

# School Catalog 2022

[WeCanCodeIT.org](http://WeCanCodeIT.org) 844-932-2626

Authorized by the State of Ohio Board of Career Colleges and Schools

Cleveland	Columbus
5500 S. Marginal Road Cleveland, OH 44103	2645 North High St. Columbus, OH 43202
Registration #: 15-03-2064T	Registration #: 15-03-2100T

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## Mission

We Can Code IT's mission is Championing Social Equity Through Technology

### History of We Can Code IT™

Founded by Mel McGee in 2013, our focus is creating and implementing innovative curricula that keeps pace with modern times. Using contemporary programs and cutting-edge technology, we provide education, mentorship, and motivation in computer science.

We Can Code IT teaches adults how to code, and helps students start new careers in IT with a special focus on inclusion and diversity in technology.

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## Admission and Program Requirements

### Admission Requirements

At a minimum, students admitted to We Can Code IT must possess a high school diploma or GED prior to graduation from the program. Students must provide a copy of their diploma, GED, or proof that their GED exam has been scheduled prior to the last day of class. Students that meet the minimum requirements are competitively selected for admission to the program based on a combination of aptitude tests and interviews. These aptitude tests and interviews evaluate whether the candidate has

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the necessary ability, drive, determination, and passion to successfully complete the intensive education of our coding bootcamp in order to become a professional software developer.

Applicants will have a background check run prior to completion of their enrollment to ensure that they will have a high likelihood of obtaining employment in the industry post-graduation.

## Graduation Requirements

Students graduating from We Can Code IT Bootcamp are required to attend **90%** of the instructional hours, to demonstrate mastery of the course material by obtaining a minimum cumulative score of **80%** on all course materials, and to successfully collaborate with their team on their group capstone project.

## Enrollment Deadlines

All students must be enrolled prior to the cohort start. In addition, enrollment is limited by an individual class's capacity (number of seats).

## Award upon graduation

Certificate in Software Development

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## 2022 Calendar

### Cleveland, Columbus, and Remote Campus

#### COHORT OFFERINGS

##### **Spring Full-Time 2022 (C# and Java)**

**14 weeks, M-F 9:30 am - 3:30 pm**

Start Date: January 10, 2022

Days off: January 17, 2022 (MLK Day)

End Date: April 15, 2022

Demo Day and Graduation: April 20, 2022

##### **Spring Part-Time 2022 (Java)**

**22 Weeks, 2 weekends per month synchronous instruction**

Start Date: **Friday**, April 1, 2022

Days off: May 30, 2022 (Memorial Day), Juneteenth (June 19th) and July 4, 2021 (Independence Day)

End Date: August 31, 2022

Demo Day and Graduation: Aug 31, 2022

##### **Summer Full-Time 2022 (C# and Java)**

**14 weeks, M-F 9:30 am - 3:30 pm**

Start Date: May 16, 2022

Days off: May 30, 2022 (Memorial Day), Juneteenth (June 19th) and July 4, 2021 (Independence Day)

End Date: August 19, 2022

Demo Day and Graduation: August 31, 2022

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### **Fall Part Time 2022 (Java)**

#### **22 Weeks, 2 weekends per month synchronous instruction**

Start Date: **Friday**, October 7, 2022

Days Off: November 23-27, 2022 (Thanksgiving Break) December 19-31, 2022 (Holiday Break) January 16, 2023 (MLK Day)

End Date: March 22, 2023

Demo Day and Graduation: March 22, 2023

### **Fall Full-Time 2022 (C# and Java)**

#### **14 weeks, M-F 9:30 am - 3:30 pm**

Start Date: **Tuesday**, September 6, 2022

Days off: November 23-25, 2022 (Thanksgiving Break)

End Date: December 9, 2022

Demo Day and Graduation: December 14, 2022

#### **Hours of Operation:**

Monday - Friday 9:00 am - 5:00 pm

Additional hours with appointment.

We Can Code IT reserves all rights to make changes to the calendar. These changes will be published in the catalog.

## **Tuition and Fees**

### **Tuition**

Tuition is \$14,900.



