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Accreditation, Approvals and Memberships

- New York State Licensed Private Career School
- WCC – ITA vouchers acceptable
- Exam Discounts available
- Accepts Education Benefits for Veterans and Beneficiaries
- Authorized under Federal law to enroll nonimmigrant students

Documents describing the School’s licensure are available for review to any prospective or current student when requested from the School’s Director.

Disclosure Statement

The student should be aware that some information in the catalog may change. It is recommended that students considering enrollment check with the school director to determine if there is any change from the information provided in the catalog. In addition, a catalog will contain information on the school’s teaching personnel and courses/curricula offered. Please be advised that the State Education Department separately licenses all teaching personnel and independently approves all courses and curricula offered. Therefore, it is possible that courses/curricula listed in the school’s catalog may not be approved at the time that a student enrolls in the school or the teaching personnel listed in the catalog may have changed. It is again recommended that you check with the school director to determine if there are any changes in the courses/curricula offered or the teaching personnel listed in the catalog.

Copies of this school’s annual occupational education statistical reports are available upon request.
NYBI Advantage

Job Placement Service

We provide job placement service for our graduates their entire careers. Our relationship with them makes us uniquely able to serve our students’ placement needs. It is our hope at NYBI that our graduates will rely on us for assistance in any aspect of their professional career. Our comprehensive job placement service includes career counseling, resume writing, and interview skills, which we feel are an important and unique aspect of our service. We are experienced in the art of job hunting and can teach the intricacies of interviewing. These skills last a lifetime and are what enable our students to be better candidates. At NYBI, we are investing in the future of our students. While placement service may be provided to our graduates for their entire career, the school cannot promise or guarantee employment to any student or graduate.

Exam Discounts

NYBI is one of the largest Pearson VUE and PSI authorized testing centers in the United States. Our testing booths are equipped with height-adjustable ergonomic chairs, large desks, 17 - 22 inch LCD flat-screen monitors, in a clean quiet environment. Our testing staff are very courteous, knowledgeable, and professional. Since we administer a large volume of exams, we are able to offer the exams at a discount.

Computer Lab

All IT exams require a deep knowledge of PC Hardware, Operating Systems, peripherals, networking, mobile devices, etc. If you are new to the IT (information technology) field, start with this course. The A+ covers technical fundamentals of PC hardware, Operating Systems, peripherals, networking, mobile devices, etc. If you are new to the IT (information technology) field, start with this course.

Exam Discounts

NYBI is one of the largest Pearson VUE and PSI authorized testing centers in the United States. Our testing booths are equipped with height-adjustable ergonomic chairs, large desks, 17 - 22 inch LCD flat-screen monitors, in a clean quiet environment. Our testing staff are very courteous, knowledgeable, and professional. Since we administer a large volume of exams, we are able to offer the exams at a discount.

Vendor | Original Price | Our Price | You Save | Price
--- | --- | --- | --- | ---
MOS | $155 | $150 | $5 | 
A+ | $226 | $210 | $16 | 
Network+ | $329 | $310 | $19 | 
Security+ | $349 | $325 | $24 | 

* All other exams are offered at MSRP.

1. Just walk in with two forms of ID and you can take your examination immediately.
2. We accept cash or credit card as a payment method.
3. At the end of the exam, you will receive your result and score.
4. Once you have completed your exam, your exam information will be sent to the vendor.
5. If you are an MCP, bring your MCP ID card.

This course prepares the student for the following exams:
220-1001: CompTIA A+ Core 1
220-1002: CompTIA A+ Core 2

Prerequisites: High School Diploma/ GED.

Occupational Goal: To become a PC technician, helpdesk, desktop support, PC repairer as a CompTIA A+ Certified.

Tuition: $599.00 (Tuition does not include exam fees.)
NYBI Network+ course serves as a general introduction to networking including local and wide area network technology with the CompTIA Official Courseware worth $139. This course prepares you for the CompTIA Network+ Certification Exam.

**Session 1 (3.75 hours)**
Network Fundamentals
- Overview of How Networks Work
- OSI Seven-Layer Model
- The TCP/IP model

**Session 2 (3.75 hours)**
Network Media and Topologies
- Twisted-Pair Cabling
- Optical Fiber
- Wireless Media Types
- Structured Cabling
- Network Topologies
- CSMA/CD and Ethernet Standards

**Session 3 (3.75 hours)**
Network Hardware
- Network Interfaces
- Switched Ethernet
- Connecting Switches
- Routers
- Wireless Access Points

**Session 4 (3.75 hours)**
TCP/IP
- The TCP/IP Protocol Suite
- IPv4 Addressing
- CIDR and Subnetting
- IPv6 Addressing
- DNS and DHCP

