ideal
Institute Of Technology

SCHOOL CATALOG
2023-2024

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President's Message

"Welcome to Ideal Institute of Technology. It is with great pride that I welcome you to our institution! It is also my pleasure to present the technical and vocational courses that we offer. We hope to become the premiere provider of the top and most popular technical learning courses in Atlantic County and beyond. Ultimately, our vision is to develop an IT workforce that will position South Jersey as the next Silicon Valley, incorporating fast growing technology programs into the culture of our region, one student at a time.

Since Ideal Institute of Technology has opened its doors, the school has integrated exciting, unique opportunities for students who study our programs.

Student artists in business and technology will have the opportunity to utilize Ideal Institute's innovative music studio in the Ideal Tech Center, a student run enterprise. Music and video professionals who enter through its doors will be empowered to start small businesses on the web, as well as video and music production. Students will learn how to launch and distinguish him or herself in a demanding industry and will learn that use of the web is a smart business model which will cut costs and reach more customers inside and outside the industry.

Ideal Institute implemented a Business Affiliate Program that allows local businesses to partner with Ideal and receive educational opportunities for their employees and promotions for their businesses in exchange for Ideal students to serve as interns in their respective business.

Students who learn how to make electronic repairs will have access to hands-on experience through the Technothon Fundraiser. Students apply what they learn in the classroom by repairing broken cellphones, game consoles, laptops, notebooks, tablets, and other electronic devices.

I founded Ideal Institute of Technology to prepare a skilled workforce for the technical job market. We believe that through providing the most updated and efficient learning, an individual will be able to find a career and eventually financial success."

Ms. Mital Parikh

President and CEO

Mission Statement

Knowledge is power and Ideal Education seeks to impart that power to our students. Our objective is to enhance and elevate students to professionals with exceptional skills and capabilities. Our institution, through quality education and training, coaches' students in areas of administration, accounting, business, and technology and aims for them to realize their full potential. We also offer programs for professionals to reinforce and further augment their powers. Ideal Education aspires to become a world leader in education, thus guaranteeing its students an edge over the morphing professional world.

Ideal Education believes that quality education in trade and business skills along with awareness of self-worth is essential for success. The faculty and staff provide all students with an educational experience that encourages a high degree of competence in trade activities. The career training provided at Ideal Education Inc. is designed to help job seekers enter the job market in a reasonably short period of time.

Administrators and Staff

Mital Parikh MS Occupational Therapist	*Director,* Supervisor of Instruction
Dhara Bachman	*Director of Branch Campus,* Supervisor of Instruction
Dhiren (Ren) Parikh	*Director of Main Campus*
Sunny Bhardwaj MSCIS	*Academic Dean* Instructor
Rodrick Green	Career Services and Job Placement
Martha Zechman	Admissions Director
Charmy Vadgama	Admissions Assistant */* Front Desk
Cristal Neito	Admissions Assistant/ Front Desk
Raymond Sprouse	Instructor
Christopher Bachman	Instructor
Dawud Naz Dockery	Instructor
John Woerner	Instructor
Maisha Showell	Instructor
Mella Little	Enrollment Specialist
Joshua Jenkins	Building Maintenance

Member Advisory Committee

Peter Kothari, *President, Quick Travel Inc.*
H.R Shah, *Founder & CEO, TV Asia*
Nayan Parikh, *Founder & President, Ashnu International.*
Richard Baehrle, *CEO, Get Rich in Real Estate*
Ali A Dastmalchi, *PhD, MBA, Professor of Economics, Webster University*
Hemant Bhatt, *CEO, Quick Insurance agency*
Tarak Thakor, *Founder, Web-ever Technologies*
Kishor Ghelani, *Founder, Galloway Builders*

Facilities

We are conveniently located to several New Jersey Transit bus and train lines. Ideal Institute of Technology includes a modern building with 4 classrooms, which includes a Computer laboratory. Class capacity for each classroom is 5 to 6 students with highly interactive training in an intimate, networked, learning environment. All Ideal Institute of Technology students have access to the computer labs.