The school reserves all rights to make changes in tuition and fees. These changes will be published in the catalog, and will not affect students who have already signed an enrollment agreement.

## We Can Code IT Grants and Scholarships\*

**IT Readiness Grant:** A \$1,500 grant for students who successfully complete a paid PreSkill: Introduction to Programming Nanodegree Course prior to attending full stack bootcamp.

**The Brian T. Forsythe Social Equity Award:** Our scholarship awards up to \$1,000 for students who are women, African Americans, Latinx, Native Americans, and LGBTQ. Additionally, students whose income in the preceding year did not exceed 150 percent of the poverty level amount can apply for the scholarship (see guidelines, below).

There is a separate application process for this scholarship. Qualified students who have enrolled and paid their registration fee will be contacted by a Student Aid or Admissions representative concerning the application process and deadlines.

### **Income Poverty Values Table**

Maximum earnings vary based on family size, and must not be greater than 150 percent of poverty guidelines established by the Census Bureau for determining poverty status. The poverty guidelines are published by the U.S. Department of Health and Human Services in the Federal Register.

#### **Size of Family Unit | Maximum Income to Qualify**

1	\$12,140
2	\$16,460
3	\$20,780
4	\$25,100
5	\$29,420
6	\$33,740
7	\$38,060
8	\$42,380

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For family units with more than eight members, add \$4,320 for each additional family member.

**\*Please note that the two We Can Code IT grants or scholarships cannot be combined.**

**\*Please note that all grants and scholarships vest upon graduation.**

## General Fees (all sessions):

- Tuition: \$14,900
- Non-refundable registration fee: \$125
- Background check fee - \$50
- If you choose to pay by credit card, you will be charged for the additional fees incurred

## Late Fees and Reprints:

- Transcripts: \$10 / printed transcript request.
- Graduation Certificate reprint: \$10 / re-printed certificate.
- Students whose accounts go into collections will be responsible for all additional fees incurred.
- Late payments are subject to a 15% annual interest.
- Checks returned for NSF incur actual bank charges, plus a \$25 administration fee.

## Housing

If a student needs room/board, We Can Code IT can provide housing information in the Cleveland and Columbus area; however, it is a student's responsibility to pay any housing fees.

## Computers and Equipment

We Can Code IT will provide each student with a laptop for use in and outside of class during instruction. The laptop is to be returned in its original condition upon graduation. If the laptop is damaged or lost during the bootcamp, it is **the student's responsibility** to pay to replace or repair the laptop. The student will be assessed a fee equal to the cost to repair or replace. The amount will be no greater than \$600 (cost to replace).

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The equipment we have available for instructional use include the following: tvs, monitors, peripherals, books, software, projectors and laptops. Students may choose to use their own laptops. Please contact We Can Code IT for minimum requirements.

## Books

Some books are required to be purchased for the program. Other books are optional. Each student is responsible for ordering his or her own book(s).

### C# .NET Books

- **Required:** The C# Player's Guide (5th Edition) by RB Whitaker
- **Optional:** ASP.NET Core 2.0 MVC and Razor Pages For Beginners: How to Build a Website
- **Optional:** SQL Queries for Mere Mortals: A Hands-On Guide to Data Manipulation in SQL (3rd Edition) by John L. Viescas and Michael J. Hernandez
- **Optional:** Database Design for Mere Mortals: A Hands-On Guide to Relational Database Design by Michael J Hernandez.

### Java Focus Books

- **Required:** Java: A Beginners Guide (9th Edition) by Herbert Schildt
- **Optional:** Head First Java: A Brain Friendly Guide (Third Edition) by Kathy Sierra and Bert Bates

## Parking and Transportation

### Cleveland Campus

Public transportation and free parking are available for the Cleveland Location.

### Columbus Campus

Public transportation and free parking are available for the Columbus Location.

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## Collecting Tuition and Fees

We have a variety of payment plans and structures in place so that students can easily afford attending We Can Code IT.

### Upon Enrollment

- Non-refundable \$125 registration fee.

### Upon Orientation

- Background Check Fee
- Tuition payment. Select from the tuition payment options below.

