

Veterans Programs

STUDENT SERVICES



Certificate Programs Approved for Training of Veterans

The 23 programs listed below qualify for veterans benefits. Courses in several programs qualify for degree credit. Consult our quarterly catalog for details.

- Accounting*
- Administrative and Executive Assistant*
- Advanced Applied Project Management*
- Business Administration*
- Clinical Trials Design and Management*
- Computer Programming*
- Database Systems Programming*
- Early Childhood Education*
- ECE Supervision and Administration*
- Educational Therapy*
- Hazardous Materials Management*
- Human Resource Management*
- Instructional Design and Delivery*
- Marketing Management*
- Network Engineering and Management*
- Occupational Safety and Health Management*
- Personal Financial Planning*
- Project and Program Management*
- Regulatory Affairs*
- Software Engineering and Quality*
- Teaching English to Speakers of Other Languages*
- Technical Writing and Communication*
- Web Design and Development*

Certificate Programs Approved for Training of Veterans Support Applied Education in Silicon Valley's Leading Professions

23 of our top programs are available for the training of veterans under the provisions of Title 38, United States Code. These are the Greater Silicon Valley's leading applied education programs for professionals in each field.

Wide Variety of Training Options Qualify for Veterans Benefits

All four of UCSC Extension's academic divisions are represented on the approved programs list, offering a wide variety of educational opportunities that veterans can pursue under Title 38. Whether you're interested in high tech, management, finance, biotech, education or internet business, you will find Silicon Valley's finest training at UCSC Extension. We also offer 17 additional programs for those interested in expanding their professional horizons.

Develop Leading Edge Expertise Studying with Dynamic, Highly-Educated Professionals

You will study with the best and brightest in Silicon Valley. Both our student population and our corps of instructor-practitioners are highly educated and highly motivated. Together, they bring a diversity of experience and points of view into the classroom. They will share the latest research-based theory and a wealth of real-world cases and best practices so that you acquire the cutting-edge expertise you need to excel in your chosen field.

Educational Programs that Build Careers, in State of the Art Instructional Facilities

Working professionals come to UCSC Extension to build careers rather than earn degrees. They develop practical skills and gain exposure to high-end tools and resources in a learning environment that is tailored to adult learners. The style of instruction is dynamic and highly interactive and delivered in classrooms featuring the latest instructional technology. Our computer labs are fully outfitted with the latest hardware and software to provide rich, hands-on learning experiences.

Veterans Support

va@ucsc-extension.edu

Free Program Overviews

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

prerequisites (if any), course content, certificate requirements and program benefits. 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.

All courses held in Santa Clara or Online



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.

Engineering and Technology

Silicon Valley's Broadest Curriculum

The career-oriented education in high technology at UCSC Extension mirrors the significant technological disciplines and industries represented in Silicon Valley. Course levels vary from basic to advanced. Students can be beginners, practicing engineers, or job seekers wanting a rigorous program to broaden their skills in the marketplace. Together, these programs offer the broadest professional technology curriculum in Silicon Valley.

Computer Programming

Our certificate in Computer Programming provides a solid working knowledge that goes beyond the fundamentals to teach practical skills on platforms and applications across the industry: from Windows-based X86 to Internet-based programs and small mobile device platforms. In addition to a comprehensive list of programming languages, we emphasize programming applications and methodologies.

Database Systems Programming

Our certificate in Database Systems is designed for technical professionals who want to learn the principles and practices involved in designing, administering, tuning, and using shared databases. The certificate provides broad, general knowledge of database systems and concepts, and state-of-the-art practical skills commonly sought from DBMS professionals.

Network Engineering and Systems Security

The Network Engineering and Systems Security certificate program offers courses at several levels in storage networking, optical networks, wireless technologies and network programming. The certificate prepares students to succeed as networking and security professionals working in design, application, IT and e-commerce environments.