Classes for Web Development, Cell Phone Repair, Entrepreneurship, and selected Adobe classes will be held in the Ideal Institute of Technology Career Center at the Hamilton Mall, 4403 Black Horse Pike, Unit 1102, Mays Landing.

Hours of Operation

The operation time frame of service activity is Monday through Friday 9.00 am to 5:00 pm. The school day classes are held from 9 a.m. to 3 p.m. and 5 p.m. to 10 p.m. (Monday to Thursday). This scheduling allows students to accept part-time employment. Evening School classes are held from 6 p.m. to 10 p.m. four evenings per week. (Monday to Thursday)

Resource Center

A resource center is located at each campus to assist students. The school's resource center house is a library that students can utilize for their reference purposes. The library has computers with Internet access for students to browse for job search. Students are encouraged to use the resource room to upgrade or update their information on job availability, browse the internet to conduct research on the DOL job sites, and for necessities like checking email and so on.

Enrollment Dates

The school is in session all year around, except for designated holidays and vacations. Classes are scheduled as demand and facilities permit. The institute has an open enrollment policy. The school operates all year around. Students may be enrolled at the start of the module if they qualify. Usually, a new module starts from 2 to 4 weeks for full time/daytime and 4 to 8 weeks for part time/evening programs. ***For a more specific start date please contact the admissions office.**

In the event of an unannounced school closure, students enrolled at the time of the closure must contact the Department of Labor and Workforce Development's Training Evaluation Unit within ninety (90) calendar days of the closure. Failure to do so within the ninety (90) days may exclude the student from any available form of assistance. The contact number to call is **(609) 292-4287.**

Calendar of Holidays

- New Year's Day
- Martin Luther King Jr. Day
- President's Day
- Memorial Day
- Juneteenth (observed third Friday of June)
- Independence Day
- Labor Day
- Columbus Day
- Veteran's Day
- Thanksgiving
- Thanksgiving Friday - Black Friday
- Christmas Break - (Dec. 19-Jan. 1, 2020-21)

Class scheduling

The school's day classes are held from 9 a.m. to 3 p.m. (Monday to Thursday). This scheduling allows students to accept part-time employment. Evening School classes are held from 5 p.m. to 10:00 p.m. four evenings per week. (Monday to Thursday)

ADMISSIONS INFORMATION

Admissions Policy Entrance Requirement

A desire for a career in business or industry coupled with a strong drive to succeed is all that is required of an applicant.   A member of the admissions department must interview all applicants. Applicants must be 18 years of age on or before start of program and demonstrate the ability to benefit from the training and be committed to completing their program of study. If the applicant desires to pursue a selected program, an appointment for a school tour is made for a future date, allowing time to investigate other schools and opportunities.

INFORMATION ON GRANTS, STUDENT LOANS AND SCHOLARSHIPS IS PROVIDED TO EACH APPLICANT.

Personal Interview

Each new student is guided in the selection of a program that best suits his/her personal abilities and needs. Any student having prior related training or experience is instructed to list that training on the application and inform the admissions representative. The admissions representative will schedule an appointment with the Director who will evaluate the student's background and make final acceptance decision.

Credit for Previous Training

Ideal Institute of Technology is committed to helping students reach their educational goals as quickly as possible. However, technology changes rapidly and what was learned in an earlier program may no longer be applicable. To ensure that our students graduate with the skills necessary to achieve success in the workplace we will give recognition for previous training only after the student has taken and passed a program proficiency test. The minimum passing grade is 80 percent proficiency on the tested information. Students wishing to receive recognition for previous training must show proof of previous training.

Equal Opportunity Policy

The school does not discriminate based on race, color, gender, religion, national or ethnic origin in the administration of its educational policies, admissions policies, scholarships, loan programs, or any other school administered programs. The school has facilities to provide proper services to the physically handicapped, which include parking, elevator, restroom facilities and seating assignment. The institute is not capable to provide any special services to mentally handicap or person who has learning disabilities. All students are required to fulfill entrance requirements as stated above.