#### Tuition Payment Options

- **Up-front Payment** – Tuition balance in its entirety, minus any We Can Code IT grant awarded, is due upon orientation. Any student who chooses this option must pay via cash, check or credit card.
- **Installment Payment Plan (Managed by InStore Finance)** – An option for the student to pay for the coding bootcamp as the student attends, divided into 3 even payments. The We Can Code IT Installment plan is managed by InStore Finance. Fees apply.
  - Payment 1 due at orientation.
  - Payment 2 due at 5 pm Eastern on the Friday of your cohort's 3rd week.
  - Payment 3 due at 5 pm Eastern on the Friday of your cohort's 11th week.
- **Third Party Loan** – A student must have an **approved and accepted** third-party loan for the entirety of the tuition balance minus any We Can Code IT grant awarded upon enrollment. We partner with SkillsFund and can suggest other options as well.
- **Tuition Reimbursement or Tuition Assistance** – Employer pays towards tuition either as reimbursement to the student or directly to We Can Code IT.
- **Income Share Agreement (ISA)** - A student must have an approved and accepted ISA for the entirety of the tuition balance minus any We Can Code IT grants awarded upon enrollment. We partner with Blair and JobsOhio.
- **Military TAA Funding** - We are approved for Chapter 33, Post 9/11, and Chapter 31 bills.

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**Note: You will not be able to graduate unless you are in good financial and academic standing.**

**\*Late payments are subject to a 15% annual interest rate.\***

## Student Loans and Financial Aid

1. Student loans or other financial aid funds received from federal, state, or local governments, or administered under the federal student financial assistance programs governed by Title IV of the "Higher Education Act of 1965," 20 U.S.C. 1070 et seq., as amended, will be collected and applied in the manner as controlled by the applicable federal, state, or local regulations.
2. Student loans or other financial aid funds received from private entities including, but not limited to, banks, financing companies, credit card companies, and other lending sources must be collected or disbursed in the following manner:
  - a. Loans or other financing payments for amounts less than five thousand dollars will be disbursed as a single disbursement, regardless of course length.
  - b. Loans or other financing payments for amounts greater than five thousand dollars that reflect a class term less than six months will have two equal disbursements. The disbursement schedule is as follows: one-half of the tuition amount released initially, and the remainder released halfway through the course term.
  - c. Loans or other financing payments for amounts greater than five thousand dollars that reflect a class term greater than six months, but less than twelve months must have three equal disbursements. The disbursement schedule is as follows: one-third of the tuition amount released initially, the second disbursement will be released one-third of the way through the length of the training, and the remainder released two-thirds of the way through the course term.
  - d. Loans of other financing payments for amounts greater than five thousand dollars that reflect a class term greater than twelve months will have four equal disbursements. The disbursement schedule is as follows: one-quarter of the tuition amount released initially, the second disbursement will be released one-quarter of the way through the length of the training, the third disbursement will be released halfway through the length of the training, and the remainder will be released three-fourths of the way through the training.

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3. We do not enter into any contract or agreement with, or receive any money from, private entities including, but not limited to, banks, financing companies, credit card companies, and any other private lending sources unless the private entity has a disbursement policy that, at a minimum, follows the rules in item 2, listed above.

## Discount Policy

In accordance with state code 3332-1-10, we do not offer discounts to students who are not employees of We Can Code IT. In accordance with state code 3332-1-10, we offer discounts to employees. These discounts are applied uniformly and are available to all similarly situated employees.

## Refunds

### Cancellation and Settlement Policy

All refunds are evaluated based on a \$14,900 tuition.

The enrollment agreement may be canceled within five calendar days after the date of signing provided that the school is notified of the cancellation in writing. If such cancellation is made, the school will promptly refund in full all tuition and refundable fees paid pursuant to the enrollment agreement and the refund shall be made no later than thirty days after cancellation. This provision shall not apply if the student has already started academic classes.