Software Engineering and Quality

The Software Engineering and Quality certificate is for Silicon Valley software developers who want to grow in their specific areas of expertise and broaden their skills. It blends foundation-level coursework in software engineering with cutting-edge developments in software quality, testing, and software development practices.

Web Design and Development

Our professional Web design program delivers solid expertise, beginning with a comprehensive orientation and then exposing you to each step in the user-centered design process. Along the way, you will apply newly acquired theory, tools, and techniques create a professional-quality Web site.

Project Management

Project Management Institute Approved GREP

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.

We are the only institution of higher education in the US granted full chapter status by the AAPM, automatically qualifying our certificate graduates for the internationally recognized MPM designation.

Our exclusive, accelerated program offers students who plan ahead the ability to complete a second certificate in just six 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%. The entire curriculum can also be applied toward Masters' degrees in project management from prominent national universities.

Both programs are available in class and online.

Project and Program Management

Project Managers and heads of Program Offices must demonstrate that they have mastered the most advanced methods available. They must possess comprehensive knowledge of best practices as well as extensive training in state-of-the-art project management systems and techniques.

All of this can be obtained by pursuing the South Bay's only PPM Certificate—offered exclusively at UCSC Extension Silicon Valley. In twelve months or less, you can earn Silicon Valley's only academic credential in applied and advanced project management for current and aspiring PMPs and PgMPs.

Advanced Applied Project Management

Our Advanced Applied Project Management (AAPM) certificate program is designed to deliver mission-critical skills. You will interact with leading experts in a dynamic environment, while learning clear-cut advanced applied techniques grounded in research-based theory; how to set up and run a project management office in multi-dimensional operating environments; insights into negotiating the corporate political milieu; and the leverage and limitations of senior-level authority.

Business and Management

Silicon Valley's #1 Graduate Business Educator

Recognized as Silicon Valley's leading graduate business educator, we provide working professionals with graduate-level UC-quality training in seven VA-approved disciplines.

Accounting

Our Accounting Certificate and CPA Preparation provide aspiring CFOs, CPAs, and consultants comprehensive training in all aspects of modern business accounting.

Administrative and Executive Assistant

Enroll in the Bay Area's only formal training program for administrative/executive assistants. You'll receive tailored instruction and mentoring delivered by experienced CEO and senior-level executive assistants from leading Silicon Valley companies.

Business Administration

The Certificate Program in Business Administration draws from cutting-edge courses across our extensive curriculum. You can take all the courses you need to prepare for your M.B.A., and fulfill all education requirements to become a Certified Public Accountant (CPA).

Human Resource Management

Our HRM program produces Silicon Valley's most skilled HR professionals—multifaceted generalists as well as sharp specialists. This highly-regarded program carries clout in Silicon Valley.

Marketing Management

The certificate in Marketing Management provides a comprehensive yet flexible curriculum that allows you to pursue multiple tracks in Marketing Management, Technology Marketing and Marketing Communications.

Personal Financial Planning

Extension's PFP program prepares students to become fully credentialed Certified Financial Planners™ who may specialize in investments or pursue careers in accounting, brokerage or insurance companies, private banks, credit counseling organizations, government agencies, or corporate HR departments.

Technical Writing and Communication

Our comprehensive certificate in Technical Writing and Communication offers state-of-the-art instruction that meets or exceeds all Society of Technical Communicators (STC) requirements. The full curriculum is offered online.



Certificate Programs for Veterans

Biosciences

South Bay's Leading Bioscience Educator

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 instructors have strong academic credentials and extensive practical experience addressing real-world industry challenges. Courses address the full range of basic research, nonclinical and clinical trials and commercialization. The curriculum is constantly updated to reflect the latest technological advances, regulatory changes, ethical issues, business trends and standards of practice. Professionals from the biotechnology, pharmaceutical, medical device, diagnostics and tool sectors benefit from the breadth and depth of our bioscience offerings.

