

Retraining Assistance

State-Approved Retraining Programs

The California State Employment Development Department has approved 31 of our top programs for retraining assistance. These are the Greater Silicon Valley's leading applied education programs for professionals in each field.

Certificates

- Accounting*
- Administrative and Executive Assistant*
- Bioinformatics*
- Bioscience Business and Marketing*
- Biotechnology*
- Business Administration*
- Clinical Trials*
- Computer Programming*
- Database Systems*
- Early Childhood Education*
- Embedded Systems*
- Human Resource Management*
- Instructional Design and Delivery*
- Internet Programming*
- Linux/UNIX*
- Network Engineering*
- Project Management*
- Regulatory Affairs*
- Software Engineering*
- TESOL*
- VLSI Engineering*
- Web Design*

Special Short Programs

- Administrative and Executive Assistant*
- Business Administration*
- Certified Bookkeeper*
- Human Resource Management*
- Marketing Management*
- Medical Devices*
- Professional Concentration in Interdisciplinary Studies*
- Professional Study in Technology*
- Professional Study in Green Technology*
- Project Management*



STUDENT SERVICES

Retraining Assistance Covers Up to the Entire Cost of Our Approved Certificates

Generous grants can underwrite the approved UCSC Extension programs listed here. Funding is provided under the State Workforce Investment Act or Federal Trade Adjustment Act. Students must qualify for retraining assistance and register with one of the agencies that provide these services and funnel available monies to their clients (see listing on back page). To maximize the financial benefit, students must complete their entire chosen program within one calendar year of the date they begin taking classes.

An Institution of Higher-Education with Clout in Industry

Providing the highest quality applied education available, UCSC Extension is a powerful ally for displaced and transitioning professionals. The training that subsidized students receive from us pays off in employer recognition of higher quality candidates bearing credentials earned at UCSC Extension.

Develop State-of-the-Art Professional Expertise

Our mission is to provide advanced professional education for the people who live or work in Silicon Valley—or who want to. To maximize your options, we offer instruction that develops cutting-edge expertise in 40 of Silicon Valley's highest demand disciplines. The hallmark of our training is the ability to immediately apply what you've learned on the job. You'll develop your career and become a more important resource to prospective employers.

Silicon Valley's Leading Provider of Advanced Applied Education for Professionals

We operate this way because our typical student is highly educated, high earning and midcareer. UCSC Extension Silicon Valley has operated in the Santa Clara Valley for over 40 years. With 15,000 enrollments per year, we are by far the South Bay and Central Coast's largest training resource. In fact, in scale UCSC Extension outstrips all its competition combined.

Information Line

(408) 861-3860
program@ucsc-extension.edu

All courses held in Santa Clara or Online

Free Program Overviews

Every January and August, UCSC Extension hosts free program overview events where prospective students can meet instructors and other students and learn about our programs. (Some departments also offer similar sessions in March and June.) Program coordinators and Extension academic directors make formal presentations about

prerequisites (if any), course content and certificate requirements. Come and see what Extension's collegial community is like and how our programs can help you advance in your current profession or break into a new field. Advance enrollment online is required. Check the inside front cover of our quarterly catalog for details.





About UCSC Extension Silicon Valley

The vital learning community at UCSC Extension Silicon Valley is well known for its collegial atmosphere and rigorous preparation. Our faculty of expert practitioners teaches state-of-the-art solutions to the everyday problems confronting professionals working in Silicon Valley. The professional education programs we offer build expertise, open doors to new opportunity, and deliver tangible value. Our broad portfolio of open-enrollment courses and certificates, affordable pricing, experience-based instruction, and central location in Silicon Valley help turn jobs into careers.

State Sponsored Funding Programs

WIA and TAA Funding

The California State Employment Development Department oversees two major state retraining programs: the Workforce Investment Act (WIA) and the Trade Adjustment Assistance (TAA). WIA applies to individual workers, while TAA is targeted to groups. In addition, the Veterans Administration (VA) offers similar programs for members of the military who have completed their service. However, VA programs are administered directly by the VA, not the State.

Workforce Investment Act (WIA)*

The Workforce Investment Act offers a comprehensive range of workforce development activities through statewide and local organizations. Workforce development activities provided in local communities can benefit job seekers, laid off workers, youth, incumbent workers, new entrants to the workforce, veterans, persons with disabilities, and employers.

The purpose of these activities is to promote an increase in employment, job retention, earnings, and occupational skills improvement by participants. This, in turn, improves the quality of the workforce, and improves the productivity and competitiveness of the nation. California receives hundreds of millions of dollars from the federal government each year to provide services for adults, laid-off workers, and youth.