If the student is not accepted into the training program, all monies paid by the student shall be refunded. Refunds for books, supplies and consumable fees shall be made in accordance with Ohio Administrative Code section 3332-1-10.1. Grants and scholarships are non-refundable. There is one (1) academic term for this program that is 315 clock hours in length. Refunds for tuition and refundable fees shall be made in accordance with the following provisions as established by the Ohio Administrative Code section 3332-1-10:

1. A student who withdraws before the first class and after the five day cancellation period shall be obligated for the registration fee.
2. A student who starts class and withdraws before the academic term is 15% completed will be obligated for 25% of the tuition and refundable fees plus the registration fee.
3. A student who starts class and withdraws after the academic term is 15% but before the academic term is 25% completed will be obligated for 50% of the tuition and refundable fees plus the registration fee.
4. A student who starts class and withdraws after the academic term is 25% complete but before the academic term is 40% completed will be obligated for 75% of the tuition and refundable fees plus the registration fee.
5. A student who starts class and withdraws after the academic term is 40% completed will not be entitled to a refund of the tuition and fees.

The school shall make the appropriate refund within thirty days of the date the school is able to determine that a student has withdrawn or has been dismissed from a program. Refunds shall be based upon the last date of a student's attendance or participation in an academic school activity.

## Veterans Refund Policy

In the event that veterans or their eligible persons sponsored as students under Chapters 30, 32, 35 of Title 38 and Chapter 1606 or Title 10 U.S. Code, fail to enter the Program or withdraw or are discontinued therefrom at any time prior to completion, the amount charged for tuition, fees and other charges shall not exceed the approximate pro rata portion of the total charges for tuition, fees and other charges that the length of the non-accredited program bears to its total length. A registration fee of \$10 need not be refundable: any amount beyond that is subject to proration and refund (CFR 21.4254( c) (13)). The pro rata portion may not vary more than 10 percent of the total costs for tuition, fees, and other Charges.

A copy of this policy will be provided to all students receiving educational benefits from the Veterans Administration.





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## Student Absences, Tardiness, Makeup Work

### Absences

Students are required to attend a minimum of 90% of the instructional time of the bootcamp. Attendance is calculated on a minute basis. Students are responsible for knowing their standing with the attendance policy. Students who miss class time due to extenuating circumstances may be eligible for make-up hours. This is at the discretion of We Can Code IT's staff. Students who do not adhere to these requirements will not graduate.

### Tardiness

Timely attendance is an expectation of performance for all We Can Code IT students. **The amount of tardiness, rounded to the minute, will count against each student's overall attendance rate.** We Can Code IT acknowledges that unexpected issues arise; however, these should not become a pattern. Not only does a pattern of tardiness negatively impact a student's ability to learn the material required for success in the class, but it suggests to potential employers that the pattern may continue into a student's work life. We Can Code IT staff will assist as possible in managing aspects of a student's life that are influencing tardiness, but it is the student's responsibility to proactively communicate these concerns.

### Makeup Work

If a student misses class, the student is expected to make up all the work, and learn all materials presented during the time the student missed. The student must speak with an instructor regarding how to best determine the materials and information the student missed.

### Student Leave of Absence

Due to the short, intense nature of the program, We Can Code IT does not allow leaves of absence. A student must reapply to the program as a new student if an extended leave of absence becomes necessary.

### Emergency Closing

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In the event that class needs to be canceled due to inclement weather or any other emergency, students will be notified as soon as possible. Students experiencing issues should contact an instructor. We Can Code IT assumes no personal liability, and asks that students use caution when traveling.

## Grading and Suspension or dismissal

### Unsatisfactory Work

#### Improvement Plan

Students must maintain satisfactory work throughout the program, as well as maintain a 90% or greater attendance rate in order to graduate. Students must still maintain a 90% attendance rate and 80% in student academic performance (SAP). Students' academic standing is reviewed regularly, and students who are not meeting the standards for graduation may be placed on a Student Improvement Action Plan (IAP). At the end of the IAP plan date, the student will either be moved back to good academic standing or will be dismissed from the program.