**Session 5 (3.75 hours)**
Routing
- Routing Tables
- NAT and High Availability
- Dynamic Routing

**Session 6 (3.75 hours)**
Virtualization
- Virtual LANs
- Virtual Computing
- Virtualization in Modern Networks
- Virtual Private Networks
- SAN/NAS
- Cloud Computing

**Session 7 (3.75 hours)**
Wide Area Networking and Security
- WAN
- Using Remote Access
- Network Hardening Techniques
- Physical Security Controls
- Firewalls

**Session 8 (3.75 hours)**
Troubleshooting and Network Management
- Troubleshooting Methodology
- Troubleshooting Tools
- Network Policies and Procedures
- Network Segment, Patching, Updating
- Network Monitoring

**Total 30 hours (4 weeks) $599**

This course prepares the student for the following exams:
N10-007: CompTIA Network+

**Prerequisites:** High School Diploma/ GED, and completion of A+ course or CompTIA A+ Certification or equivalent skills and knowledge.

**Occupational Goal:** To become a Jr. network engineer as a CompTIA Network+ Certified.

**Tuition:** $599.00 (Tuition does not include exam fees.)

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NYBI Security+ course includes the CompTIA Official Courseware worth $149 and covers basic skills to secure computer, network and corporate environments including network security, compliance and operational security, threats and vulnerabilities, application, data and host security, access control and identity management, cryptography, etc. Knowing security risks and protecting the organization’s assets, employees and customers from them is one of the most important and demanded skills in IT.

**Session 1 (3.75 hours)**
Overview, Organizational Security, Compliance, Training and Incident Response
- Lab 1: Group Policy

**Session 2 (3.75 hours)**
Business Continuity and Disaster Recovery
- Lab 2: Backup and Restore

**Session 3 (3.75 hours)**
Cryptography and Encryption Basics
- Lab 3: Digital Signature

**Session 4 (3.75 hours)**
Public Key Infrastructure and Access Control.
- Lab 4: Certificate of Authority (CA)

**Session 5 (3.75 hours)**
Authentication, Identity Management and Securing Networks
- Lab 5: Firewall and access lists

**Session 6 (3.75 hours)**
Secure Network Administration and Securing Wireless Networks
- Lab 6: Network Policy Server (NPS) and Virtual Private Network (VPN)

**Session 7 (3.75 hours)**
Securing Host Systems, Applications and Data
- Lab 7: Anti-virus, Anti-spyware

**Session 8 (3.75 hours)**
Monitoring for Security Threats, and Vulnerability Assessments
- Lab 8: Syslog, Logs and Audit Logs on Windows

**Total 30 hours (4 weeks) $699**

This course prepares the student for the following exams:
SY0-501: CompTIA Security+

**Prerequisites:** High School Diploma/ GED, and completion of Network+ Course or CompTIA Network+ certification or equivalent level of knowledge.

**Occupational Goal:** To become a Jr. security engineer as a CompTIA Security+ Certified.

**Tuition:** $699.00 (Tuition does not include exam fees.)
**MCSA: Windows Server 2016**

The Microsoft Certified Solutions Associate (MCSA): Windows Server 2016 is a mid-level certification that covers skills required to manage Windows Server 2016 operating system, client-server structure, network infrastructure, virtualization, etc.

The NYBI’s MCSA: Windows Server 2016 course provides students hands-on lab exercises throughout the course. Each students can use at least one Dell PowerEdge physical server. And, utilizing not only Microsoft Hyper-V virtual technologies but also VMWare, students can manipulate multiple servers and clients simultaneously.

**Course Outline**

**Unit 1**
3 weeks (21 hrs)
- Installation, Storage, and Compute with Windows Server 2016
  - Focusing on Windows Server 2016 installation and configurations, this unit covers the initial implementation and configuration of core services including:
    - Install Windows Servers in host and compute environments
    - Implement storage solutions
    - Implement Hyper-V
    - Implement Windows containers
    - Implement high availability
    - Maintain and monitor server environment

**Unit 2**
2.5 weeks (17.5 hrs)
- Networking with Windows Server 2016
  - Focusing on networking features and functionality available in Windows Server 2016, this unit covers the skills necessary to maintain a Windows Server 2016 network infrastructure such as:
    - Implement DNS and DHCP
    - Implement IP Address Management (IPAM)
    - VPN and Direct Access
    - Implement network connectivity and remote access solutions
    - DFS and BranchCache solutions
    - high performance network features and functionality
    - Software-defined networking (SDN) solutions
    - Hyper-V Network Virtualization (HNV) and Network Controller

**Unit 3**
2.5 weeks (17.5 hrs)
- Identity with Windows Server 2016
  - Focusing on the identity functionality in Windows Server 2016, this unit covers the installation and configuration of:
    - Active Directory Domain Services (AD DS)
    - Group Policy
    - Active Directory Certificate Services (AD CS)
    - Active Directory Federations Services (AD FS)
    - Web Application proxy implementations

**Total**
8 weeks
56 hours (7 hours/week)

This course prepares the student for the following exams:
70-740: Installation, Storage, and Compute with Windows Server 2016
70-741: Networking with Windows Server 2016
70-742: Identity with Windows Server 2016

**Prerequisites:** High School Diploma/ GED, and completion of Network+ Course or CompTIA Network+ certification or equivalent level of knowledge.