Services Available Via WIA

Eligible adults must be age 18 or older. While eligible laid-off workers are generally individuals who have been terminated from their last employment and are unlikely to return to their previous industry or occupation, displaced homemakers and self-employed individuals also may qualify for these services.

Adult and laid-off worker services are provided through local One-Stop Career Centers. Comprehensive One-Stop centers provide access to a full range of services pertaining to employment, training and education, employer assistance, and guidance for obtaining other assistance. While WIA requires that One-Stop centers to provide specific services, local areas may design programs and provide services that reflect the unique needs of their area.

Veterans Programs

The Veterans Administration has approved 23 of our top programs for the training of veterans under the provisions of Title 38, United States Code. The list of VA-approved programs is slightly different than those listed here. Please refer to our brochure dedicated to this topic. Or e-mail our Veterans Support Line at va@ucsc-extension.edu.

** The information previewed here is from the agency's Web site at the time of publication and subject to change. Refer to the agency's Web site for the latest information on benefits, requirements and procedures.*

Engineering and Technology

The career-oriented education in high technology at UCSC Extension mirrors the significant technology disciplines and industries in Silicon Valley. Course levels vary from basic to advanced. So, students can either be beginners entering the field, practicing engineers, or job seekers wanting a rigorous program to broaden their skills and enhance their value in the marketplace. Together these programs offer the broadest professional training curriculum in technology in Silicon Valley—and more than 3,000 students study in this department every year, making it the region's largest provider of formal, advanced, practical education for professional engineers.

Approved Certificates

- Computer Programming
- Database Systems
- Embedded Systems
- Internet Programming
- Linux/UNIX
- Network Engineering
- Software Engineering
- VLSI Engineering
- Web Design

Approved Short Programs

- Professional Study in Technology
- Professional Study in Green Technology





Programs Approved for Retraining Assistance

Project Management

UCSC Extension is Silicon Valley's premier project management training organization. The perennial demand for our project management programs is the result of a unique curriculum that is fully home-grown and tailored to the unique demands of the Bay Area's diversified high tech, biotech and clean tech industries. Every course in our curriculum is PMP reviewed, PMI approved, PMBOK 4 compliant and meets rigorous global ISO standards. In addition, our exclusive accelerated program offers students who plan ahead the ability to complete a second certificate in just five courses—earning them the most comprehensive, competitive training in the profession. We provide full PMP examination preparation and the pass rate among our certificate graduates is virtually 100%.

Approved Certificate

- *Project and Program Management*

Approved Short Program

- *Project Management*

Business and Management

For years now, our Business and Management Department has been recognized as Silicon Valley's # 1 graduate business educator. We provide working professionals with graduate-level UC-quality training in seven VA-approved disciplines. Whether you are testing the waters, changing careers, pursuing a degree track, or seeking a recognized credential, you'll benefit from the academic quality coursework we offer at a fraction of the cost elsewhere. While our curriculum is modeled after the nation's best business, graduate and professional schools, instruction is grounded in real-world practice, designed and taught by local expert practitioners, and approved by the Chair of the world-renowned UCSC Economics Department.

Approved Certificates

- *Accounting*
- *Administrative and Executive Assistant*
- *Business Administration*
- *Human Resource Management*

Approved Short Programs

- *Business Administration*
- *Certified Bookkeeper*
- *Human Resource Management*
- *Marketing Management*

Biosciences

The nearly 2,000 professionals who enroll in our bioscience programs each year make us Silicon Valley's leading provider of professional education for this fast-growing industry. Our well-connected bioscience instructors have strong academic credentials and extensive practical experience addressing real-world industry challenges. Courses range from basic research to nonclinical and clinical trials to commercialization. The curriculum is constantly updated to reflect the latest technological advances, regulatory changes, ethical issues, business trends and standards of practice for the U.S. and global markets. Professionals from the biotechnology, pharmaceutical, medical device, diagnostics and tool sectors benefit from the breadth and depth of our bioscience offerings.

Approved Certificates

- *Bioinformatics*
- *Bioscience Business and Marketing*
- *Biotechnology*
- *Clinical Trials*
- *Regulatory Affairs*

Approved Short Program

- *Medical Devices*

Education

Demand has never been stronger for fully trained educators and educational specialists. To help them achieve this level of expertise, we offer UC-certified programs for educators who wish to meet credential requirements, energize their teaching with new ideas and skills, and develop professional specializations. Thousands of Bay Area teachers list our certificates on their résumés, advance on district salary schedules by earning academic units, clear their credentials with coursework, and apply the latest innovations in their classrooms. Our applied courses provide a theoretical foundation as appropriate to enhance in-the-classroom performance. Multiple formats are offered—classroom, online and hybrid—to enhance scheduling convenience.