STUDENT INFORMATION RELEASE/ACCESS POLICY

Family Educational Rights and Privacy Act (FERPA)

Eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, or reasons such as great distance, it is impossible for eligible students to review the records. Schools may charge a fee for copies. Eligible students have the right to request that a school correct records that they believe to be inaccurate or misleading. If the school decides not to amend the record, the eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

A student has the right to access his/her file. An appointment must be made in advance with the Administrative Assistant at the front desk. Third parties must obtain approval from the student before information may be released."

However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- School officials with legitimate educational interest.
- Other schools to which a student is transferring.
- Specified officials for audit or evaluation purposes.
- Appropriate parties in connection with financial aid to a student.
- Organizations conducting certain studies for or on behalf of the school.
- Accrediting organizations.
- To comply with a judicial order or lawfully issued subpoena.
- Appropriate officials in cases of health and safety emergencies; and State and local authorities, within a juvenile justice system, pursuant to specific State law.

The School Year

The school operates on a twelve-month schedule throughout the year. Classes are scheduled to start as class openings present themselves. Starting dates are scheduled in advance, and the length of the specific program selected will then determine the student's ending date.

Placement Assistance

Ideal Institute of Technology maintains a placement service to assist students and alumni to find suitable entry-level employment. The school encourages all students to work after school to defray the cost of their training and to obtain valuable work experience while attending school.

The Placement Office schedules periodic seminars before graduation. During these seminars, the Placement Office encourages students to make individual appointments to discuss their employment needs. The student will receive instruction on dress, professional attitude, and all essential skills necessary to advance in today's job market.

The Placement Office will then arrange appointments with prospective employers. The student is expected to keep appointments, arrive promptly, be properly attired and report back with the results of the interview. Remember – the school will assist you in every way possible, but only YOU can get the job.

Applicants may obtain information on the percentage of graduates who have obtained positions in the field for which they were trained and their average starting salary from the Admissions Office. This information is readily available for everyone to see. The school cannot make guarantees of employment. The school will make every attempt through its placement service to successfully place all graduates in an appropriate position in their chosen career field, but there is no guarantee of employment upon completion, nor has one been stated or implied. All students must comply with the rules and regulations of the Placement Office or the school may consider the student ineligible for placement assistance.

Laboratories

All laboratories are open between scheduled class hours.

Special Study Sessions and Tutoring

Any student who falls below 75% GPA will receive additional or remedial instruction.

Career Programs

Graduates and employers are invited to Ideal Education to discuss employment opportunities and proposed courses and curriculum updates.

Counseling Service

Placement Department personnel provide career counseling. This service is available to all enrolled students throughout their program and students are encouraged to avail themselves of this service. Services will continue up to 3 months following course completion.

Books and Materials

Books and materials are part of the total tuition cost.

Tuition

Tuition and Fees vary by program and campus. Detailed schedules are available in the enrollment agreement and in a supplement to this catalog. The admissions office can provide additional copies of the supplement and answer questions concerning program costs

Enrollment

Max 10 Students per Program in one class.

FINANCIAL ASSISTANCE

Financial Aid

There is currently no available Financial Aid at Ideal Institute of Technology. However, Ideal Institute may agree to accept signed agreement of installment payments. For more information regarding this matter, please contact the School Agents.

Alternative Loan Option

Alternative loan options are available. For additional information, please contact the Financial Aid Office for an appointment to discuss available options.

Student Payment Plan

A student payment plan option is provided for students who have balances remaining after all other financial aid options have been pursued. Students making cash payments can arrange for a convenient payment plan over the course of their training. Minimum payment requirements are required, and all education costs must be paid in full prior to graduation.

Work Study Programs

At Ideal Institute of Technology, student learning is centered around a philosophy that says, "Build the competency and Get the Job."

Students come to Ideal Institute of Technology to acquire job-ready skills and graduate prepared to compete in the business and information technology job markets. Students are taught by fully certified instructors to help them gain the skills they need in a rapidly changing technology environment.

Students gain confidence in their skills through hands-on training and internships, which prepares them to compete in the job market.

