of Course	Course Length	Part Time
Introduction to Python	Professional Development	5 Weeks / 20 Hours	✓
Introduction to R	Professional Development	2 Days / 14 hours	✓
Data Science with Python: Data Analysis and Visualization	Professional Development	5 Weeks / 20 Hours	✓
Data Science with R: Data Analysis and visualization	Professional Development	5 Weeks / 35 Hours	✓
Data Science with Python: Machine Learning	Professional Development	5 Weeks / 20 Hours	✓

Data Science with R: Machine Learning	Professional Development	5 Weeks / 35 Hours	✓
Big Data with Amazon Cloud, Hadoop/Spark and Docker	Professional Development	6 Weeks / 30 Hours	✓
Data Science with Tableau	Professional Development	4 Weeks/ 20 Hours	✓
Deep Learning	Professional Development	5 Weeks / 30 Hours	✓

PROFESSIONAL DEVELOPMENT COURSE DESCRIPTIONS

Introduction to R

Clock Hours: 14

Recommended Prior Knowledge and Skills: *Comfort with Windows, Mac or Linux environment and ability to install third party software*

This course is a 2-day intensive workshop on basic R programming. Students will learn how to load, save, and transform data as well as write functions, generate graphs, and run basic statistical models. Students will acquire not only the theoretical framework that helps them understand the process of data analysis, but also practical skills that allow them to utilize the tools in appropriate ways.

Introduction to Python

Clock Hours: 20

Recommended Prior Knowledge and Skills: *Comfort with Windows, Mac or Linux environment and ability to install third party software*

This is a class for people with no programming background who wish to learn basic Python programming. The course is designed those who need to do “data wrangling” – manipulating downloaded files to make them amenable to analysis. The course concentrates on language basics such as list and string manipulation, control structures, and simple I/O, and introduces modules for downloading data from the web.

Data Science with Python: Data Analysis and Visualization

Clock Hours: 20

Recommended Prior Knowledge and Skills: *Some fundamental knowledge of programming*

Designed for beginners, this class is an introduction to data analysis with the Python programming language. It introduces how to work with different data structures in Python and covers the most popular data analytics and visualization modules, including *numpy*, *scipy*, *pandas*, *matplotlib*, and *seaborn*. We use iPython notebook to demonstrate the results of codes and change codes interactively.

Data Science with R: Data Analysis and Visualization

Clock Hours: 35

Recommended Prior Knowledge and Skills: *Comfort with Windows, Mac or Linux environment and ability to install third party software*

This course is designed to provide a comprehensive introduction to R for data analytics. Students will learn the basics to initialize an R project, the packages for data analytics, and the tools to present analytical results by R. The basic task includes loading data and transforming data with proper custom or third-party functions provided by popular packages such as tidyverse. More advanced techniques for analysis consists of basic statistical methods such as t test, chi square test, and ANOVA, as well as visualizations with ggplot2. This course also covers practical tools to present analytical results, including knitr, which is a package for creating dynamic reports; and Shiny, which is a popular package that wraps JavaScript and HTML to allow the implementation of an interactive app with R.

Data Science with R: Machine Learning

Clock Hours: 35

Recommended Prior Knowledge and Skills: *Knowledge of R. Able to munge, analyze, and visualize data in R*

This course will introduce students to data mining, utilizing performance measures, performing dimension reduction, k-nearest neighbors, and Naïve Bayes models, tree models, and SVMs as well as the Association Rule for analysis. Students will explore a variety of data sets including dynamic, geographic data producing a variety of projections.

Data Science with Python: Machine Learning

Clock Hours: 20

Recommended Prior Knowledge and Skills: *Knowledge of Python. Able to munge, analyze, and visualize data in Python*

This course begins with simple linear regression and advances to support vector machines and clustering algorithms and ends with a project in which students access and analyze real data, utilizing the tools and skill sets taught throughout the course.

Big Data with Amazon Cloud, Hadoop/Spark and Docker

Clock Hours: 30

Recommended Prior Knowledge and Skills: *Familiarity with Linux file systems, Linux command line interface, and basic Linux commands. Knowledge of Python*

This class is an introduction to high performance computing and map-reduce platforms. Students will learn how to design and execute parallel algorithms with Python and R. They will also learn the concept of map-reduce and practices with Hadoop and Spark on a distributed system. After successful completion of this course, individuals will be able to design parallel code to solve a problem, be comfortable with map-reduce schema, and work on the Hadoop ecosystem to solve daily tasks.

Deep Learning

Clock Hours: 30

Recommended Prior Knowledge and Skills: *Advanced knowledge of Python, Linear Algebra, Multivariate Calculus*

This course is an introduction to artificial neural networks that brings high-level theory to life. It features interactive labs with TensorFlow -- the most popular open-source deep-learning library. The course covers knowledge across the major contemporary families: convolutional nets for machine vision; long short-term memory recurrent nets for natural language processing and time series analysis; generative adversarial networks for producing realistic images; and reinforcement learning for playing video games. Students are expected to obtain an intuitive understanding of deep learning foundations. In addition, all the abstract theories are paired with hands-on coding sessions with Jupyter notebooks. Students will learn to build production-ready deep learning applications, with good strategies for overcoming common pitfalls.

Data Science with Tableau

Clock Hours: 20

Recommended Prior Knowledge and Skills: *Comfort with Windows, Mac or Linux environment and ability to install third party software*

This course offers an accelerated, intensive learning experience with Tableau – the growing standard in business intelligence for data visualization and dashboard creation. Without prior experience, students will learn to work with multiple data sources, create compelling visualizations, and roll out their data science products to key stakeholders for continuous, scalable outputs. By building insight and weaving narrative, students will be empowered to harness data in a striking way that provides value to organizations both large and small.

ACADEMIC POLICIES AND PROCEDURES

DEFINITION OF A CLOCK HOUR

NYC Data Science Academy offers clock hour vocational programs and professional development courses. All courses offered at the Academy are measured in clock hours.

A clock hour is defined as 60 minutes with 50 minutes of class time and 10 minutes of break time. Breaks may be taken every clock hour or combined in two adjacent hours.

SATISFACTORY ACADEMIC PROGRESS

Measures of Progress

Student academic progress in the Data Science Bootcamp programs is measured in quantitative and qualitative terms. The Quantitative Measure for progress is student attendance rate. The minimum standard for satisfactory progress is to complete 85% of the scheduled clock hours at each evaluation point of the program. Additionally, the Maximum Timeframe in which a student must complete the total program clock hours is 150% of the set program length in weeks. For example, a student enrolled in a 12-week program must complete the total number of clock hours of the program within 18 weeks.

The Qualitative Measure for satisfactory academic progress is successful completion of course projects with at least a C grade at each Evaluation Point of the program. There are four projects in the program. At each Evaluation Point, a student must have successfully completed the required number of projects in that period and achieve a Pass grade for required exams in that period to be considered meeting the Qualitative Measure satisfactorily.

Evaluation Points

Students in full-time bootcamp programs are evaluated for academic progress at two Evaluation Points. The first Evaluation Point is the half-way point of the program when students have completed at least 50% of the total program clock hours with 85% attendance rate and two of the four course projects. The second Evaluation Point is at the conclusion of the program when students have completed 100% of the total program clock hours with 85% attendance rate and all four course projects. Students in the Data Science Bootcamp – Online part-time program will have three Evaluation Points. Students must meet the milestone requirements as set in the Learning Management System for qualitative and quantitative measures respectively. The Evaluation Points for all vocational programs are listed in the table below.