Approved Certificates

- *Early Childhood Education*
- *Instructional Design and Delivery*
- *TESOL*



Regional Agencies Providing Retraining Assistance

Several agencies throughout the Greater Bay Area funnel state or federal funding to qualified recipients under the California Workforce Investment Act and Federal Trade Adjustment Act. These organizations offer diverse services to assist all kinds of professionals trying to reenter the workforce. There are major retraining assistance service centers in every county, many of which have more than one affiliated outlet.

California State and National Agencies

Employment Development Department/TAA
www.edd.ca.gov and www.servicelocator.org

Veterans Administration
www.va.gov

Alameda County

**Alameda County Workforce Investment Board/
ACWIB**
www.acwib.org

East Bay Works
www.eastbayworks.org

Contra Costa County

**Workforce Development Board
of Contra Costa County**
www.wdbccc.com

East Bay Works
www.eastbayworks.org

Marin County

**Marin County Department of
Health and Human Services**
www.marinemployment.org

Merced County

**Merced County Department
of Workforce Investment**
www.co.merced.ca.us/wi

Monterey County

Department of Social and Employment Services
www.onestopmonterey.org/

Napa County

**Self Sufficiency Services
Napa County Training and Employment Center**
www.northbayemployment.org

NOVA Consortium

NOVA: North Valley Job Training Consortium
www.novaworks.org

Connect Job Seeker Center
www.connect.one-stop.org

Oakland City

**Office of the Mayor—
Oakland Workforce Investment Board**
www.oaklandwib.org/

Richmond City

City of Richmond Employment and Training
richmondworks.org

San Benito County

San Benito County Workforce Investment Board
www.sbcjobs.org

San Francisco City/County

**San Francisco Office of Economic
and Workforce Development**
www.oewd.org

San Joaquin County

**San Joaquin County Employment and
Economic Development Department**
www.sjcworknet.org

San Jose/Silicon Valley

work2future
www.work2future.biz/

San Luis Obispo County

**San Luis Obispo County Department
of Social Services**
www.slocounty.ca.gov

San Mateo County

County of San Mateo Workforce Investment Board
www.co.sanmateo.ca.us/portal/site/wib

Peninsula Works—San Carlos/San Mateo
www.peninsulaworks.org

Santa Clara County

NOVA: North Valley Job Training Consortium
www.novaworks.org

Connect Job Seeker Center
www.connect.one-stop.org

Santa Cruz County

Workforce Investment Board of Santa Cruz County
www.santacruzwib.com

Workforce Santa Cruz County
www.workforcescs.com

Sonoma County

Sonoma County Workforce Investment Board
www.sonomawib.org

UCSC^{extension}
Silicon Valley

**Silicon Valley's #1
Educator of
Professionals**

Dynamic, Highly Educated Student Body

Nearly 100 percent of the students who enter our programs have Bachelor's degrees—and more than 40 percent already hold graduate degrees. So when studying at UCSC Extension Silicon Valley, you will learn and network with the best and brightest. Working professionals come here to build their careers rather than earn a degree—yet our open-enrollment certificates' quality and recognition have proven instrumental in helping them gain admittance to Master's programs throughout the Bay Area and nationally.

Wide Variety of Flexible, Competitively Priced Learning Options

We offer highly practical, real-world instruction in dozens of disciplines of high interest and demand in Silicon Valley. Our applied courses provide a theoretical foundation as appropriate to enhance on-the-job performance. In addition, our programs are very competitively priced—often less than half that of comparable training available elsewhere—with many offered both in classrooms and online. You can take individual courses in any program, earn a full certificate, or, in many cases, build a customized certificate program to suit your needs.

Premier Professional Educator with High Certification Pass Rates

With more than 12,000 enrollments each year, UCSC Extension ranks as Silicon Valley's largest provider of postgraduate professional education. Over time, we have proven exceptionally effective at improving the performance, status and advancement of our graduates. Our training and examination preparation have helped our students perform above national norms on certification exams, prepare for graduate school, and gain entrance to respected degree programs nationwide.

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Santa Clara, CA 95054

How To Get Started—Program Contact

Veterans Support Line,
(408) 861-3860 or e-mail
program@ucsc-extension.edu.

Visit us online at ucsc-extension.edu