### Grading

Assignments, tests, quizzes and projects are given a percentage or pass/fail grade. Student grades can be found in the student portal. **Students who do not receive a cumulative grade of 80% or more for the course work will not qualify for graduation.**

Grade calculation:

A = 95% or Higher

B = 87% - 94%

C = 80% - 86%

F = Less than 80%

### Late Assignments

Assignments are expected to be turned in on time. If an assignment is not turned in by the date / time required, 10% will be subtracted for each day it is late. A due date and time will be provided for each assignment. If an assignment is due on 01/01 (by midnight), and a student submits it at 12:05 am on

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01/02, that assignment is considered one day late, and will automatically incur a 10% grade penalty. Assignments submitted more than five days past the due date may not be accepted, and are subject to a score of **zero**. Students must complete all assignments in order to pass the course.

## Unsatisfactory Progress

If a student fails a portion of the program at any time, the student will be placed on a Student Improvement Action Plan. If the student cannot resolve a failing status satisfactorily, the student may be dismissed from the program. The student may be eligible for a refund based upon our stated refund policies. The decision to readmit a student is at the discretion of We Can Code IT's staff, and the student may be required to complete all or portions of the admissions process.

## Student Conduct and Termination

If a student displays improper conduct or disruptive behavior, the student may be subject to being excused from a class or event, put on a Student Improvement Action Plan, or even risk being dismissed without readmittance privileges. This is at the discretion of We Can Code IT's staff. The decision to readmit a student is at the discretion of We Can Code IT's staff.

Further details can be found in the [We Can Code IT Student Code of Conduct](#).

## Academic Integrity Policy:

The student is required to conduct her/himself with integrity in the submission of all academic work, and will not give or receive unauthorized assistance for the completion of assignments, projects, or other work. Additionally, plagiarism is not tolerated. Any violations of the Academic Integrity Policy will lead to disciplinary action (see below) against the student, up to and including suspension or dismissal from the Boot Camp. It is assumed that all students will play a role in preserving the academic integrity of the Boot Camp and have an obligation to report violations of the Academic Integrity Policy committed by other students.

Disciplinary action for violations of the Academic Integrity Policy will depend on several factors, including the following:

- Whether the student is a first-time offender or a repeat offender
- Whether the violation was intentional or due to carelessness or a lack of knowledge
- Whether the student acknowledges the offense when presented with overwhelming evidence

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- Whether the violation has major impact on the learning environment

Once it is determined that a violation has occurred, the We Can Code IT staff will impose sanctions, which may include, but are not limited to:

- **Written warning** - Instructors may issue a written warning at any time - consistent with a reasonable determination that a violation has occurred - to students for minor violations of the Academic Integrity Policy. The warning shall include a description of the violation and the corrective action needed to prevent further violations.
- **Grade reduction or failing grade on the assignment involved in academic integrity violation** - Instructors may determine whether a grade reduction or failing grade on an assignment is justified given the extent of the violation. Such decisions will be upheld unless determined to be arbitrary and capricious.
- **Recommendation for administrative action** - Administrative actions include, but are not limited to course failure, suspension, dismissal, and/or revocation of an awarded certificate. The We Can Code IT staff will review all materials and issue a decision.

## School Policies

### Copyright Infringement Policy

All of our materials are copyrighted. We Can Code IT prohibits students from distributing copyrighted material and prohibits the use of the institution's technology hardware and software for that purpose. Any students engaged in such activities will be suspended with the potential to be dismissed and to receive legal action.

### Standards of Academic Progress

**Students who do not receive a cumulative grade of 80% or more for the course work will not qualify for graduation.**

Grade calculation:

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A = 95% or Higher

B = 87% - 94%

C = 80% - 86%

F = Less than 80%

## Transfer of Credit

Given the accelerated nature of our training program, credit for previous training will be determined on a case by case basis. Our course is 315 clock hours, not based on credit hours. Transferability of We Can Code IT credits is determined by the receiving institution.

\*We do not accept life experience as credit.\*

## Withdrawal and Re-Enrollment Policy

Students who withdraw from the program, regardless of reason or future plans for re-enrollment, may be eligible for tuition refunds in accordance with the We Can Code IT cancellation and refund policy. To re-enroll, please contact your admissions representative.