Program	Evaluation Point I	Evaluation Point II	Evaluation Point III
Data Science Bootcamp – Residential	Week 6	Week 12	N/A
Data Science Bootcamp – Online Full-Time	Week 8	Week 16	N/A
Data Science Bootcamp – Online Part-Time	Week 8	Week 16	Week 24

At each Satisfactory Academic Progress (SAP) Evaluation Point, the Bootcamp Manager and the
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Student Services Officer will conduct evaluations and generate an SAP Report. Such an SAP Report is distributed to Bootcamp Coordinators to conduct SAP Advising and take appropriate intervening actions to facilitate student success. Consequences of Failure to Meet Minimum Standard

When a student fails to meet the minimum standard of one or more SAP measures, the student will be given **Academic Warning**, and an advising session will be held to inform the student of the failure to meet SAP standard(s). Students will be given a limited timeframe (typically no more than two weeks) to remedy the applicable academic deficiency.

When a student fails to remedy the applicable deficiency within the set timeframe, the student will be placed on **Academic Probation**. An advising session will be held to inform the student of the Academic Probation status and the severe consequence if the applicable deficiency is not remedied within a period of 30 days.

When a student fails to remedy the applicable deficiency or deficiencies within the **Academic Probation** period, the student will be dismissed from the program. Such **Academic Dismissal** is final and not appealable unless there are mitigating circumstances that had contributed to the failure to meet minimum standards and/or to the failure to remedy the applicable deficiency or deficiencies.

SAP Advising and Intervention

SAP Advising is usually conducted by Bootcamp Coordinators and Bootcamp Managers. Occasionally, faculty members and other academic administrators may conduct such SAP Advising sessions. An SAP Advising Form is to be used to document the advising session. One copy of the completed form is to be given to the student and the other one is to be placed in student file.

Depending on the specific circumstance of the student, the advisor may assign a Teaching Assistant or Academic Mentor or Instructor to assist the student in overcoming the learning challenges. Such intervening may include actions such as tutoring, make-up work, evaluative feedback on the student's project.

SAP Appeal

Academic Dismissal for failure to meet minimum SAP standard(s) may be appealed only when there are mitigating circumstances which the student believes have contributed to such a failure. A mitigating circumstance is defined as something that is beyond the control of the student. Examples of mitigating circumstances are call to military service, death of a family member, natural disasters, or other life-changing events such as a major accident or serious health problems.

Should there be a mitigating circumstance that had contributed to the failure to meet and remedy SAP deficiency, the student may, within three days of receiving the Academic Dismissal notice, write a letter of appeal to the Director of Education to present the reason(s) of the appeal and attach to the letter all relevant supporting documentation of the mitigating

circumstance. The Director of Education will evaluate the appeal and documentation and respond in writing to the student within seven days of receiving the appeal.

ASSESSMENT OF STUDENT WORK

Students are assigned a variety of work to reinforce learning and apply concepts, principles and skills to cases and problems. Some of the “homework” is not graded by Instructors and is often assessed informally in homework discussion sessions led by Teaching Assistants.

Three tests and one final exam are taken by the bootcamp students at different intervals and graded by TAs, and such grades are recorded as Pass or Fail and considered as part of student academic achievement. Four data analytics and data science projects are evaluated by Instructors and assigned A, B, C, or F grades. The four course projects are graded for three major categories: programming codes, critical analysis, and project presentation. The grading system is comprised of four grades: A, B, C, and F. A grading rubric is used for each project, and students are informed of grading criteria in the rubrics. When a student receives a failing grade for a given project, the student will receive academic advising to work on the project for improvement.

Instructors provide assessment feedback in oral and written formats. When the project is presented to the whole class, the instructor gives oral assessment feedback at the end of the respective project presentation. Within a week, written assessment feedback is provided to the student(s) regarding their project. Such written assessment feedback is collected and placed in a repository along with the student projects the School’s Learning Management System.

The four graded projects in the Data Science Bootcamp are:

- Shiny application in R
- Web scraping in Python
- Machine Learning (R or Python)
- Capstone Project

GRADUATION REQUIREMENTS

Students enrolled in vocational programs must meet the following requirements in order to graduate:

1. Attended a minimum of 85% of all class hours.
2. Successfully completed all four course projects and achieved a C or better grade.
3. Achieved a Pass grade for the first three of the four examinations.
4. Receive a Pass grade for required substantive interactions and participation. (Online only)
5. Fulfilled all financial obligations to the Academy.
6. Returned any loaned material to the Academy.

Students enrolled in professional development courses must meet the following requirements in order to be eligible for receiving the applicable certificate of course completion:

- Completed 80% of the assigned homework.
- Completed course project(s) as established in course syllabus.
- Attended a minimum of 85% of all class hours.

CREDENTIAL OF AWARD

The credential of award for the vocational Data Science Bootcamp programs is a Certificate of Completion.

Students who successfully complete a professional development course receives a Certificate of Completion for the applicable course.

ATTENDANCE FOR RESIDENTIAL STUDENTS

The faculty and staff of NYC Data Science Academy regards attendance for scheduled classes as part of expectations in a professional environment. Employers want to hire people who are reliable and will show up for work as scheduled. Therefore, students in both vocational programs and professional development courses are expected to attend all scheduled classes and participate in meaningful learning activities. Realistically, though, we recognize that extenuating circumstances could prevent some students from achieving 100% attendance. Therefore, students are required to attend a minimum of 85% of all required class hours in order to be eligible for receiving the certificate of completion for the applicable vocational program or professional development course.

The classroom instructor maintains the attendance roster. The attendance roster is kept at the school at all times. In the event that a substitute instructor conducts a class, the substitute instructor must initial the day's attendance.

Attendance is typically taken in the following manner:

1. Approximately ten minutes after class begins.
2. Approximately ten minutes before class ends.

A student arriving 15 minutes late for class is considered to be Tardy, and a student leaving class 15 minutes early is considered to be a Leave Early. Two Tardies or two Leaves Early or a combination of one Tardy and one Leave Early will constitute one hour (60 minutes) of absence.

Attendance rosters are kept in secure storage after the bootcamp term is over or a professional development course is completed. The Student Service Officer oversees maintaining such attendance records.

ATTENDANCE FOR ONLINE OR IDL STUDENTS

Attendance for students in the Online or Interactive Distance Learning (IDL) Data Science Bootcamp is recorded on a weekly basis. A week is defined as the period between 00:00 a.m. on Sunday and 11:59 p.m. on Saturday based on Pacific Time. To be counted as in

attendance, the student must meet the following criteria during the given week:

1. Watched at minimum 70% of the assigned lesson videos for the week;
2. Completed the required number of posts in Discussion Forum;
3. Completed the assigned assessment activities for the week;
4. Attended the required Live Learning Session of the applicable week;
5. Completed the required Code Review activities of the applicable week;
6. Participated in the required Project Mentoring activities of the applicable week; and
7. Completed at least one meeting with an Academic Mentor.

Consequence of Excessive Absences

The Student Services Officer monitors student attendance along with Bootcamp administrators. If a student in the residential bootcamp is absent three days consecutively without notifying the school, the student may be considered voluntarily withdrawn from the bootcamp program. The school will contact the student by telephone and in writing and formally advise the student of the withdrawal. In the event that excessive absences were caused by extenuating circumstances, the student may be advised to request a Leave of Absence. The student may also be considered to restart the program with the next available cohort and the tuition paid will remain valid, unless there has been a significant financial or educational change to the program, in which case, extra tuition may be assessed and charged. The student has the option to withdraw from the school, in which case refund calculations will be done according to the Academy's Refund Policy.