**Occupational Goal:** To become a Windows server administrator, computer system administrator, or a computer support specialist.

**Tuition:** $1,799.00 (Tuition does not include exam fees.)

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**CCNA (Cisco Certified Network Associate)**

This course covers how to install, configure, troubleshoot and operate simple-routed LAN, routed WAN and switched LAN and VLAN networks. The course including lectures, discussions, exercises and labs will give you the hands-on experience you need to configure and maintain routers and switches in the real world.

<table>
<thead>
<tr>
<th>CCNA</th>
<th>Session 1 (3.5 hours)</th>
<th>Session 2 (3.5 hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>TCP/IP Networking and Ethernet LANs</td>
<td>VLANS and STP</td>
</tr>
<tr>
<td></td>
<td>Fundamentals of TCP/IP and Ethernet Command-Line Interface</td>
<td>Ethernet Virtual LANs</td>
</tr>
<tr>
<td></td>
<td>Basic Switch Management</td>
<td>Spanning Tree Protocol</td>
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<tr>
<td></td>
<td></td>
<td>RSTP and EtherChannel Configuration</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Session 3 (3.5 hours)</th>
<th>Session 4 (3.5 hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>IPv4 Addressing</td>
<td>IPv4 Routing</td>
</tr>
<tr>
<td></td>
<td>IPv4 Subnetting</td>
<td>Operating Cisco Routers</td>
</tr>
<tr>
<td></td>
<td>Analyzing Classful IPv4 Networks, Subnet Masks and Existing Subnets</td>
<td>Static Routes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Routing in the LAN</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Session 5 (3.5 hours)</th>
<th>Session 6 (3.5 hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>OSPF</td>
<td>IPv6</td>
</tr>
<tr>
<td></td>
<td>Understanding OSPF concepts</td>
<td>Fundamentals of IPv6</td>
</tr>
<tr>
<td></td>
<td>Implementing OSPF</td>
<td>IPv6 Addressing and Subnetting</td>
</tr>
<tr>
<td></td>
<td>OSPF Network Types and Neighbors</td>
<td>Implementing IPv6 on Routers</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Session 7 (3.5 hours)</th>
<th>Session 8 (3.5 hours)</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Wireless LANs</td>
<td>Access Control Lists</td>
</tr>
<tr>
<td></td>
<td>Wireless Networks</td>
<td>TCP/IP Transport and Applications</td>
</tr>
<tr>
<td></td>
<td>Cisco Wireless Architectures</td>
<td>IPv4 Access Control Lists</td>
</tr>
<tr>
<td></td>
<td>Securing and Building Wireless LANs</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Session 9 (3.5 hours)</th>
<th>Session 10 (3.5 hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Security Services</td>
<td>IP Services</td>
</tr>
<tr>
<td></td>
<td>Security Architecture</td>
<td>Device Management Protocols</td>
</tr>
<tr>
<td></td>
<td>Securing Network Devices</td>
<td>Network Address Translation</td>
</tr>
<tr>
<td></td>
<td>Switch Port Security, DHCP Security</td>
<td>Quality of Service</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Session 11 (3.5 hours)</th>
<th>Session 12 (3.5 hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Network Architecture</td>
<td>Network Automation</td>
</tr>
<tr>
<td></td>
<td>LAN Architecture</td>
<td>Controller-Based Networking</td>
</tr>
<tr>
<td></td>
<td>WAN Architecture</td>
<td>Cisco Software-Defined Access</td>
</tr>
<tr>
<td></td>
<td>Cloud Architecture</td>
<td>REST, JSON, Ansible, Puppet and Chef</td>
</tr>
</tbody>
</table>

**Total 42 hours (6 weeks) $899**

This course prepares the student for the following exams:
200-301: Cisco Certified Network Associate

**Prerequisites:** High School Diploma/ GED, and completion of Network+ Course or CompTIA Network+ certification or equivalent level of knowledge.

**Occupational Goal:** To become a Jr. network engineer as a Cisco Certified Network Associate.

**Tuition:** $899.00 (Tuition does not include exam fees.)
Cisco Certified Network Professional (CCNP) Enterprise validates the ability to plan, implement, verify and troubleshoot local and wide-area enterprise networks and work collaboratively with specialists on advanced security, voice, wireless and video solutions.

NYBI offers the classes based on the most recent stated exam objectives. We present the curriculum in a unique 2 phase approach.