Work study programs are available for students studying computer repair, cell phone repair, telecommunications, web development and business. After three to four weeks of class, a student is eligible to participate in work study.

Ideal Institute students are prepared to:

- Repair cellphones, computers, and other electronic devices
- Troubleshoot and repair office equipment
- Perform administrative office duties
- Perform bookkeeping duties in small businesses
- Create and maintain websites
- Use entrepreneurial skills in local businesses

Students enrolled in CompTIA A+ and cell phone repair will have the opportunity to fix electronic devices dropped off by customers and earn a portion of the revenue that is generated. Students will also work on the Tech-On-Wheels Van, an Ideal Tech Center Enterprise run by students and supervised by certified technicians.

Web Development students will have the opportunity to earn money by helping businesses update their websites for a fee. They may also generate additional income by obtaining a list of businesses that need website assistance. **Contact Ideal Institute for additional information.**

ACADEMIC POLICIES

Grading System

The student is always responsible for his/her own academic progress and standing, for contributing by preparation for and participation in those classes in which he/she is enrolled and for maintaining an academic achievement record commensurate with his/her ability.

The school utilizes the grade point system to determine academic grade

A (Excellent)	90% - 100%
B (Above Average)	80% - 89%
C (Average)	70% - 79%
D (Below Average)	60% and 69%
F (Fail)	Below 60%
WP	Withdrew Passing
WF	Withdrew Failing
Inc	Incomplete

Satisfactory Academic Progress (SAP)

All students are advised that their academic progress is monitored constantly throughout their program. All student grades are maintained by the instructor and posted on the student grade report. The final grade calculation for each course in a program of study is specified on the course outline. To maintain satisfactory academic progress, the student must have a have 75 % attendance and maintain C or above Grade.

The maximum time for program completion of a program is limited to 1.5 times the program length. To cite an example, if the normal duration of 600-hours program is 6 months, quantitatively, students need to complete the required 600 hours in nine months.

Failure to maintain the above-required academic progress within the allocated time frame will result in a mandatory conference between the School Director and the student. If there is no valid reason for poor academic progress, the student will be dismissed. If the student, at this conference, demonstrates a good reason for the deficiency and there is a good expectation of satisfactory progress, the student will be allowed to remain in school on academic probation.

The student who is placed on academic probation must demonstrate academic improvement within a three-week period and meet the specified Grade Average or the student may be dismissed. The school uses an advisement form that includes notification of any change to the student's status with the student's signature of acknowledgment.

At the instructor's discretion, course work for an incomplete grade may be submitted after the course completion date. If not submitted, the final grade will revert to an "F". A course failure requires the student to repeat all course work as specified on the course outline. Grades from a failed course will not count. Work submitted must provide sufficient evidence of the knowledge and

skills presented in the course. It is emphasized that a student's goal is to secure gainful employment in a career field at the end of the selected program. Students that miss lessons are permitted to make-up work within 1 week of missed lesson.

Academic Honesty Policy

Ideal Institute of Technology is committed to the highest standards of academic honesty. Integrity, respect, and self-discipline reflect the core values of our institution. Students, faculty, and administrators are expected to uphold academic honesty.

Examples of Academic Dishonesty include, but are not limited to:

- Obtaining in an unauthorized manner the questions or answers of any examination or utilizing unauthorized aids while taking an examination.
- Representing any work as one's own that was done in whole or in part by another person or in collaboration with another person without attribution or proper mention.
- Engaging in the following forms of academic honesty violation, including but not limited to copying, closely paraphrasing, or using another work without explicit acknowledgement of author and source.
- Falsifying data, citations, or other information for academic work of any sort.
- Misrepresenting work done, including submitting a report on a performance or exhibit one did not attend.
- Aiding another student in the violation of the Academic Honesty Policy.

Responsibilities of Students

Every student is expected to uphold the ideals of academic honesty and integrity. Other responsibilities of students include:

- Students are expected to know Ideal Institute's Academic Honesty Policy. Ignorance of the policy shall not be considered an excuse if confronted with violating the policy.
- Students should consult faculty or staff members when they are unsure whether their actions would constitute a violation of Academic Honesty Policy.
- Students are to acknowledge all expectations regarding academic honesty as stated by their course instructors.
- Students are expected to know what constitutes plagiarism.