When a student in the IDL bootcamp did not meet the requirements to be considered present for one week, the Student Services Officer will contact the student in writing and formally advise the student that continued absence in the following week will result in dismissal from the program. In the event that excessive absences were caused by extenuating circumstances, the student may be advised to request a Leave of Absence. The student may also be considered to transfer to the next available cohort and the tuition paid will remain valid, unless there has been a significant financial or educational change to the program, in which case, extra tuition may be assessed and charged. The student has the option to withdraw from the school, in which case refund calculations will be done according to the Academy's Refund Policy.

ACADEMIC ADVISING

In addition to the academic advising for satisfactory academic progress situations, the administrators and instructors may find it necessary to advise students on poor attendance or poor academic performance on individual assignment, exam, or course project. Such academic advising is a proactive way to facilitate student success. This kind of academic advising could be informal or formal. Informal advising could be in the form of a conversation outside class time. Formal advising is typically in a meeting room or via a conference call, in which the reason for advising is explained and certain expectations are set up for the student to meet. Such formal academic advising is usually documented with an Academic Advising Form, which requires signatures of both the advisor and the student.

GUEST SPEAKERS AND SPECIAL EVENTS

NYC Data Science Academy sometimes invites industry professionals to be guest speakers and

organizes special events for students to meet industry professionals and successful alumni. Such guest speakers and special events are invaluable learning opportunities for students. Therefore, students are expected to attend such events for their professional benefits.

MAKE-UP

When a student wants to make up a missed lesson for both academic benefit and attendance, the student may request a make-up session by completing the Request for Make-Up Form, provided that details of any extenuating circumstance that had caused the absence can be supported with appropriate documentation. When the Bootcamp Manager approves the request, the student will follow instructions on the form to complete the make-up session. For comparable academic experience, the student will be required to watch the recorded video of the missed lesson missed and complete the associated assignments.

Based on the student's needs, an appointment may be scheduled to meet with the Instructor of that lesson to ask questions or meet with the Teaching Assistant of the Bootcamp section for questions and answers or some private tutoring. When the learning activities are completed and the assignments are submitted to the Teaching Assistant for review, the class is considered "made up." Hours for the same lesson and associated lab activities will be recorded as made-up in the student's attendance record.

This make-up option is available to vocational residential bootcamp program and may be granted to a residential bootcamp student up to 5% of the total program clock hours, which is equivalent to three full days of class time.

Students in professional development courses must attend 60% of the scheduled class hours in person and may only make up 40% of the class hours by watching the recorded videos of the lessons and completing applicable assignments.

LEAVE OF ABSENCE

A Leave of Absence may only be granted to a bootcamp student when extenuating circumstances, such as an accident, prolonged illness, maternity leave, or the death of a family member or close relative, makes it impossible for the student to continue the training as originally planned.

If the student fails to return on the agreed date of return, the student will be dismissed and receive a refund calculated based on the school's refund policy. The maximum length per Leave of Absence request is two weeks (14 calendar days). A student may be granted up to two Leave of Absence requests, either consecutively or separately during the entire term of the bootcamp.

Any student requesting a Leave of Absence must complete the Academy's Leave of Absence Request Form and provide supporting documentation of the extenuating circumstance(s). The request must be approved by the Academy's Director of Education or Director of Operations or the School Director before it becomes effective.

PROGRAM TRANSFER

A student may request a program transfer when they experience some extenuating circumstance that is life-changing and are unable to continue in their current program or program cohort. With supporting documentation for such extenuating circumstance, the student may be allowed to request such a transfer. Extenuating circumstances are evaluated on a case-by-case basis, and in principle, a student is allowed only one such transfer and the request for transfer should take place no later than 50% of the total program or course hours. If the extenuating circumstance takes place beyond 50% point, the student should consider taking a Leave of Absence (LOA).

TUITION AND METHOD OF PAYMENT

NYC Data Science Academy charges only in aggregate tuition for each vocational program or professional development course. The total tuition charges by vocational program and professional development courses are listed in the following two separate tables.

TUITION FOR VOCATIONAL PROGRAMS

Program Title	Length in Weeks	Tuition Amount
Data Science Bootcamp – Residential	12 Weeks	\$17,600
Data Science Bootcamp – Online Full-Time	16 Weeks	\$17,600
Data Science Bootcamp – Online Part-Time	24 weeks	\$17,600

TUITION FOR PROFESSIONAL DEVELOPMENT COURSES

Course Title	Tuition Amount
Introduction to Python	\$1,590
Introduction to R	\$1,590
Data Science with Python: Data Analytics	\$1,590
Data Science with Python: Machine Learning	\$1,990
Data Science with R: Data Analytics	\$2,190
Data Science with R: Machine Learning	\$2,990
Big Data with Hadoop and Spark	\$2,990
Deep Learning	\$2,990
R for Business Analysts	\$1,590
Machine Learning in Finance	\$3,990
Data Science with Tableau	\$1,590

METHOD OF PAYMENT FOR VOCATIONAL PROGRAMS

NYC Data Science Academy accepts tuition payment by bank transfers such as wire transfer and ACH, credit card or checks. A deposit of \$5,000 is due upon admittance into the program and after the Enrollment Agreement has been signed. The remaining tuition is to be paid prior to the start of the bootcamp program or on the first day of class in the program. The Academy typically does not provide a payment plan for any student. Nonetheless, a student who has experienced extenuating financial circumstances may request for exceptional consideration. When granted an exception to the policy, a special payment arrangement may be developed to accommodate the extenuating circumstance.

METHOD OF PAYMENT FOR PROFESSIONAL DEVELOPMENT COURSES

Students enrolling in a professional development course submit their tuition payment online with their credit card after they complete registration. Occasionally, students may choose to pay with a check, in which case, they typically bring the check to the campus.

TUITION CREDIT FROM PROFESSIONAL DEVELOPMENT COURSES

In order for tuition dollars paid for a professional development course or courses to be awarded as

tuition credit for Data Science Bootcamp (either residential or online), the following criteria must be met:

1. Student must enroll in the Bootcamp within nine (9) months of the actual start date of the first PD course.
2. Student must pay \$5,000 tuition deposit for the Bootcamp within a week of acceptance.
3. Student must start the bootcamp within 12 months of the actual start date of the first PD course.
4. The maximum amount of tuition credit that could be awarded is limited to \$5,000, and this credit could only be applied to the remaining tuition after the tuition deposit is paid in full.

FINANCIAL ASSISTANCE

NYC Data Science Academy's programs are not eligible for any Federal or State Financial Aid program.

NYC Data Science Academy could provide introductory information about a few financing organizations such as Skills Fund and Climb Credit, which fund students directly. The Academy has no affiliation with such funding organizations and recommends that students interested in seeking such funding assistance conduct their own research and make an informed and independent decision.

CANCELLATION AND REFUND POLICY

This cancellation and refund policy (Policy) complies with applicable federal and New York State laws and regulations. NYC Data Science Academy seeks to promote goodwill through the use of explicitly stated, fair, and equitable cancellation and refund practices pertaining to cancellations, withdrawals, and terminations, which take into consideration the following factors:

- The legitimate reasons why an applicant or student may not be able to either start or complete the training; and
- The reasonable expenses incurred by the institution.

