

**State of Iowa
Iowa Workforce Development
Workforce Center Administration
150 Des Moines Street
Des Moines, IA 50309**

This is an application for INITIAL approval to participate as an Eligible Training Provider under the Workforce Investment Act (WIA) of 1998, Public Law 105-220, Department of Labor, Employment and Training Administration, 20 CFR Parts 652-671. Approval as an Eligible WIA Training Provider does not represent an endorsement or accreditation of the programs offered by the Eligible Training Provider.

INSTRUCTIONS: After completing and signing the application form below, Training providers should submit it to their regional Workforce Development office. Addresses for regional Workforce Development offices can be found at <http://www.iwd.state.ia.us/wia/regioninfo.html>.

PART I - GENERAL INFORMATION

Date Of Application 4/26/17

Name of Institution Kaplan University

Address 1801 E Kimberly Rd #1, Davenport, IA 52807

Telephone Number 563-355-3500 Fax Click here to enter text.

Location of Training Facility Davenport, Cedar Rapids, Cedar Falls, Mason City, Des Moines

Name of Chief Executive Officer Susan Spivey

Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Programming and Software Development Certificate

B. A brief program description: With our postbaccalaureate certificate program, you will focus on website design, graphics, technologies and strategies, and multimedia. You will also explore different types of Web authoring software.

C. Length of Program 25 Credit Hours

What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$371
1b. Tuition (Out-of-State, per credit hour)	\$371
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$295-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$10,160
6. Total cost to complete this program	\$10,160

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

- Post-Secondary Educational Institution registered under HEA
- Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I, Susan Spivey certify that I am the Regional Campus President of the training
Name Title

institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

Signature

Date

5/12/17

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FOR RWIB USE ONLY

Date Received by RWIB

Date Approved by RWIB

Application Date

Date RWIB Submitted to IWD

Region #:

Authorized RWIB Signature

The RWIB-approved form must be sent to: Michaela Rotert, Iowa Workforce Development, 150 Des Moines Street, Des Moines, IA 50309

What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$371
- 1b. Tuition (Out-of-State, per credit hour) \$371
- 2. Supplies, including tools, uniforms, etc. 0
- 3. Fees, including laboratory, student rentals, deposits \$295-technology
- 4. Miscellaneous charges 0
- 5. Average cost per year for program \$10,569
- 6. Total cost to complete this program \$21,138

Please use additional pages if necessary.

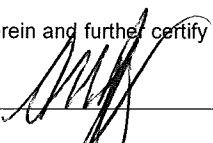
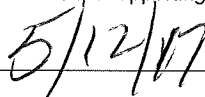
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Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Postgraduate Certificate in Applied Behavior Analysis

B. A brief program description: If you're interested expanding your competencies in psychology, Kaplan University's postgraduate certificate program is designed for motivated professionals like you. This program emphasizes the understanding of behavioral concepts and theories as well as their application to special populations. If you already possess a graduate degree in behavior analysis, education, or psychology, earning this certificate could help you prepare to advance or diversify within this field.[†]

The curriculum includes five courses that focus on the developmentally disabled, individuals with autism, and individuals with traumatic brain injuries. You'll also explore behavioral concepts and theories, and develop assessment and intervention skills.

The Behavior Analyst Certification Board, Inc.®, (BACB®) has approved the course sequence of the Postgraduate Certificate in Applied Behavior Analysis as meeting the coursework requirements for eligibility to take the Board Certified Behavior Analyst Examination®.* Please note: applicants will have to meet additional requirements to qualify, including degree, field experience, and practicum requirements. Please refer to the BACB's website (www.bacb.com) for full eligibility requirements.