**Phase 1: Learn the Technologies**
Students will participate in a detailed group discussion. Students will ask questions and take notes while receiving valuable insight.

**Phase 2: Intensive Hands on Study**
Students will configure and master complex switching, routing, and troubleshooting scenarios from hands-on exercises. Using routers and switches running the latest Cisco IOS software, students build the experience and confidence necessary to pass all three exams, to become CCNP certified.

### Course Outline

<table>
<thead>
<tr>
<th>Unit 1</th>
<th>5 weeks</th>
<th>Enterprise Network Core Technologies</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>35 hours</td>
<td>Students will gain important knowledge and skills necessary to configure, troubleshoot and manage enterprise wired and wireless networks. Students will also learn to implement security principles within an enterprise network and how to overlay network design by using solutions such as SD-Access and SD-WAN.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Unit 2</th>
<th>5 weeks</th>
<th>Enterprise Advanced Routing and Services</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>35 hours</td>
<td>Students will gain important knowledge and skills necessary to implement and troubleshoot advanced routing technologies and services, including:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Layer 3</td>
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<tr>
<td></td>
<td></td>
<td>- VPN services</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Infrastructure security</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Infrastructure services</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Infrastructure automation</td>
</tr>
</tbody>
</table>

**Total**

10 weeks
70 hours (7 hours/week)

This course prepares the student for the following exams:
350-401 ENCOR: Implementing and Operating Cisco Enterprise Network Core Technologies
300-410 ENARSI: Implementing Cisco Enterprise Advanced Routing and Services

**Prerequisites:** High School Diploma/GED, and completion of CCNA course or equivalent knowledge and skills in Cisco IOS and TCP/IP networking.

**Occupational Goal:** To become a network engineer as a Cisco Certified Network Professional.

**Tuition:** $2,599.00 (Tuition does not include exam fees.)

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The Cloud Complete Package covers all three major cloud platforms including Microsoft Azure, Amazon AWS and Google Cloud. This course prepares the student for Microsoft Certified Azure Fundamentals, AWS Certified Cloud Practitioner and Google Cloud Associate Cloud Engineer certifications.

### Cloud Complete Package

<table>
<thead>
<tr>
<th>Unit 1</th>
<th>2 weeks</th>
<th>Microsoft Azure Fundamentals</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>14 hours</td>
<td>This unit covers the foundational knowledge of cloud services and how those services are provided with Microsoft Azure including cloud concepts, core Azure services, Azure pricing, SLA, and lifecycle, and the fundamentals of cloud security, privacy, compliance, and trust.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Unit 2</th>
<th>2 weeks</th>
<th>AWS Certified Cloud Practitioner</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>14 hours</td>
<td>This unit covers the skills and knowledge required to deploy, manage, and operate systems on AWS cloud platform. Students learn how to implement and control the flow of data to and from AWS, select the appropriate AWS service, identify appropriate use of AWS operational practices, estimate AWS usage costs and identify operational cost control mechanisms, and migrate on-premises workloads to AWS.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Unit 3</th>
<th>2 weeks</th>
<th>Google Associate Cloud Engineer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>14 hours</td>
<td>This unit covers the skills and knowledge required to deploy applications, monitor operations, and manage enterprise solutions on Google Cloud. Students learn how to use Google Cloud Console and the command-line interface to perform common platform-based tasks, set up a cloud solutions environment, plan and configure a cloud solutions, deploy and implement a cloud solution, ensure successful operation of a cloud solution, and configure access and security.</td>
</tr>
</tbody>
</table>

**Total**

6 weeks
42 hours (7 hours/week)

This course prepares the student for the following exams:
AZ-900: Microsoft Azure Fundamentals
CLF-C01: AWS Certified Solutions Architect Associate
Google Cloud - Associate Cloud Engineer

**Prerequisites:** High School Diploma/ GED, and completion of A+ course or CompTIA A+ Certification or equivalent skills and knowledge.

**Occupational Goal:** To become a cloud associate as a Microsoft Azure, Amazon AWS and Google Cloud certified.

**Tuition:** $999.00 (Tuition does not include exam fees.)

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Microsoft Azure Fundamentals

This course covers the foundational knowledge of cloud services and how those services are provided with Microsoft Azure including cloud concepts, core Azure services, Azure pricing, SLA, and lifecycle, and the fundamentals of cloud security, privacy, compliance, and trust.

Prerequisites: High School Diploma/ GED, and completion of A+ course or CompTIA A+ Certification or equivalent skills and knowledge.

Occupational Goal: To become a cloud associate as a Microsoft Certified Azure Administrator Associate.

Tuition: $599.00 (Tuition does not include exam fees.)
# Google Associate Cloud Engineer

This course covers the skills and knowledge required to deploy applications, monitor operations, and manage enterprise solutions on Google Cloud. Students learn how to use Google Cloud Console and the command-line interface to perform common platform-based tasks, set up a cloud solutions environment, plan and configure a cloud solution, deploy and implement a cloud solution, ensure successful operation of a cloud solution, and configure access and security.