Appeals Procedure

Students who have been determined not to be making satisfactory academic progress and who feel that there are mitigating or extenuating circumstances that led to their failure to maintain satisfactory progress may appeal by requesting in writing a review of their situation. Such a review shall be conducted by the Academic Review Committee and consists of the School Director, Director of Education, and Senior Instructor. Should the appeal be granted, the student will receive one

additional academic term in which to regain satisfactory progress? Any decision resulting from that review is final and is not open to appeal.

Attendance

All students are reminded that lateness, class cuts and absences are not privileging. Instruction at this school is designed to prepare the student for gainful employment. Graduates will not be able to keep a position if they are constantly late or absent. Instructors take attendance daily. Fifteen (15) minutes late for class is considered a tardy. Four (4) tardies equal an absence. All absences will be reviewed periodically.

A poor pattern of attendance without a valid reason will be cause for probation. After ten (10) days of consecutive absenteeism without any notification, the student will be administratively withdrawn from the course. Five (5) days of consecutive absenteeism will result in academic review and possible probation, at which time the administration will make every effort to assist a student who has documented extenuating circumstances (i.e., illness, accident or death in family) successfully complete the academic requirements of the course. Failure to comply will result in the need to repeat the course or withdraw. More than 20% of absenteeism in any one course will result in the same review process. A student must attend 80% of the program requirement to graduate. Makeup work must be submitted to the Instructor within one week.

The student agrees to maintain regular attendance and to abide by the rules and regulations of the school. The student understands that regular attendance is the obligation of the student and that the school's policy regarding absence and make-up as stated in the school catalog will apply. Violation of school rules and regulations may subject the student to dismissal.

Make up Work

For students to meet their educational goals they must receive instruction in all aspects of the program. Lessons missed due to absences or a leave of absence needs to be made up. The student must makeup missed classes and assignments within five (5) business days of returning to school. Please meet with course instructor to schedule make up work. Students should meet with their instructor to get missed assignments. Students who do not take advantage of the school's makeup policy may need to arrange for private instruction at an additional cost to the student. Private instruction will incur additional fees. When applicable, should the student request to wait until the missed lesson is offered in another class the student needs to be aware that this may change their completion date. The student will need permission from the school director for a change in completion date and may result in a contract amendment.

Leave of Absence

A student is eligible for only one, leave of absence with a maximum time limit of 6 months or 50% of the total duration of the program, whichever is shorter. To receive a leave of absence, a student must submit the request in writing to the program director.

If leave of absence approved, a copy of approval must be provided to student and student will be required to attest the document by signing the form. If the student does not return on the scheduled date, the student's enrollment will be terminated. The institute may not assess any additional fees because of the leave of absence. The approved LOA form will be kept in the student's folder for records.

Graduation Requirements

To graduate, students must complete all required assignments and class work with a final Grade Point Average (GPA) of C or above. Students must have a minimum attendance rate of 80 percent of the schedule time. Tuition accounts must be satisfied. A student who satisfactorily completes a program will receive a certificate upon graduation. A Certificate will be issued to those students who successfully complete the Certification program.

Students Evaluation

At the end of the course, all the students are required to take test to successfully complete the course. The final test will depend on the course. Students will be expected to demonstrate practical knowledge as well as theory of the course material. Quizzes and mock Test will be taken by instructor on monthly or weekly basis depending on the program.