DEFINITIONS

Cancellation: A student who never attends classes at the institution after enrolling and informs the institution, except as noted in the section entitled "Cancellation After the Start of Class."

No Show: A student who never attends class at the institution after enrolling and does not inform the institution.

Withdrawal: A student who attends at least one class at the institution but does not complete his/her program.

Termination: A type of withdrawal initiated by the institution due to failure to meet one or more institutional policies.

Period of Financial Obligation: The portion of the program for which the student is legally

obligated to pay, which may be less than the full program and may not, under any circumstances, exceed a period of 12 months.

Last Date of Attendance (LDA): The final date the student attends class for in person programs and the last date of academic activity for online programs.

Date of Determination (DOD): The date the student notifies the school of his or her withdrawal, or the date the institution terminates or administratively withdraws the student.

GENERAL CONSIDERATIONS

- 1) NYC Data Science Academy, through this Policy, is documenting a fair and equitable, clearly defined, and uniformly administered cancellation and refund policy for cancellations, withdrawals, and terminations.
- 2) The requirements established in this Policy are the acceptable standards for making refunds.
- 3) The Academy's Policy is in compliance with the New York State Education Department, Bureau of Proprietary School Supervision.
- 4) The Academy will complete and document refund calculations for each student who cancels, withdraws, or is withdrawn from training. Said documentation will demonstrate that refunds are timely and accurate, including but not limited to the following information:
 - a) Start date
 - b) Last date of attendance for in person, last date of academic activity for online (LDA)
 - c) Date of determination (DOD)
 - d) Charges to the student
 - e) Total amount paid
 - f) Weeks earned and resulting percentage of program completed
 - g) Calculation of refund

REFUND DUE DATES

- 1) If an applicant never attends class (no-show) or cancels the contract prior to the class start date, refunds due will be made within forty-five (45) calendar days of the first scheduled day of class or the date of cancellation, whichever is earlier.
- 2) For an enrolled student, the refund due will be calculated based on the last date of attendance (LDA) and will be paid within forty-five (45) calendar days from the documented date of determination (DOD). The date of determination is the date the student gives written or verbal notice of withdrawal to the institution or the date the institution terminates the student, by applying the institution's attendance, conduct, or Satisfactory Academic Progress policy. If a student provides advanced notice of withdrawal such that the 45-day window for refund processing ends before the last date of attendance, the refund will be paid within forty-five (45) calendar days from the last date of attendance.

- 3) The failure of a student to notify the Academy in writing of withdrawal may delay refund of tuition pursuant to Section 5002 of the Education Law.

REFUND GUIDELINES

Any bootcamp student requesting cancellation within seven (7) days after signing the Enrollment Agreement, or within the first week of the program, whichever comes later, will be refunded all money paid to the school. Thereafter, in the event of cancellation or termination by the school, refunds will be prorated based on the schedule below.

QUARTER REFUND SCHEDULE – applicable to Data Science Bootcamp Programs

Data Science Bootcamp Program (Residential, 12 weeks)

12 – Week Quarter	Refund Option I		Refund Option II	
	School May Keep	Student Refund	School May Keep	Student Refund
If termination occurs:				
Prior to or during the first week	0%	100%	0%	100%
During the second week	22.3%	77.7%	25%	75%
During the third week	30.7%	69.3%	50%	50%
During the fourth week	39.0%	61.0%	75%	25%
During the fifth week	47.3%	52.7%	100%	0%
During the sixth week	54.9%	45.1%	100%	0%
During the seventh week or beyond	100.0%	0.0%	100%	0%

Data Science Bootcamp Program (Online, 16 Weeks)

16 – Week Term	Refund Option I		Refund Option II	
	School May Keep	Student Refund	School May Keep	Student Refund
If termination occurs:				
Prior to or during the first week	0.0%	100.0%	0%	100%
During the second week	18.2%	81.8%	20%	80%
During the third week	24.4%	75.6%	35%	65%
During the fourth week	30.7%	69.3%	50%	50%
During the fifth week	36.9%	63.1%	70%	30%
During the sixth week	43.2%	56.8%	100%	0%
During the seventh week	49.4%	50.6%	100%	0%
During the eighth week	55.7%	44.3%	100%	0%
During the ninth week or beyond	100%	0.0%	100%	0%

Data Science Bootcamp Program (Online, 24 Weeks)

Students enrolled in the part-time Data Science Bootcamp – Online pay their tuitions in two payment periods, prior to or at the start of the first 12-week period and prior to the start of the second 12-week period.

First Quarter

1 st 12 – Week Quarter	Refund Option I		Refund Option II	
	School May Keep	Student Refund	School May Keep	Student Refund
If termination occurs:				
Prior to or during the first week	0%	100%	0%	100%
During the second week	22.3%	77.7%	25%	75%
During the third week	30.7%	69.3%	50%	50%
During the fourth week	39.0%	61.0%	75%	25%
During the fifth week	47.3%	52.7%	100%	0%
During the sixth week	54.9%	45.1%	100%	0%
During the seventh week or beyond	100.0%	0.0%	100%	0%

Second Quarter

2 nd 12 – Week Quarter	Refund Option I		Refund Option II	
	School May Keep	Student Refund	School May Keep	Student Refund
If termination occurs:				
During the first week	22.3%	77.7%	25%	75%
During the second week	30.7%	69.3%	50%	50%
During the third week	39.0%	61.0%	75%	25%
During the fourth week	47.3%	52.7%	100%	0%

During the fifth week	54.9%	45.1%	100%	0%
During the sixth week or beyond	100.0%	0.0%	100%	0%

MINI REFUND SCHEDULE – applicable to Professional development Courses

A student who cancels within 7 days of signing the Enrollment Agreement but before instruction begins shall receive full refund for all monies paid.

If termination occurs:	School May Keep	Student Refund
0-15% of the program	0%	100%
16-30% of the program	25%	75%
31-45% of the program	50%	50%
46-60% of the program	75%	25%
After 60% of the program	100%	0%

CHARGES OTHER THAN TUITION

NYC Data Science Academy does not require or charge any fee for additional materials including curricular materials, supplies, equipment, rentals, or any similar items and, as such, will not have any fee refund to any student.

STUDENT POLICIES

STUDENT CONDUCT

NYC Data Science Academy is committed to fostering a collaborative, safe, and respectful environment in which students can learn and work with each other and with the faculty. As students interact with their fellow students, staff and faculty, and the business community, they are expected to act in a professional, respectful manner that is complementary to the learning process and the academic environment associated with their education and training. Students are expected to comply with Federal, State, and local laws.

Failure to meet student conduct expectations and any of the student policies listed in this section of the catalog may lead to disciplinary actions, including and up to dismissal from the Academy.

COPYRIGHT PROTECTION POLICY

Students will be held accountable for failure to comply with Federal copyright and criminal laws forbidding the copying or alteration of copyright-protected materials such as computer programs, music, movies, photographs, or written materials and are expected to report violations if they become aware of them.

ACADEMIC HONESTY POLICY

NYC Data Science Academy can best function and accomplish its mission in an atmosphere of high ethical standards. As such, the Academy expects students to observe all accepted principles of academic honesty. Academic honesty in the advancement of knowledge requires that students respect the integrity of one another's work and recognize the importance of acknowledging and safeguarding the validity of intellectual property. Students are expected to maintain complete honesty and integrity in all academic work attempted while enrolled at the Academy.