## Course Outline

### Unit 1

**Objective**

This course prepares the student for the following exam:

Google Cloud - Associate Cloud Engineer

**Prerequisites:** High School Diploma/ GED, and completion of A+ course or CompTIA A+ Certification or equivalent skills and knowledge.

**Occupational Goal:** To become a cloud associate as a Google Cloud Associate Cloud Engineer.

**Tuition:** $599.00 (Tuition does not include exam fees.)

<table>
<thead>
<tr>
<th>Session 1 (3.5 hours)</th>
<th>Session 2 (3.5 hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Setting up, planning and configuring a cloud solution</td>
<td>Deploying and implementing a cloud solution</td>
</tr>
<tr>
<td>• Setting up cloud projects and accounts</td>
<td>• Deploying and implementing:</td>
</tr>
<tr>
<td>• Managing billing configuration</td>
<td>o Compute Engine resources</td>
</tr>
<tr>
<td>• Installing and configuring the command line interface (CLI)</td>
<td>o Google Kubernetes Engine resources</td>
</tr>
<tr>
<td>• Planning and estimating GCP product use using the Pricing Calculator</td>
<td>o App Engine, Cloud Run, and Cloud Functions resources</td>
</tr>
<tr>
<td>• Planning and configuring:</td>
<td>o Data solutions</td>
</tr>
<tr>
<td>o Compute resources</td>
<td>o Networking resources</td>
</tr>
<tr>
<td>o Data storage options</td>
<td>• Deploying a solution using Cloud Marketplace</td>
</tr>
<tr>
<td>o Network resources</td>
<td>• Deploying application infrastructure using Cloud Deployment Manager</td>
</tr>
</tbody>
</table>

### Unit 2

**Objective**

<table>
<thead>
<tr>
<th>Unit</th>
<th>Duration</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.5 weeks</td>
<td>27 hours</td>
<td>Students will learn how to troubleshoot and repair hardware problems as well as rebuild a pc from the ground up. In addition, students will learn how to install, configure and troubleshoot Microsoft Windows 7/8 operating systems and connect it to a network.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Session 3 (3.5 hours)</th>
<th>Session 4 (3.5 hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ensuring successful operation of a cloud solution</td>
<td>Configuring access and security</td>
</tr>
<tr>
<td>• Managing:</td>
<td>• Managing identity and access management (IAM)</td>
</tr>
<tr>
<td>o Compute Engine resources</td>
<td>• Managing service accounts</td>
</tr>
<tr>
<td>o Google Kubernetes Engine resources</td>
<td>• Viewing audit logs for project and managed services</td>
</tr>
<tr>
<td>o App Engine and Cloud Run resource</td>
<td>o Storage and database solutions</td>
</tr>
<tr>
<td>o Networking resources</td>
<td>o Networking resources</td>
</tr>
<tr>
<td>• Monitoring and logging</td>
<td>• Planning and estimating GCP product use using the Pricing Calculator</td>
</tr>
</tbody>
</table>

### Unit 3

**Objective**

<table>
<thead>
<tr>
<th>Unit</th>
<th>Duration</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.5 weeks</td>
<td>27 hours</td>
<td>Students will learn foundational knowledge of cloud services and how those services are provided with Microsoft Azure including cloud concepts, core Azure services, Azure pricing, SLA, lifecycle, and the fundamentals of cloud security, privacy, compliance, and trust. This unit also covers the Windows Server 2019 deployment, configurations and maintenance.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Session 5 (3.5 hours)</th>
<th>Session 6 (3.5 hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.5 weeks</td>
<td>27 hours</td>
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</tbody>
</table>

### Unit 4

**Objective**

<table>
<thead>
<tr>
<th>Unit</th>
<th>Duration</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.5 weeks</td>
<td>27 hours</td>
<td>Students will learn how to identify the components of a network and determine the most appropriate network design for a given LAN. Students will be able to differentiate between the different networking standards, protocols, and access methods.</td>
</tr>
</tbody>
</table>

### Unit 5

**Objective**

<table>
<thead>
<tr>
<th>Unit</th>
<th>Duration</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.5 weeks</td>
<td>27 hours</td>
<td>Focusing on Windows Server 2016 installation and configurations, this unit covers the initial implementation and configuration of core services including Windows Server installations, storage solutions, Hyper-V, Windows containers, high availability and maintain and monitor server environment.</td>
</tr>
</tbody>
</table>

This course prepares the student for the following exams:

<table>
<thead>
<tr>
<th>Exam</th>
<th>Details</th>
</tr>
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<tbody>
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<td>N10-007</td>
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<td>AZ-900</td>
<td>Microsoft Azure Fundamentals</td>
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<td>CLF-C01:</td>
<td>AWS Certified Solutions Architect Associate</td>
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<tr>
<td>Google Cloud - Associate Cloud Engineer</td>
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**Prerequisites:** High School Diploma/ GED, and basic computer literacy

**Occupational Goal:** To become a PC Technician, helpdesk, desktop support, system administrator.

**Tuition:** $4,900.00 (Tuition does not include exam fees.)
Comprehensive IT2 - IT Engineer

Objective

The CIT2 - IT Engineer is the advanced program which covers the Cisco Certified Network Associate (CCNA) and the Cisco Certified Network Professional (CCNP). This course provides the ability to plan, implement, verify, and troubleshoot local and wide area enterprise networks with the latest Cisco networking, routing and services.

Course Outline

**Unit 1**
5 weeks
90 hours

CCNA

Students will learn how to install, configure and operate simple-routed LAN, routed WAN and switched LAN networks to increase bandwidth, improve response times and enhance reliability and quality of service. In addition, students will learn techniques that can save employers’ time and money by reducing network downtime, addressing network security issues, and ensuring maximum network performance.

**Unit 2**
3 weeks
54 hours

Enterprise Network Core Technologies

Students will gain important knowledge and skills necessary to configure, troubleshoot and manage enterprise wired and wireless networks. Students will also learn to implement security principles within an enterprise network and how to overlay network design by using solutions such as SD-Access and SD-WAN.

**Unit 3**
3 weeks
54 hours

Enterprise Advanced Routing and Services

Students will gain important knowledge and skills necessary to implement and troubleshoot form advanced routing technologies and services, including:
- Layer 3
- VPN services
- Infrastructure security
- Infrastructure services
- Infrastructure automation

Total
11 weeks
198 hours (18 hours/week)

This course prepares the student for the following exams:

- 200-301: Cisco Certified Network Associate
- 350-401 ENCOR: Implementing and Operating Cisco Enterprise Network Core Technologies
- 300-410 ENARSI: Implementing Cisco Enterprise Advanced Routing and Services

**Prerequisites:** High School Diploma/ GED, and completion of Network+ Course or CompTIA Network+ certification or equivalent level of knowledge.

**Occupational Goal:** To become a Jr. junior security engineer, junior network engineer or cloud associate.

**Tuition:** $4,900.00 (Tuition does not include exam fees.)
## Schedule

Course dates are subject to change without notice.

### A+

<table>
<thead>
<tr>
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### Cloud Complete Package

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## School Calendar

- **August 2020**
- **September 2020**
- **October 2020**
- **November 2020**
- **December 2020**
- **January 2021**

### 2020 - 2021 Holiday Closure

- **06/05/20 - 06/07/20** Labor Day weekend
- **10/10/20 - 10/12/20** Columbus Day weekend
- **11/11/20 - 11/13/20** Veterans’ Day
- **11/26/20 - 11/29/20** Thanksgiving Day weekend
- **12/24/20 - 01/03/21** Winter recess

### 2021 Holiday Closure

- **01/16/21 - 01/18/21** Martin Luther King Day weekend
- **02/15/21 - 02/17/21** President’s Day weekend
- **04/04/21 - 04/06/21** Easter Sunday
- **05/28/21 - 05/31/21** Memorial Day weekend
- **07/04/21 - 07/06/21** Independence Day weekend
**Payment Plans**

Payment plans are available. See the director.

**Grants / Guaranteed Student Loans**

A grant is awarded to a student based on income eligibility, and it does not need to be repaid (for example, New York State Tuition Assistance Program (TAP) grants or Pell grants provided by the Federal government). Guaranteed student loans are low interest loans provided under the Federal Guaranteed Student Loan Program.

Grants and Guaranteed Student Loans are NOT available at this time.

**Workforce ITG**

If you are a jobseeker, Workforce Career Centers (WCC) offers many services to assist you in your job search. In addition, you may be eligible for a training grant that may be used at New York Business Institute.

**Applications**

Contact your local Workforce Career Center ([https://www.labor.state.ny.us](https://www.labor.state.ny.us)) to seek their assistance. You will meet with a career advisor for an assessment to determine if you need any training for skills you may lack for your career goal. If you are eligible for an ITG, you will be asked to do some research on programs and schools you would like to attend. You may contact us anytime to discuss the course(s) you are interested in. We will issue you a proposal letter for you to submit to your career advisor. The grant approval process takes about 4 weeks. So you should select a course(s) that starts at least 4 weeks from the date of application.

**Upon Approval**

Once your application is approved, your advisor will contact you to go pick up your ITG voucher. You must immediately bring your voucher to the school to officially enroll in your training course(s). Currently, the maximum grant amount is $3,800 for Computer Support Specialist, Computer Systems Analysts, and Network and Computer Systems Administrators occupations in New York City. If your training course(s) exceeds the maximum allowance, you are responsible for the co-payment amount.