Withdrawal Procedure/Cancellation/ Refund Policy

Refund policy is based on full-time attendance in courses/programs exceeding 300 hours, but not exceeding 1200 hours (N.J.A.C. 12:41-2.4k (2). The school may retain the registration fee and a portion of the monies paid for books, equipment, and tools. The director of the school must be notified in writing within five business days of the date of withdrawal. The school shall adhere to the following refund policy in the event of notification by the student of withdrawal from the school or termination by the school prior to completion of the course or program:

Time of Withdrawal	Student's Responsibility
Within 3 business days of signing this contract	0% of total tuition plus registration fee
During the first week	10% of total tuition plus the registration fee
Weeks two and three	20% of total tuition plus the registration fee
After three weeks & prior to 25%	45% of total tuition plus the registration fee
After 25% of program and before 50%	70% of total tuition plus the registration fee
After 50% of program is completed	100% of total tuition plus registration fee

Veterans Affairs Pending Payment Compliance

In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. This school <u>will not</u>:

- Prevent the students' enrollment.
- Assess a late penalty fee to.
- Require student secure alternative or additional funding.
- Deny their access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Provide Chapter 33 Certificate of Eligibility (or its equivalent) or for Chapter 31, VA VR&E's contract with the school on VA Form 28-1905 by the first day of class.
  - ❖ Note: Chapter 33 students can register at the VA Regional Office to use E-Benefits to get the equivalent of a Chapter 33 Certificate of Eligibility. Chapter 31 student cannot get a completed VA Form 28-1905 (or any equivalent) before the VA VR&E case-manager issues it to the school.
- Provide written request to be certified.
- Provide additional information needed to properly certify the enrollment as described in other institutional policies.
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Veterans Refund Policy

If veterans or their eligible persons sponsored as students under Chapters 30, 32, 35 of Title 38 and Chapter 1606 of Title 10 U.S. Code, fail to enter the Program or withdraw or are discontinued from 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 pro ration 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.

Re-enrollment/Status Change

A student who has been dismissed for unsatisfactory progress must remain out of school for two weeks and must apply for re-admission. Readmission will be granted only with the approval of the School Director upon the recommendation of the Director of Education. Student must demonstrate

a desire to succeed, willingness to attend classes and academic ability. Students who are readmitted to Ideal are on probation and must bring their Cumulative Grade Point Average above the probation range by the end of their next course.

If, in the judgment of the Director of Education, it is highly improbable that a student's Cumulative Grade Point Average will reach the probation range, the student will not be readmitted.

Course Campus

All the courses are offered at different campus or multiple campus. In course Curriculum course campuses are written. For Example, Course name – M/B/V

Where throughout the curriculums

M – Main Campus (4403 E Black Horse Pike, #2141, Mays Landing, NJ 08330)

B – Branch Campus (121 S Main Street, Pleasantville, NJ 08232)

V – Virtual Campus (Offered Online)

Rules and Regulations/Code of Conduct

The philosophy of this school is that its community of students is composed of mature men and women whose purpose in attending is to prepare them for a rewarding career in the world of business or industry. The school is an institution of higher learning preparing the student to work as a professional in business and industry. For the personal safety and wellbeing of the student body, the observance of the following rules and regulations is required:

1. The student will respect the property of fellow students, instructors, and the school. Proper care must be taken of all materials loaned to the student.

2. The student shall respect the scheduled hours of the school; the start, end, and break times, and shall be in on time, and do the work in accordance with the schedule.

3. Food and drink permitted in designated areas only.

4. Unsatisfactory and/or unsafe conduct will not be tolerated and is grounds for dismissal.

5. Smoking is prohibited in the school.
6. The use, distribution or sale of illegal drugs and alcohol is prohibited on school premises.

   Information on drug and alcohol treatment centers and programs can be obtained from the Administrative Assistant. The Administrative Assistant office collaborates with treatment facilities, government agencies, community groups and law enforcement agencies to contribute to the reduction of substance abuse.

Grievances/Complaints

The student is advised to attempt first to resolve the issue with the instructor. If that is unsuccessful, the student should put the grievance in writing and submit it to the school director. The school director will respond to the student's grievances promptly within 7 days upon receiving the grievance. The school director's response to the grievance will be made after a collective meeting process between the School Director, student, and the concerned Instructor.

Conditions for Dismissal

1. Non-compliance of any school rule or regulation
2. Non-attendance
3. Failure to meet satisfactory progress requirements
4. Non-payment of tuition, fees or the return of books owed to the school

The policy regarding termination of students is that each infraction is considered individually by the administration. It may result in suspension, probation, or dismissal.