INTERNET USAGE

Internet access to global electronic information resources is used by the Academy to assist students in obtaining education-related data and technology. The following guidelines have been established to help ensure responsible and productive Internet usage.

All Internet data that is composed, transmitted, or received via the campus computer communications systems is considered to be part of the official records of the school and, as such, is subject to disclosure to law enforcement or other third parties. Consequently, students should always ensure that the information contained in the Internet email messages and other transmissions is accurate, appropriate, ethical, and lawful.

PERSONAL PROPERTY

All personal property is the sole responsibility of the student. The Academy does not assume liability for any loss or damage. It is recommended that each student takes proper care of his or her own personal property.

DRUG-FREE ENVIRONMENT

NYC Data Science Academy is subject to all local, State, and Federal laws related to the possession, use, distribution, manufacture, or sale of drugs or other illegal substances. The use, possession, selling, or distribution of drugs or other illegal substances or paraphernalia on school property or at any school-sponsored activity is strictly prohibited. This policy also applies to the misuse of legally acquired prescription drugs and medications.

Any student apprehended with drugs and/or paraphernalia is subject to dismissal and risks prosecution.

CAMPUS SECURITY

The NYC Data Science Academy makes every effort to provide a safe environment for its students. As required by the U.S. Department of Education, the NYC Data Science Academy publishes all known occurrences of crimes committed on campus. These statistics are available in the School Director's office.

If a crime is committed, a police report must be completed and filed. Students are required to report any and all occurrences of a crime to NYC Data Science Academy personnel. If a sexual assault occurs on campus, the victim and witnesses to the crime must report the incident to the school administration. The police will be contacted.

SEXUAL HARASSMENT

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature that tends to create a hostile or offensive work environment. Any student or employee of the NYC Data Science Academy who is a victim of a sexual offense in the facility or at a school-related activity must report the incident at once to the School Director. An investigation will take place.

EMERGENCY PROCEDURES

Fire

The fire alarm and strobe lights will be activated in case of a fire or fire drill. Students and all school personnel should evacuate the building according to evacuation procedures posted in each area. Students should wait at the designated location until given the signal to return to the building. Both the need to evacuate the building and the fact that it is safe to return will be communicated by a designated school administrator.

Bomb Threat

If a bomb threat is received, members of the administrative staff will notify each classroom of the need to evacuate the building using the posted evacuation procedure. When the building has been declared safe, students and personnel will be allowed to return to the building.

Active Shooter

In the event of an active shooter situation, students are encouraged to first try to safely escape. If a safe escape is not possible, lock all doors, block the door, and hide away from the door.

Instructors are trained and will guide their class. School personnel will call 911 at the earliest possible opportunity to do so. If you have any questions concerning campus safety and security, please contact the Director of Operations or the School Director.

CHANGES IN POLICIES

NYC Data Science Academy reserves the right to make changes to its policies and procedures with prior approval of New York State Department of Education, Bureau of Proprietary School Supervision. The institution further reserves the right to limit student registration for classes, to discontinue classes due to lack of enrollment with full tuition refunds to enrolled students, to revise tuition rates with prior approval of New York State Department of Education, Bureau of Proprietary School Supervision, and to change class times and instructor assignments with prior approval of New York State Department of Education, Bureau of Proprietary School Supervision.

STUDENT SUPPORT SERVICES

NEW STUDENT ORIENTATION

To facilitate a student's transition into their program of study, NYC Data Science Academy offers an orientation to all new students on the first day of class. The orientation introduces students to the school, its expectations of them, services available to support their learning, and important policies and procedures they are expected to follow. An important aspect of the orientation is to help students gain familiarity with their intended program of study and certain program requirements.

STUDENT SUPPORT SERVICES

Student support for bootcamp students starts at the time of enrollment. Based on the student's Technical Assessment result, recommendations are made to students with specific knowledge and skill areas to focus on in the pre-work topics so that they could be better prepared for success. The recommendations are provided by those who graded the Technical Assessments and conveyed to the prospective students by Admissions Officers.

After matriculation into the program, students are supported not only by their instructors but also Teaching Assistants (TAs) who have been through the bootcamp program and possess domain knowledge and practical skills. TAs are available each afternoon from 1:30 p.m. to 6:30 p.m. There are at least one TA assigned to each section of 25 students in the residential bootcamp program. Additionally, each lecture session is recorded in high definition video and made available to students for review or view if they have missed a certain lecture session.

To ensure that bootcamp students are receiving the support they need, students are encouraged to give feedback in the form of daily surveys that they can complete either anonymously or by identifying themselves. The surveys are read routinely by instructors and/or bootcamp administrators. Feedback from students is also obtained on Friday afternoons during the "pulse check" when members of the staff meet with students as a group to ask for feedback directly.

Online bootcamp students are supported by instructors and Academic Mentors. Students are each given eighty (80) credits with which they can book one-on-one sessions to ask questions and seek tutoring when needed. Biweekly "Ask Me Anything (AMA)" sessions are conducted by instructors and/or bootcamp administrators perform "Pulse Checks" for student feedback on their learning, to conduct project demos, and to allow students to ask any question they want. Information obtained from such AMA sessions enable our instructors and/or bootcamp administrators to provide targeted assistance to students who may be challenged with their learning.

Student support for professional development courses is available through Piazza, an online Learning Management System (LMS) that is used to share information with students and instructors. To ensure that professional development students are receiving the support they need, students are encouraged to provide feedback in the form of surveys that are made

available throughout the course, and which they can complete either anonymously or by identifying themselves. These surveys are read routinely by instructors and/or bootcamp administrators. Additionally, an email is sent to students at the end of the course, encouraging them to complete these surveys.

CAREER SERVICES

Workshops are provided for bootcamp students on resume writing, interview skills, and LinkedIn profile revision. Additionally, each student is provided a one-on-one session with a Career Services Advisor to help them review their resume(s), cover letters, and other job search documents.

Although placement assistance is provided, the school cannot guarantee a job to any student or graduate. The school employs a variety of resources to develop relationships with potential hiring partners and to assist students in getting interviews for jobs. The list of hiring partners are dynamic based on their hiring cycle and timing of graduation. The Academy does its best to obtain information about openings in a timely fashion. The Career Services Advisor also recommends several job posting websites for graduates to sign up to receive job alerts in the career field of their own interest.

There is no job placement assistance provided to students enrolled in the professional development courses. These courses are designed for adult working professionals who are enrolled to enrich their knowledge of data science only.

RECORD SERVICES

Transcripts are kept on record. Students may submit a request in writing to the Student Service Officer or School Director to obtain duplicates. Transcripts will not be released without written permission of the student, graduate, or legal guardian (if a dependent student).

Receipts of tuition payment are kept electronically and provided to any student who requests a receipt of tuition payment.

Certificates for bootcamp students are awarded at the end of the program when all graduation requirements are met satisfactorily.

Certificates for students in professional development courses are awarded at the end of the course when all completion requirements are met satisfactorily.

GRIEVANCE PROCEDURES

Student Dismissal Procedure and Appeals Process

Students who are dismissed from the Academy for non-academic reasons shall be notified in writing. A student has the right to appeal the Academy's dismissal decision and must appeal the decision in writing by requesting an appeals hearing. The request must be received by the School Director within seven (7) days from the date of notification of dismissal.

Upon receipt, a review by the School Director will be conducted as to the validity of the appeal. If the School Director determines that a hearing is warranted, a committee will be established at the school to hear the student's appeal for reinstatement. The student will be notified and given the opportunity to present at that hearing. A decision will be made within five (5) business days of the hearing, and the student will be notified of the decision in writing.