The maximum ITG grant amount may vary by each county so verify with your career advisor.

**New Jersey Residents**

If you are a New Jersey resident, please visit the New Jersey Training Systems website for more information.

**599 Unemployment Training**

If you are receiving unemployment insurance benefits, you may be excused from the requirement to look for work while you are attending a training course or program that consist of a minimum of 12 hours of classroom training each week. And when funding is available, you may be eligible for additional weeks of benefits. The training, however, must be approved by the Department of Labor. Contact your local Department of Labor for an application or visit 599 Training Program for more information. NYBI will provide you with documentation of your training after your enrollment.

**Admissions Policy**

The school maintains a staff of representatives responsible for admissions. Prospective students are required to schedule an interview at the school with admissions personnel. At this time the representative will explain the school; program in detail and provide a tour of the school’s facilities. NYBI does not discriminate on the basis of race, color, creed, religion, sex, national origin, or handicap in the recruitment and admission of students, or in the operation of any of its programs and activities. At the present time the facilities do not accommodate handicapped students.

**Code of Conduct**

Students are expected to cooperate with other students and faculty in a professional manner. The following defines behavior and actions which will be considered misconduct.

1. Behavior which jeopardizes the emotional or physical safety of self or others such as unauthorized/illegal possession, storage or use of weapons or firearms; acts or threats of physical assault or abuse; sexual assault or rape; violence; intimidation; physical or emotional harassment; sexual harassment or misconduct; disorderly conduct; threatening behavior or indecent exposure.

2. The unauthorized possession, use, sale or distribution of alcoholic beverages and illegal drugs.

3. Destruction, damage, abuse, theft or fraudulent use of school’s facility or property, or other student’s property.

4. Disruption of class or any activity.

5. Unauthorized entry or presence in or on the school premises.

6. Improper uses of computer and technology such as breach of computer security, harmful access, unauthorized copying of programs and/or data, violation(s) of license, or unauthorized transfer programs and/or data access denial or the attempt to commit such acts.

7. Failure to meet financial obligations to New York Business Institute.

8. Violations of federal, state and local laws.


**Pro Rata Refund Policy for Student Veterans and Other Eligible Dependents**

We will refund the unused portion of prepaid tuition and fees on a pro rata basis. The exact proration will be based on the ratio of the number of days of instruction completed by the student to the total number of instructional days in the course. Any amount in excess of $10.00 for an enrollment fee or registration fee will also be prorated. Please refer to enrollment agreement for details.

**Credit for Prior Education/Training**

Credit for Previous Education and Training may be granted at the discretion of the school director.
Students who are absent more than 20 percent of the total number of instructional hours offered during the first half of the student’s program, not including leaves of absence, and who has not maintained satisfactory academic progress shall be dismissed.

**Retake and Make-up Policy**

Students may retake courses for free up to six months. Offer is subject to availability of seats and upon approval. Students can retake the same course that covers the same exam code(s) and contents of the original course.

International students may retake courses for free until the student status expires while enrolling in the other course. We do not issue/support the I-20 for the free retake.

Students who maintain 60% of attendance can make-up for free in any available classes.

**Tardiness**

If a student is late, she/he will be allowed in class, but we strongly recommend her/him to retake the same session in any available class. (See Retake and Make-up above.) If excessive tardiness is continued, the student will meet with the director.

**Leaves of Absence**

Students requesting a leave of absence must submit a leave of absence form for approval. If a student fails to return to school on the return date, the student will be dismissed. The student will be evaluated upon his/her return and placed at the appropriate part of the program based upon the amount of program content that the student still remembers.

**Academic Progress**

Students receive a performance review at the end of each unit of the course, which will include progress and total hours to date. The following factors will be measured to determine academic progress:

- Theory work (test grades, homework, etc.)
- Practical work

Theory and Practical work will be graded according to the following scale:

90 – 100 A
80 – 89 B
70 – 79 C
60 – 69 D
59 and below F

Students must maintain a “C” grade average in order to be considered making satisfactory progress.

**Satisfactory Progress Policy**

Satisfactory progress in academic work is required. Students who are performing academically at an unsatisfactory level (minimum of 70%), see Academic Progress in a performance review will be notified by their instructor or director. Suggested corrective actions will be discussed and documented.

**Unsatisfactory academic progress in two consecutive performance reviews of the course will result in a student being placed on Academic Probation until the subsequent performance review. The student will be notified of being on Academic Probation in writing by the director. Specific corrective actions will be discussed and documented.**

**Dismissal**

(1) If a student’s satisfactory academic progress is not achieved during the probation period, the student shall be dismissed.