## Program Description

We offer accelerated training in software development. Our offerings encompass 315 clock hours of instruction in Computational Thinking, Full-Stack Development, and Career Services. It is offered in two different formats.

### **Full-Time, Software Development Bootcamp (C#)**

C# .NET with front-end development using HTML, CSS, and JavaScript.

### **Full-Time, Software Development Bootcamp (Java)**

Java, Spring, and JPA with front-end development using HTML, CSS, and JavaScript.

### **Part-Time, Software Development (Java)**

Java, Spring, and JPA with front-end development using HTML, CSS, and JavaScript.



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The full-time offering is Monday - Friday from 9:30 am - 3:30 pm for 14 weeks.

The Part-time program is offered via distance learning with 2 days, twice per month of live instruction, over 22 weeks. The 2 day live instruction sessions per month will be 9:00 am - 5:00 pm on Saturday and Sunday.

NOTE: You are expected to leave time (9-5 for full-time, for example) to complete your work. Full-time students are expected to not have other jobs or significant commitments during the course of the bootcamp.

## Educational Objectives

1. **Computational Thinking Fundamentals** will start you on your path to understanding the framework used not only by computer scientists, but by all those working with data in our information rich, modern world.
1. **Back-end Computer Programming / Object-Oriented Programming.** You will learn object-oriented programming in either C#/.NET or Java. You will learn modern MVC patterns that will enable you to create web applications with databases. You will also learn how to add new libraries to your projects in order to reuse others' code. You will build, debug, and deploy web and desktop applications.
2. **Front-end Web Development** will include using HTML5 , CSS3, and JavaScript, along with common website development principles and practices as well as user interface conventions.

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## Student Services

### Career Advancement

We provide superb career and employment services, The Career Difference™, to all of our students. We connect students with our employer partners and notify students of potential opportunities. We also provide one-on-one assistance to students who want additional help. We cannot guarantee employment for any of our students at any time during the program or after graduation. It is up to the student to find employment, though we provide the assistance as stated above.

### Records Access

We Can Code IT guarantees the student's rights to access their academic and administrative records at any time during the program or after. A printed copy of transcripts or graduation certificate is subject to a \$10 fee. All transcripts and certificates are available in the online student portal for free.

Students can request their records by contacting a faculty or staff member at [hello@wecancodeit.org](mailto:hello@wecancodeit.org).

### Non-Discrimination Statement

We Can Code IT does not, and shall not discriminate in its educational programs or activities on the basis of race, color, national or ethnic origin, ancestry, age, religion or religious creed, disability or handicap, sex or gender, gender identity/expression, sexual orientation, veteran or military status, genetic information, or any other characteristic protected under applicable federal, state, or local law. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, students, volunteers, subcontractors, vendors, and clients.

### Admission Procedure for Students with Special Needs

Applicants with disabilities applying to We Can Code IT follow the same admission procedures as students without disabilities and must submit application materials as requested by We Can Code IT. Decisions regarding acceptance will be made without regard to disability, and will be made in accordance with established admission standards.

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## Faculty

**Mel McGee**

Founder & CEO

**Arlene Polderman-Aulisio**

Director of Education

**Clifford Jenkins**

Instructor

**Richard Kidwell**

Instructor

**Alan Kostrick**

Instructor

**Gavin Hensley**

Instructor

**Jordan Gilpin**

Associate Instructor (TA)



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## Grievance Procedure

We Can Code IT will make all attempts to solve problems internally before filing with the state. Please direct all grievances to We Can Code IT before contacting the Ohio State Board of Career Colleges and Schools.

Grievances should be directed to:

We Can Code IT

Attn: We Can Code IT Grievances

50 Public Square, Suite 200,

Cleveland, OH, 44113

Telephone: 844-932-2626

You have the right to file grievances with the Ohio State Board of Career Colleges and Schools:

30 East Broad Street, Suite 2481

Columbus, OH 43215

Phone: (614)-466-2752

Toll Free (877) 275-4219

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## Addendum #1

### Colmery Statement

We Can Code IT will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from the Department of Veterans Affairs under chapter 31 or 33.