Computer Access & Software Piracy Protection Policy

1. Act of Software "Piracy" either of copyrighted materials or student's materials will not be tolerated and the student will be subject to dismissal.
2. Unauthorized release or use of another student's passcode will not be condoned and will affect loss of LAN system privileges.
3. Inappropriate or unauthorized use of the computer LAN system (i.e., personal use, game playing during class hours, "Hacking", etc.) will not be condoned and will affect loss of LAN system privileges.
4. Students are liable for any damage to any equipment caused by willful intent, willful misuses, or inappropriate utilization.
5. Students are expected to return all equipment to the appropriate storage area and   clean up their workstations at the end of each laboratory session.

Programs of Study

The school operates on a clock hour basis. A clock hour consists of a minimum of 50 instructional minutes. Students in all programs are expected to spend at least an hour a day in outside preparation and study in each lecture-based course to complete course requirements. No representation is made whatsoever concerning the transferability of any credits to any institution. Students must contact the registrar of the receiving institution to determine what credits, if any, that institution will accept.

A credit disclaimer statement

Ideal institute of technology does not offer college credit courses. The use of the term credit refers only to financial credit towards grants or student loans. It does not refer to academic credit. Ideal Institute of Technology is not approved to offer college credits Ideal Institute of Technology is a state approved private vocational school."

 For detail about the Instruction hours and the hours for each program and course, please refer to the course and program content section.

Courses

TECHNOLOGY PROGRAMS:

- AWS Cloud Practitioner Certification
- AWS Specialist
- CCNP Data Center Expert
- CCNA Security Expert
- CISCO Certified Technician
- CompTIA A+ Certification
- CompTIA Cybersecurity Professional Certification
- CompTIA Network+
- CompTIA Security +
- Cybersecurity Certification
- Front End Web Developer
- Help Desk Analyst
- iOS App Developer
- IT Fundamentals
- Linux Pro
- Microsoft Certified Solutions Expert
- Microsoft MD Certification
- Network and Telecommunications Specialist
- Network Specialist
- Python Programming Certifications
- Software Developer Professional
- Telecommunications Specialist
- Web Development with SQL Server

ADVANCE MANUFACTURING:

- Advanced Manufacturing and Production Technology
- Appliance Repair with Advanced Manufacturing and Production Technology
- Appliance Repair
- Building Maintenance
- Carpentry Basics
- Construction Specialist
- Electrical Assistant
- Energy Auditor Certification
- HVAC Technician
- Plumbing Basics

BUSINESS PROGRAMS

- Administrative Professional with Microsoft Office Specialist 2019
- Business Analyst
- Customer Service Representative
- Hospitality Management
- QuickBooks Professional

GRAPHICS AND MEDIA PROGRAMS:

- Adobe Animate
- Adobe Certified Associate
- Adobe Dreamweaver
- Adobe Illustrator with Digital Marketing
- Adobe InDesign
- Adobe Photoshop with Digital Marketing
- Adobe Premiere with Digital Marketing
- Film and Media Studies

ENTREPRENEURSHIP PROGRAM:

- Entrepreneurship/Apple Certified Technician
- Entrepreneurship/CompTIA A+ Certification
- Entrepreneurship
- Entrepreneurship with Web Development
- Entrepreneurship with Construction Trades
- Entrepreneurship in E-Commerce Industry

ESL PATHWAYS:

- ESL (English as a Second Language)
- ESL WITH CONSTRUCTION TRADES
- ESL WITH SOFTWARE DEVELOPMENT
- ESL WITH NETWORKING & SECURITY

GED PATHWAYS:

- HIGH SCHOOL EQUIVALENCY ASSESSMENT PREPARATION (HSEAP)
- HSEAP WITH CONSTRUCTION Specialist
- HSEAP WITH SOFTWARE DEVELOPEMNT
- HSEAP WITH NETWORKING & SECURITY