Complaint

All students are encouraged to discuss concerns, academic issues or complaints with the NYC Data Science Academy's faculty and staff. Problems involving classroom or academic matters should first be discussed with the instructor. If the issue is not resolved to the student's satisfaction, the student may escalate the matter to the Bootcamp Manager and/or Director of Education. The Bootcamp Manager and/or Director of Education will make appropriate inquiries and recommend a resolution within five (5) days of receiving the complaint.

Grievance

Unresolved concerns through the first level of administration should be referred to the School Director at the Academy. The School Director will make appropriate inquiries and make a recommendation within five (5) business days of receiving the grievance.

In cases where the grievance is not settled at the institutional level, the student may also contact the following Institutions:

New York State Education Department
116 West 32nd Street, 5th Floor
New York, New York 10001
Attention: Bureau of Proprietary School Supervision
(212) 643-4760
<http://www.acces.nysed.gov/bpss/student-rights>

ADMINISTRATORS, FACULTY AND STAFF INFORMATION

ADMINISTRATORS

Shangxuan (Vivian) Zhang

School Director

M.S. in Applied Math and Statistics, State University of New York at Stony Brook

M.S. in Computer Science, San Jose State University

Dr. H. Paul Bao Director of Education & Compliance

Ph.D., English, The University of Mississippi

M.S. Ed., and B.A., Harding University

Dr. Tsung-Yin (Luke) Lin

Bootcamp Manager - Residential

Ph.D. in Mathematics, State University of New York at Stony Brook

Zeyu Zhang

Bootcamp Manager - Online

M.S. in Electrical Engineering, New York University

Dr. Thomas Laetsch

Career Services Manager

Ph.D. in Mathematics, University of California, San Diego

Yilei (Drace) Zhan

Manager for Growth & Strategy

M.S. in Statistics, Zicklin School of Business at Baruch College

LICENSED AGENTS

Shangxuan (Vivian) Zhang

Drace Zhan

Monisa Felson

FACULTY

Hasan Aljabbouli

Part-Time Instructor

Python programming

MPhil and Ph.D. in Systems Engineering, Cardiff University, UK

Alexander Baransky

Python Programming, Data Science Toolkits

Data Bootcamp Coordinator - Residential

B.A. in Environmental Biology, Columbia University

Effective January 15, 2021

Ryan Courtney
Python Machine Learning
Ph.D. in Computer Science, State University of New York at Stony Brook

Thomas Laetsch
R and Python Programming, R and Python Machine Learning, Data Science Toolkits, Big Data,
Deep Learning
Ph.D. in Mathematics, University of California, San Diego

Tsung-Yin (Luke) Lin
All Subjects of Bootcamp Program
Ph.D. in Mathematics, State University of New York at Stony Brook

Aiko Liu
Part-Time Instructor
Ph.D. in Mathematics, Harvard University

Carlos Afonso
Part-Time Instructor
Research Work toward Ph.D. in Biomedical Engineering (Unfinished), University of Oxford
M.S. & B.S. in Physics Engineering, Instituto Superior Tecnico, Portugal

Yilei (Drace) Zhan
Python programming
M.S. in Statistics, Zicklin School of Business at Baruch Colleg

Shangxuan (Vivian) Zhang
All Subjects of the Bootcamp Program
M.S. in Applied Math and Statistics, State University of New York at Stony Brook
M.S. in Computer Science, San Jose State University

Zeyu Zhang
All Subjects of the Bootcamp Program
M.S. in Electrical Engineering, New York University

Appendix A:
CONSUMER ADVISORY INFORMATION

Complaint Procedure

If you are or were a student at the NYC Data Science Academy and you believe that the school or anyone representing the school has acted unlawfully, you have the right to file a complaint with our administrative office at 500 Eighth Ave., Ste. 905, New York, NY 10018.

Unresolved complaints should be reported to the New York State Education Department. You may file complaints about the conduct of the school, advertising, standards and methods of instruction, equipment, facilities, qualifications of teaching and management personnel, enrollment agreement, methods of collecting tuition and other charges, school license or registration, school and student records, and private school agents.

Disclosure Information to Prospective Students

All prospective and enrolled students in a non-degree granting proprietary school are required to receive this information. This information provides an overview of students' rights with regard to filing a complaint against a school and accessing the tuition reimbursement fund if they are a victim of certain violations by the school.

Trade schools which are licensed by the New York State Education Department and business schools which are registered by this Department are required to meet very specific standards under the Education Law and Commissioner's Regulations. These standards are designed to help ensure the educational appropriateness of the programs which schools offer. It is important for you to realize that the New York State Education Department's Bureau of Proprietary School Supervision closely monitors and regulates all non-degree granting proprietary schools. The schools are required to have their teachers meet standards in order to be licensed by the Department. Schools are also required to have their curriculum approved by the New York State Education Department every three years, thereby helping to ensure that all curriculum offered in the schools are educationally sound.

In addition, staff members of the Bureau of Proprietary School Supervision are often in the school buildings monitoring the educational programs being offered. The interest of the New York State Education Department is to ensure that the educational program being offered meets your needs and that your financial investment is protected.

The New York State Education Department's Bureau of Proprietary School Supervision wishes you success in your continued efforts to obtain the necessary skill training in order to secure meaningful employment. In addition, Bureau staff will continue to work with all the schools to help ensure that a quality educational program is provided to you.

Who can file a complaint?

If you are or were a student or an employee of a Licensed Private or Registered Business School

in the State of New York and you believe that the school or anyone representing the school has acted unlawfully, you have the right to file complaint with the New York State Education Department.

What can a student or employee complain about?

You may make complaints about the conduct of the school, advertising, standards and methods of instruction, equipment, facilities, qualifications of teaching and management personnel, enrollment agreement, methods of collecting tuition and other charges, school license or registration, school and student records, and private school agents.

How can a complaint be filed by a student or employee?

You should try to resolve your complaint directly with the school unless you believe that the school would penalize you for your complaint. Use the school's internal grievance procedure or discuss your problems with teachers, department heads, or the school director. We suggest that you do so in writing and that you keep copies of all correspondence to the school. However, the school cannot require you to do this before you file a complaint with the New York State Education Department. If you do file a complaint with the Department, please advise the Bureau of any action that you have taken to attempt to resolve your complaint.

The steps you must take to file a complaint with the New York State Education Department are:

1. Write to the New York State Education Department at 116 West 32nd Street, 5th Floor, New York, NY 10001 or telephone the Department at (212) 643-4760 requesting an interview for the purpose of filing a complaint. Bring all relevant documents with you to the interview, including an enrollment agreement, financial aid application, transcripts, etc. An investigator from the Department will meet with you and go through your complaint in detail.
2. If you cannot come in for an interview, send a letter or call the office to request a complaint form. You must complete and sign this form and mail it to the office. Please include with it copies of all relevant documents. You should keep the originals. *You must file a complaint within two years after the alleged illegal conduct took place.* The Bureau cannot investigate any complaint made more than two years after the date of the occurrence.
3. The investigator will attempt to resolve the complaint as quickly as possible and may contact you in the future with follow-up questions. You should provide all information requested as quickly as possible, delay may affect the investigation of your complaint. When appropriate, the investigator will try to negotiate with the school informally. If the Department determines that violations of law have been committed and the school fails to take satisfactory and appropriate action, then the Department may proceed with formal charges.

What is the Tuition Reimbursement Fund?