Clinical Trials Design and Management

The continued success of the global biopharmaceutical and medical device industries rely on the clinical trial—the complex process of ensuring the safety and effectiveness of new and existing medical products. UCSC Extension's Certificate in Clinical Trials Design and Management helps professionals gain an in-depth and practical understanding of the entire clinical trials process as well as a foundation in the scientific principles, regulations, and ethics that are vitally important to the conduct of clinical research.

Regulatory Affairs

Regulatory affairs professionals play critical roles in ensuring compliance with the laws and regulations guiding the development and commercialization of health care products. UCSC Extension's Regulatory Affairs Certificate Program was developed with the guidance of industry and government experts to meet this need. The program provides broad regulatory foundations, exposure to the practical, real-world applications of the regulations, and appreciation of the important roles that regulatory professionals play in the biomedical industry. Instructors are regulatory professionals currently working in the device, diagnostic, pharmaceutical and biologic sectors. They bring the regulations to life and infuse courses with real-world examples.

Education

Thousands of Bay Area Teachers Train Here

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 resumes, advance on district salary schedules by earning academic units, clear their credentials with coursework, and apply the latest innovations in their classrooms.

Early Childhood Education (ECE)

Our entry-level ECE program provides all the training and background needed to understand child growth and development, strategies for effective classroom teaching, developmentally based curriculum, and current research and trends.

ECE Supervision and Administration

The ECE Supervision and Administration Certificate Program provides comprehensive preparation for childcare professionals who aspire to run childcare centers. The curriculum delivers targeted instruction in budget administration, facilities management, and personnel recruitment and supervision.

Educational Therapy

Those pursuing the certificate in educational therapy will learn the latest instructional techniques and strategies in special education. The program covers administration and support of individual education plans, data collection and reporting, state and federal laws, and communication and family involvement.

Instructional Design and Delivery (IDD)

The IDD certificate program focuses on developing your capacity to maximize adult student learning. We will teach you how to organize and deliver learning that caters to adult learner needs and their different learning styles, organizational goals, and methods to achieve and evaluate outcomes.

Teaching English to Speakers of Other Languages (TESOL)

This specialized sequence in linguistics and education prepares instructors to enter the English as a Second Language field. The program provides teachers with the knowledge, strategies, and practice they need to feel comfortable teaching English to students of varied levels and backgrounds.

Environmental Health and Safety

Recognized for CEU and Recertification Credit

Our EH&S programs help safety engineers and managers handle broad environmental and management responsibilities that encompass hazardous materials, hazardous waste, and EH&S compliance. The programs meet the needs of Bay Area professionals currently working in or planning to transition into the environmental health and safety field.

Courses are crafted to meet regulatory and certification requirements as well as advance careers. Taught by experienced practitioners, our programs provide the hands-on skills as well as the advanced management techniques needed to elevate performance to the highest level.

Numerous EH&S associations recognize our courses for continuing professional development and recertification credit. Earning both the certificates listed below qualifies students to receive the third EH&S credential: our unique "dual certificate" in Environmental Safety and Health Management.

Hazardous Materials Management

This program provides a solid foundation in the principles, regulations, and technologies required to manage hazardous materials and hazardous waste. Courses are designed for public and private-sector professionals and managers who have hazardous materials and hazardous waste regulatory compliance responsibilities and related duties.

Occupational Safety and Health Management

Businesses today face myriad safety and health issues, including worker safety, employee health liability, loss control, government regulations, program development, and extensive training requirements and techniques. This certificate helps employers develop proactive safety programs that meet these increasingly important safety and health responsibilities.

Courses are taught by expert consultants, academics, and trainers from environmental health and safety companies, ensuring that you receive the latest knowledge, theory, and skills in this important field. If you are responsible for, involved with, or interested in managing a proactive health and safety program, you will find this certificate extremely useful.

You also have the option of earning a dual Certificate in Environmental Safety and Health Management by taking as few as five required courses from our Hazardous Materials Management Certificate.