Tuition

TECHNOLOGY COURSE	HOURS	TUITION
AWS Cloud Practitioner Certification	420	$4,950.00
AWS Specialist	1210	$24,200.00
CCNP Data Center Expert	1000	$20,000.00
CCNP Security Expert	1100	$22,000.00
CISCO Certified Technician	180	$3,600.00
CompTIA A+ Certification	320	$5,000.00
CompTIA Cybersecurity Professional Certification	930	$18,600.00
CompTIA Network+ Certification	340	$5,000.00
CompTIA Security + Certification	270	$5,000.00
Cybersecurity Certification	180	$4,500.00
Front End Web Developer	230	$5,750.00
Help Desk Analyst	200	$4,610.00
iOS App Developer	520	$5,000.00
CompTIA IT Fundamentals	160	$4,000.00
CompTIA Linux Pro Certification	320	$4,000.00
Microsoft Certified Solutions Expert	1081	$20,870.00
Microsoft Modern Desktop Certification	390	$5,000.00
Network and Telecommunications Specialist	1565	$22,400.00

Network Specialist	980	$19,600.00
Python Programming	360	$5,000.00

Software Developer Professional	970	$19,400.00
Telecommunications Specialist	585	$4,690.00
Web Development with SQL Server	1107	$22,400.00
ADVANCE MANUFACTURING	**HOURS**	**TUITION**
Advanced Manufacturing and Production Technology	585	$4950.00
Appliance Repair with Advanced Manufacturing and Production Technology	930	$19,200.00
Appliance Repair	210	$4,900.00
Building Maintenance	270	$5,000.00
Carpentry Basics	240	$5,000.00
Construction Specialist	1530	$29,400.00
Electrical Assistant	220	$5,000.00
Energy Auditor Certification	320	$5,200.00
HVAC Technician	240	$4,800.00
Plumbing Basics	240	$5,000.00

BUSINESS PROGRAMS	HOURS	TUITION
Administrative Professional with Microsoft Office Specialist 2019	485	$4,950.00
Business Analyst	225	$4,590.00
Customer Service Representative	150	$4,800.00
Hospitality Management	1250	$24,500.00
QuickBooks Professional	300	$4,680.00
GRAPHICS AND MEDIA PROGRAMS	HOURS	TUITION
Adobe Animate	140	$4,895.00

Adobe Certified Associate	1290	$18,675.00
Adobe Dreamweaver	330	$7,675.00
Adobe Illustrator with Digital Marketing	160	$5,895.00
Adobe InDesign	110	$4,195.00
Adobe Photoshop with Digital Marketing	160	$4,595.00
Adobe Premiere with Digital Marketing	160	$4,645.00
Film and Media Studies	900	$22,000.00
ENTREPRENEURSHIP PROGRAM	HOURS	TUITION
Entrepreneurship/Apple Certified Technician	915	$18,250.00
Entrepreneurship/CompTIA A+ Certification	920	$18,200.00

Entrepreneurship	600	$5,000.00
Entrepreneurship with Web Development	1130	$19,250.00
Entrepreneurship with Construction Trades	1570	$22,000.00
Entrepreneurship in E-Commerce Industry	950	$19,000.00
ESL PATHWAYS	**HOURS**	**TUITION**
ESL (English as a Second Language)	960	$9,800.00
ESL and Construction Specialist	2490	$34,130.00
ESL and Software Developer Professional	1930	$24,130.00
ESL with Networking & Security	1570	$14,730.00
GED PATHWAYS	**HOURS**	**TUITION**
High School Equivalency Assessment Preparation (HSEAP)	400	$5,000.00
HSEAP With Construction Specialist	1370	$22,900.00
HSEAP and Software Development	1370	$22,900.00
HSEAP and Networking & Security	1010	$13,500.00

P: 609-318-8008
F: 609-288-8464
E: Admissions@iitnj.org
W: Www.iitnj.org

Main Campus

4403 East Black Horse Pike. Unit 2141
Mays Landing, NJ 08330

Branch Campus

Pleasantville, NJ

121-123 S Main Street,
Pleasantville, NJ

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