The Tuition Reimbursement fund is designed to protect the financial interest of students attending proprietary schools. If a school closes while you are in attendance, prior to the completion of your educational program, then you may be eligible for a refund of all tuition expenses which you have paid. If you drop out of school prior to completion and you file a complaint against the school with the state Education Department, you may be eligible to receive a tuition refund if the State Education Department is able to provide factual support that your complaint is valid and to determine that there was a violation of Education Law or the Commissioner’s Regulations as specified in Section 126.17 of the Commissioner’s Regulations. To file a claim to the Tuition Reimbursement Fund, you must first file a complaint with the State Education Department at the address included in this catalog. The staff of the State Education Department will assist you in the preparation of a tuition reimbursement form (a sample of this form should have been provided to you upon enrollment).

What is the tuition refund and cancellation policy?

All schools must have a tuition refund and cancellation policy for each program included in the catalog and in the student enrollment agreement.

Read and understand the school’s policy regarding tuition refund and cancellation before you sign the enrollment agreement. If you do not understand it or are confused by the school’s explanation, get help before you sign. You may ask for assistance from the Department at the address included in this information.

What should students know about “private school agents”?

Private School Agents are employed by schools for the purpose of recruiting or enrolling students in the school; they are not school counselors. Private school agents cannot require a student to pay a placement or referral fee. Each school agent must be licensed by the New York State Education Department, must have an Agent identification card and must be a salaried employee of the school. School agents who cannot show an Agent Identification Card are breaking the law if they try to entice students into enrolling in a particular school or group of schools. The name(s) of the agent(s) who enrolled a student must appear on that student’s enrollment agreement. Therefore, you should write down the name of the agent who talked to you. Each student will be required to confirm the name(s) of the agent(s) when signing the enrollment agreement. A full refund shall be made to any student recruited by an unlicensed private school agent or even by a licensed agent if there is evidence that the agent made fraudulent or improper claims. To find out if you are eligible to receive a refund, you must follow the complaint procedures included in this page.

Where can students file a complaint, file a claim to the tuition reimbursement fund, or get additional information?

Contact the New York State Education Department at
New York State Education Department

116 West 32nd Street, 5th Floor
New York, New York 10001
Attention: Bureau of Proprietary School Supervision
(212) 643-4760

This information is provided to you by the New York State Education Department (NYSED). The NYSED regulates the operation of Licensed Private Schools and Registered Business Schools/Computer Training Facilities.

Grievance Procedure

All students are encouraged to discuss concerns, academic issues or complaints with the NYC Data Science Academy's faculty and staff. Problems involving classroom or academic matters should first be discussed with the instructor. If the issue is not resolved to the student's satisfaction, the student may escalate the matter to the School Director. The Director will make appropriate inquiries and recommend a resolution within five (5) days of receiving the grievance.

In cases where the grievance is not settled at the institutional level, the student may also contact the following Institutions as per described next in the catalog:

New York State Education Department
116 West 32nd Street, 5th Floor
New York, New York 10001
Attention: Bureau of Proprietary School Supervision
(212) 643-4760
<http://www.acces.nysed.gov/bpss/student-rights>

Students' Rights

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

1. Students enrolled at the NYC Data Science Academy shall have the right to inspect and review the contents of their education records, within forty-five (45) days of the day the institution receives the request for access. Students may request to review their education records by submitting a written request identifying the record(s) the student wishes to review to the Registrar. The institution will arrange for access and notify the student of the time and place where the records may be inspected.
2. Parental access to a student's record will be allowed by the NYC Data Science Academy without prior consent if: (1) the student has violated a law or the institution's rules or policies governing alcohol or substance abuse, if the student is under 21 years old; or (2) the information is needed to protect the health or safety of the student or other individuals in an emergency.
3. A student's education records are defined as files, materials, or documents, including

those in electronic format, that contain information directly related to the student and are maintained by the institution, except as provided by law. Access to a student's education records is afforded to school officials who have a legitimate educational interest in the records. A school official is defined as a person employed or engaged by the institution in an administrative, supervisory, academic or support staff position (including law enforcement unit and health staff); a person or company (including its employees) with whom the school has contracted (such as an attorney, auditor, consultant or collection agent); a trustee serving on a governing board; or a person assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record to fulfill his or her professional responsibility or commitment to the school.

4. Students may request that the institution amend any of their education records, if they believe the record contains information that is inaccurate, misleading or in violation of their privacy rights. The request for change must be made in writing and delivered to the Director, and it must identify the part of the record the student wants changed and have the reason for the requested change stated fully.
5. Directory information is student information that the institution may release to third parties without the consent of the student. The NYC Data Science Academy has defined directory information as the student's name, address(es), telephone number(s), e-mail address, birth date and place, program undertaken, dates of attendance, honors and awards, photographs and credential awarded. If a student does not want his or her directory information to be released to third parties without the student's consent, the student must present such a request in writing to the Registrar within 45 days of the student's enrollment or by such later date as the institution may specify. Under no circumstances may the student use the right to opt out to prevent the institution from disclosing that student's name, electronic identifier, or institutional e-mail address in a class in which the student is enrolled.
6. The written consent of the student is required before personally identifiable information from educational records of that student may be released to a third party, unless the disclosure is otherwise allowed under an express FERPA exception to disclosure or is required by law.
7. A student who believes that the NYC Data Science Academy has violated his or her rights concerning the release of or access to his or her records has the right to file a complaint with the U.S. Department of Education. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

Notice of Withdrawal

The failure of a student to notify the Director of withdrawal in writing may delay refund of tuition pursuant to Section 5002 of the Education Law.

Appendix B: Occupational Education Data Survey (OEDS)

OEDS 2018-19 Reporting Period

ALL 3 SECTIONS MUST BE SUBMITTED (Place N/A through each section which does not apply to your school)

SECTION 1: CURRICULUM ADMISSIONS, ENROLLMENT AND GRADUATES									
<i>Complete a separate page for each curriculum, see instructions. Duplicate this page as needed.</i>									
Institution ID: 2041	School Name & Address: NYC Data Science Academy 500 8th Avenue, Suite 905, New York, NY 10018								
Curriculum Code: CU 1218	Program Name: Data Science Bootcamp					Program Hours: 420			
Line #		Diploma			ATB			All	
		Full-time	Part-time	Total	Full-time	Part-time	Total	Total (C)+(F)	
		(A)	(B)	(C)	(D)	(E)	(F)	(G)	
Part 1: Admissions: Applications, Acceptances & Denials July 1, 2018 through June 30, 2019									
	Total Applications	1	521	N/A	521	N/A	N/A	N/A	521
	Applications Accepted	2	367	N/A	367	N/A	N/A	N/A	367
	Applications Denied	3	154	N/A	154	N/A	N/A	N/A	154
Part 2: Current Year Enrollment July 1, 2018 through June 30, 2019									
	New Enrollment	4	178	N/A	178	N/A	N/A	N/A	178
	Still Enrolled / Continuing from previous year	5	0	N/A	0	N/A	N/A	N/A	0
	Total Students in this program during this reporting year	6	178	N/A	178	N/A	N/A	N/A	178
Part 3: Status of 2018-19 Enrollment as of June 30, 2019									
	Still Enrolled/Continuing into the next reporting period (2018-2019)	7	0	N/A	0	N/A	N/A	N/A	0
	Noncompleters	8	11	N/A	11	N/A	N/A	N/A	11
	Graduates	9	167	N/A	167	N/A	N/A	N/A	167
Part 4: Graduate Follow-up									
Employed in:	Related Field	10	158	N/A	158	N/A	N/A	N/A	158
	Slightly Related Field	11	0	N/A	0	N/A	N/A	N/A	0
	Unrelated Field	12	0	N/A	0	N/A	N/A	N/A	0
	Military	13	0	N/A	0	N/A	N/A	N/A	0
	Seeking Employment	14	3	N/A	3	N/A	N/A	N/A	3
	Pursuing Additional Education	15	0	N/A	0	N/A	N/A	N/A	0
	Other, Unavailable for Employment	16	6	N/A	6	N/A	N/A	N/A	6
	Status Unknown	17	0	N/A	0	N/A	N/A	N/A	0
	Total Graduates July 1, 2018 - June 30, 2019	18	167	N/A	167	N/A	N/A	N/A	167