(2) If a student is absent more than 20 percent of the total number of instructional hours offered during the first half of the program, not including leaves of absence, and has not maintained satisfactory academic progress, the student shall be dismissed.

(3) If a student is not complying with the school’s code of conduct, the student shall be dismissed.

The Student will be notified of Dismissal in writing by the director.

**Reinstatement**

Students will be reinstated from dismissal if they submit a formal appeal and the appeal is approved.

**Maintenance of Student Records**

Student permanent records shall be maintained for a period of 20 years after the student completes the program Grades, transcripts and the certificate of completion are furnished to the student upon request.

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**Complaint Procedure**

Who can file a complaint?

If you are or were a student or an employee of a Licensed Private or Registered Business School in the State of New York and you believe that the school or anyone representing the school has acted unlawfully, you have the right to file a complaint with the New York State Education Department.

What can a student or employee complain about?

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

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

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

1. Write to the New York State Education Department at 116 West 32nd Street, 14th Floor, New York, New York 10001, or telephone the Department at (212) 643-4760, requesting an interview for the purpose of filing a written complaint. Bring all relevant documents with you to the interview, including an enrollment agreement, financial aid application, transcripts, etc. An investigator from the Department will meet with you and go through your complaint in detail.

2. If you cannot come for an interview, send a letter or call the office to request a complaint form. You must complete and sign this form and mail it to the office. Please include with it copies of all relevant documents. You should keep the originals. You must file a complaint within two years after the alleged illegal conduct took place. The Bureau cannot investigate any complaint made more than two years after the date of the occurrence.

3. The investigator will attempt to resolve the complaint as quickly as possible and may contact you in the future with follow-up questions. You should provide all information requested as quickly as possible; delay may affect the investigation of your complaint. When appropriate, the investigator will try to negotiate with the school informally. If the Department determines that violations of law have been committed and the school fails to take satisfactory and appropriate action then the Department may proceed with formal disciplinary charges.

4. In addition to filing a complaint with the Department, you may also try to resolve your complaint directly with the school. Use the school’s internal grievance procedure or discuss your problems with teachers, department heads, or the school director. We suggest that you do so in writing and that you keep copies of all correspondence to the school. However, the school cannot require you to do this before you file a complaint with the New York State Education Department. If you do file a complaint with the Department, please advise the Bureau of any action that you take to attempt to resolve your complaint.

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**The Tuition Reimbursement Fund**

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

All schools must have a tuition refund and cancellation policy for each program included in the catalog (see page 14) and in the student enrollment agreement. Read and understand the school’s policy regarding tuition refund and cancellation before you sign the enrollment agreement. If you do not understand it, or are confused by the school’s explanation, get help before you sign. You may ask for assistance from the Department at the address included in this catalog.

Private School Agents

Private School Agents are employed by schools for the purpose of recruiting or enrolling students in the school; they are not school counselors. Private school agents cannot require a student to pay a placement or referral fee. Each school agent must be licensed by the New York State Education Department, must have an Agent Identification Card and must be a salaried employee of the school. School agents who cannot show an Agent Identification Card are breaking the law if they try to interest students in enrolling in a particular school or group or schools.

The name(s) of the agent(s) who enrolled a student must appear on the student’s enrollment agreement. Therefore, you should write down the name of the agent who talked to you. Each student will be required to confirm the name(s) of the agent(s) when signing the enrollment agreement. A full refund shall be made to any student recruited by an unlicensed private school agent or even by a licensed agent if that agent made fraudulent or improper claims. To find out if you are eligible to receive a refund, you must follow the complaint procedures included in this catalog.

New York State Education Dept.

Students can file a complaint, file a claim to the tuition reimbursement fund, or get additional information at:

New York State Education Department
Bureau of Proprietary School Supervision
116 West 32nd Street, 14th Floor
New York, NY 10001
Attn: Bureau of Proprietary School Supervision
(212) 643-4760

Gain Knowledge, Gain Skills and Get Certified.

New York Business Institute

124 East 40th Street, Suite 801
New York, NY 10016
ph: 212.922.1000
fax: 212.922.0796

Legal Company Name: GT Solutions, Inc.

Director: Taro Mukai
Director: Ginny Ying Yi Liu

School Hours:
Mon. – Thu: 9:00 A.M. - 9:30 P.M.
Fri., Sat.: 9:00 A.M. - 5:30 P.M.
Sunday: Closed

Instructors

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<thead>
<tr>
<th>Name</th>
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<tr>
<td>Taro Mukai</td>
<td>CIT</td>
<td>NYS Licensed, MCSE, L+, S+, N+, A+</td>
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<tr>
<td>David Lopez</td>
<td>CCNA, Network+, CCNP</td>
<td>NYS Licensed, CCNP, VCP, N+, A+</td>
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<tr>
<td>Miles Leacy</td>
<td>A+, Network+</td>
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<td>CCNA, CCNP</td>
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