The program consists of a minimum of 35 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

C. Length of Program 35 Credit Hours

68-0779 (07-15)

1

D. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$385
1b. Tuition (Out-of-State, per credit hour)	\$385
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$295-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$14,655
6. Total cost to complete this program	\$14,655

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

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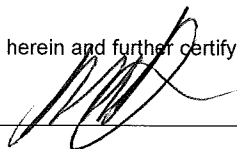
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68-0779 (07-15)

All other applicants must complete the following information and Part III - Part VI:

1. Date Institution was founded: _____

2. Number of years the institution has been in continuous operation: _____

3. Is the institution accountable to a policy or governmental board? Yes No

If so, what board? _____ Please attach a member list.

4. Does each program lead to a degree or certification? Please Explain: _____

PART III - FINANCIAL INFORMATION

1. Is the institution financially sound and able to satisfy potential liabilities arising from its participation? Please enclose a certified financial statement and the institution's most recent auditor's report.

2. Attach a schedule of fees for in-state and out-of-state tuition, if applicable.

3. Does the institution have a refund policy for the unused portion of tuition, fees, and other charges in the event the enrollee withdraws or discontinues at any time prior to completion?

Please state your
refund policy:

PART IV - FACILITIES

Describe your facility. Provide narrative that describes at a minimum a description on each of the following:

*The number of buildings

*Availability of suitable training equipment

*Handicap accessibility

*Compliance with fire, building and safety codes, including off-campus locations or other sites

PART V - ORGANIZATION OF THE TRAINING INSTITUTION

Please provide a description of each of the following:

*The number of persons employed

*Current number of students enrolled

*Class size to instructor ratio

*School Calendar

*Availability of Transcripts

PART VI - INITIAL PERFORMANCE INFORMATION REQUIRED ON EACH PROGRAM

1. Program completion rate for all individuals participating in the applicable program conducted by the training provider.

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Name of Chief Executive Officer Susan Spivey

Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Pathway to Paralegal Postbaccalaureate Certificate

B. A brief program description: If you've earned a bachelor's degree and you're interested in making a transition into the legal field, this certificate program is designed to help you build your knowledge of the profession and gain the foundational coursework to pursue a career as a paralegal or legal assistant. In this program you will explore how to communicate effectively in a legal environment, conduct legal research, and evaluate legal sources. Our Paralegal Postbaccalaureate Certificate program online concentrates on building practical skills that could give you a competitive edge. You'll apply learned concepts to relevant legal arguments and examine ethics in legal environments. Courses include live seminars, discussion boards, and one-on-one instructor feedback. And, our professors are legal practitioners with real-world experience in legal services, law, and policy.

C. Length of Program 36 Credit Hours

D. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$371
1b. Tuition (Out-of-State, per credit hour)	\$371
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$295-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$14,536
6. Total cost to complete this program	\$14,536

Please use additional pages if necessary.

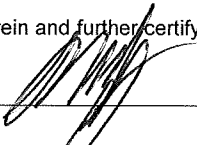
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CERTIFICATION

I, Susan Spivey, certify that I am the Regional Campus President of the training institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.


Date 5/12/17

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PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Nurse Educator Graduate Certificate

B. A brief program description: Sharing knowledge—general or specialized—with nursing students could be a rewarding and challenging career option for many nursing professionals. If you have a **master's degree in nursing**, this certificate program this certificate program offers you the opportunity to study the theory and practice of nursing education as well as advanced nursing concepts. The Nurse Educator Graduate Certificate program consists of 30 quarter credit hours. Upon successful completion of this program, you will be awarded a certificate.

C. Length of Program 30 Credit Hours

D: What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$385
1b. Tuition (Out-of-State, per credit hour)	\$385
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$295-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$12,435
6. Total cost to complete this program	\$12,435

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

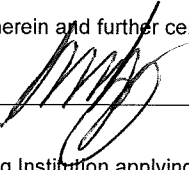
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Signature 

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PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Microsoft Operating Systems Postbaccalaureate Certificate

B. A brief program description: A dominant player in the personal computer market, Microsoft has approximately 91 percent of the market share of client operating systems.* Our Microsoft Operating Systems Postbaccalaureate Certificate program could help prepare you to pursue an entry-level position working with a variety of Microsoft operating systems.†

C. Length of Program 26 Credit Hours

D. What is the method of delivery?

- Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)
- Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$371
1b. Tuition (Out-of-State, per credit hour)	\$371
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$295-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$10,531
6. Total cost to complete this program	\$10,531

Please use additional pages if necessary.