Facts Veterans Should Know About UCSC Extension Silicon Valley:

Accreditation

UCSC Extension Silicon Valley is an institution of higher education approved for training of veterans. As part of the University of California Santa Cruz, UCSC Extension is accredited by the Accrediting Commission for Senior Colleges and Universities of the Western Association of Colleges and Universities (WASC).

Instructional Facilities

UCSC Extension Silicon Valley
2505 Augustine Drive, Suite 100
Santa Clara, California 95054

UCSC Extension occupies a state-of-the-art 38,000 square foot instructional facility conveniently located off Highway 101 at Great America Parkway.

The building features 21 classrooms and computer labs (PC and Mac), a multi-media studio, a conference room, and a student lounge where complimentary coffee and tea are provided.

All classrooms are equipped with the latest instructional technology. The building is ADA-accessible. There is ample free parking.

Entrance Requirements

UCSC Extension offers open enrollment to all programs. However, some courses have prerequisites to ensure that students keep pace and have a complete learning experience.

Enrollment at all UC Extensions is separate from their respective University of California campuses and degree programs, all of which have specific entrance requirements.

UCSC Extension does not discriminate on the basis of race, color, national origin, religion, sex, sexual orientation, disability or age in admission to educational programs.

The University of California Santa Cruz and UCSC Extension Silicon Valley are both affirmative action/equal opportunity employers.

Policies

Enrollment Policy—Veterans must enroll in individual courses prior to the first class meeting and should call ahead of time to check on space availability. Veterans may enroll by fax, mail, or in person during normal business hours. Prior to enrolling, veterans must complete an enrollment form.

Credit Evaluation Policy—Courses taken at other institutions may be eligible for substitution credit toward a UCSC Extension certificate, if substantially identical content was covered and a grade of B or better was earned. Students may begin their studies while their prior coursework is evaluated. Official transcripts and course descriptions must be submitted for evaluation. Credit granted may reduce the number of courses a student must take to earn a certificate.

Academic Progress Policy—A grade-point-average (GPA) of 3.0 must be earned to qualify for a certificate, with no grade below C. If a VA-supported student's GPA falls below the required 3.0 to earn a certificate, the student will be placed on probation. If after two terms on probation, the GPA remains below 3.0, the student's VA benefits will be terminated. Once the GPA rises above 3.0, the student may be recertified for VA education benefits.

Student Conduct Policy—Students must conduct themselves in an orderly and considerate manner, and appear for classes in a sober and receptive condition. Violation is cause for dismissal.

Refund Policy—Veterans must comply with the established financial obligations, deadlines and refund policies to qualify for a refund. All refund requests must be received in writing at least seven calendar days before the class begins. A \$40 processing fee will be withheld for all refunds. Outside the 7-day advance time period, no refund will be made. Refund requests are considered only when submitted using the online request form or by e-mail at refunds@ucsc-extension.edu. See our Catalog or Web site for details.

Exceptions: Application fees are not refundable. All refunds are issued only by check.

Some UCSC Extension programs require more advance notice for refunds and a larger amount is forfeited when a refund is granted. Tuition for courses that are cancelled or discontinued will be refunded in full. Special programs often require deposits.

Instructional Schedule

UCSC Extension Silicon Valley offers classes Monday through Sunday most weeks throughout the calendar year. Classes are scheduled to be convenient for working professionals. Hours are usually from 9 am to 5 pm for daytime classes and 6–10 pm for evening classes. All courses meet the number of hours approved for each course.

UCSC Extension is closed for:

Martin Luther King Jr. Day, President's Weekend, Cesar Chavez Day, Memorial Day, Independence Day, Labor Day weekend, Veterans Day, Thanksgiving weekend, Winter Break.

Reimbursement to Veterans

For information about reimbursement or for resolution of a specific payment problem, veterans should call the DVA nationwide toll free number at 1 (800) 827-1000.



UCSCextension
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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How To Get Started—Veterans Support
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