OEDS 2018-19 Reporting Period

SECTION 2: FINANCIAL ASSISTANCE			
Data Science Bootcamp	Institution ID: 2041		
	Number of Students		
Federal / State Financial Assistance Program	Full-time (A)	Part-time (B)	Total (C)
TAP (Tuition Assistance Program)	N/A	N/A	N/A
GSL (Guaranteed Student Loan)	N/A	N/A	N/A
PELL (Basic Education Opportunity Grant)	N/A	N/A	N/A
SEOG (Special Education Opportunity Grant)	N/A	N/A	N/A
ACCES VR (Adult Career and Continuing Education Services Vocational Rehabilitation)	N/A	N/A	N/A
WIA (Workforce Investment Act)	N/A	N/A	N/A
Other Federal / State Subsidies	N/A	N/A	N/A
Private Student Loans (Identify by Name of Lender)	23	N/A	23
UNDUPLICATED COUNT* of Students Receiving Financial Assistance	23	N/A	23

OEDS 2018-19 Reporting Period

ALL 3 SECTIONS MUST BE SUBMITTED (Place N/A through each section which does not apply to your school)

SECTION 1: CURRICULUM ADMISSIONS, ENROLLMENT AND GRADUATES								
<i>Complete a separate page for each curriculum, see instructions. Duplicate this page as needed.</i>								
Institution ID: 2041	School Name & Address: NYC Data Science Academy 500 8th Avenue, Suite 905, New York, NY 10018							
Curriculum Code: CU 2948	Program Name: Data Science Bootcamp - Online					Program Hours: 488		
Line #		Diploma			ATB			All
		Full-time	Part-time	Total	Full-time	Part-time	Total	Total (C)+(F)
		(A)	(B)	(C)	(D)	(E)	(F)	(G)
Part 1: Admissions: Applications, Acceptances & Denials July 1, 2018 through June 30, 2019								
Total Applications	1	89	N/A	89	N/A	N/A	N/A	89
Applications Accepted	2	55	N/A	55	N/A	N/A	N/A	55
Applications Denied	3	35	N/A	35	N/A	N/A	N/A	35
Part 2: Current Year Enrollment July 1, 2018 through June 30, 2019								
New Enrollment	4	28	N/A	28	N/A	N/A	N/A	28
Still Enrolled / Continuing from previous year	5	8	N/A	8	N/A	N/A	N/A	8
Total Students in this program during this reporting year	6	36	N/A	36	N/A	N/A	N/A	36
Part 3: Status of 2018-19 Enrollment as of June 30, 2019								
Still Enrolled/Continuing into the next reporting period (2018-2019)	7	22	N/A	22	N/A	N/A	N/A	22
Noncompleters	8	3	N/A	11	N/A	N/A	N/A	11
Graduates	9	11	N/A	167	N/A	N/A	N/A	167
Part 4: Graduate Follow-up								
Employed in:	Diploma			ATB			All	
Related Field	10	3	N/A	3	N/A	N/A	N/A	3
Slightly Related Field	11	0	N/A	0	N/A	N/A	N/A	0
Unrelated Field	12	0	N/A	0	N/A	N/A	N/A	0
Military	13	0	N/A	0	N/A	N/A	N/A	0
Seeking Employment	14	8	N/A	8	N/A	N/A	N/A	8
Pursuing Additional Education	15	0	N/A	0	N/A	N/A	N/A	0
Other, Unavailable for Employment	16	0	N/A	0	N/A	N/A	N/A	0
Status Unknown	17	0	N/A	0	N/A	N/A	N/A	0
Total Graduates July 1, 2018 - June 30, 2019	18	11	N/A	11	N/A	N/A	N/A	11

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SECTION 2: FINANCIAL ASSISTANCE			
Data Science Bootcamp-Online	Institution ID: 2041		
	Number of Students		
Federal / State Financial Assistance Program	Full-time (A)	Part-time (B)	Total (C)
TAP (Tuition Assistance Program)	N/A	N/A	N/A
GSL (Guaranteed Student Loan)	N/A	N/A	N/A
PELL (Basic Education Opportunity Grant)	N/A	N/A	N/A
SEOG (Special Education Opportunity Grant)	N/A	N/A	N/A
ACCES VR (Adult Career and Continuing Education Services Vocational Rehabilitation)	N/A	N/A	N/A
WIA (Workforce Investment Act)	N/A	N/A	N/A
Other Federal / State Subsidies	N/A	N/A	N/A
Private Student Loans (Identify by Name of Lender)	N/A	5	5
UNDUPLICATED COUNT* of Students Receiving Financial Assistance	N/A	5	5

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ALL 3 SECTIONS MUST BE SUBMITTED (Place N/A through each section which does not apply to your school)							
SECTION 2: COURSE ENROLLMENT, GRADUATES, AND NONCOMPLETERS							
Complete this section for approved COURSES (less than 100 hours, unless curriculum is under the authority of another State agency. i.e. HHA, Security Guard & Waxing Technician). If courses are neither approved nor offered by your school, you do not need to complete this section.							
School Name & Address: 500 8th Ave Suite 905, New York, NY 10018						Institution ID: 2041	
Course Name	Course Code	Course Clock Hours	Number of Students Enrolled from previous reporting period (2017-2018)	Number of New Students Enrolled July 1, 2018 through June 30, 2019	Number of Course Noncompleters July 1, 2018 through June 30, 2019	Number of Course Graduates July 1, 2018 through June 30, 2019	Number of Students Continuing Enrollment into next reporting period
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	CO						
Big Data with Amazon Cloud, Hadoop-Spark and Docker	6334	30	0	12	8	4	0
Data Science with Tableau	4520	20	0	4	4	0	0
Big Data with Amazon Cloud, Hadoop/Spark and Docker	6334	30	0	16	3	13	0
Machine Learning in Finance	4910	23	0	0	0	0	0
Data Science with Python: Data Analysis and Visualization	1218	20	11	55	14	43	9
Introductory Python	2332	20	16	59	22	37	16
Data Science with Python: Machine Learning	1218	20	10	43	16	27	10
R for Business Analysts	4908	20	0	19	7	12	0
Data Science with R: Data Analysis and Visualization	1218	35	0	34	5	29	0
Data Science with R: Machine Learning	1218	35	4	3	4	3	0
Deep Learning	4911	30	0	38	3	35	0
Intro to Data Science with R	3046	14	0	0	0	0	0
Introduction to BlockChain Technology with Ethereum	5757	30	0	0	0	0	0
R for Business Analysts	4908	20	0	0	0	0	0
Storytelling with Data Visualization	2947	25	0	0	0	0	0