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PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name Medical Office Administration Certificate

A brief program description Understanding the needs of today's health care industry and anticipating the needs of tomorrow is at the heart of the School of Health Sciences programs at Kaplan University. We know that one of the most important areas of growth in the expanding health care field is the management of medical information. In every medical office across the country, you will find a team of trained professionals who work with patient records, medical documents, and other medical office matters.

The Medical Office Administration Certificate is designed to prepare you to be well positioned for a career as part of this professional team. This is a career field that is expected to offer much faster-than-average job growth between 2012 and 2022.* At Kaplan University, we want you to be exceptionally prepared to take advantage of the opportunities in this rewarding field.

Length of Program 57 Credits

B. What is the method of delivery?

- Classroom
- Computer-Based CD-Rom
- Distance (TV/Satellite/Cable)
- Self-Study (Correspondence)
- Web-Based (Internet) URL Address [Click here to enter text.](#)

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$405-part time, \$5,109-12-16 credits
- 1b. Tuition (Out-of-State, per credit hour) \$405-part time, \$5,109-12-16 credits
- 2. Supplies, including tools, uniforms, etc. 0
- 3. Fees, including laboratory, student rentals, deposits \$25-registration, \$45-background
- 4. Miscellaneous charges 0
- 5. Average cost per year for program \$23,085
- 6. Total cost to complete this program \$23,085

Please use additional pages if necessary.


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Name of Chief Executive Officer Susan Spivey

Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name Medical Billing and Coding Certificate

A brief program description Due in part to an aging population and an increase in insurance claims, employment of health information technicians, a category that includes medical coders, is expected to increase much faster than the average for all occupations through 2024.* This trend has created new opportunities within the industry, and not all of today's health care jobs require patient contact. Medical billing and coding is an administrative support specialty that is expected to increase in need as patient records are being increasingly scrutinized by health insurance companies, regulators, courts, and consumers.* At Kaplan University, you could develop the skills required to seek entry-level employment in this field.†

Length of Program 39 Credits

B. What is the method of delivery?

**State of Iowa
Iowa Workforce Development
Workforce Center Administration
150 Des Moines Street
Des Moines, IA 50309**

This is an application for INITIAL approval to participate as an Eligible Training Provider under the Workforce Investment Act (WIA) of 1998, Public Law 105-220, Department of Labor, Employment and Training Administration, 20 CFR Parts 652-671. Approval as an Eligible WIA Training Provider does not represent an endorsement or accreditation of the programs offered by the Eligible Training Provider.

INSTRUCTIONS: After completing and signing the application form below, Training providers should submit it to their regional Workforce Development office. Addresses for regional Workforce Development offices can be found at <http://www.iwd.state.ia.us/wia/regioninfo.html>.

PART I - GENERAL INFORMATION

Date Of Application 4/26/17

Name of Institution Kaplan University

Address 1801 E Kimberly Rd #1, Davenport, IA 52807

Telephone Number 563-355-3500 Fax Click here to enter text.

Location of Training Facility Davenport, Cedar Rapids, Cedar Falls, Mason City, Des Moines

Name of Chief Executive Officer Susan Spivey

Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name Medical Assistant Certificate

A brief program description As a medical assistant, you could have the opportunity to work directly with patients and assist with their care and well-being. If you are interested in pursuing opportunities in this rewarding field, our medical assistant certificate program can help you gain the relevant experience and skills to become a qualified candidate. At Kaplan University, we strive to prepare you with the necessary clinical and administrative knowledge to seek various entry-level positions.

Our medical assistant certificate online and onsite programs offer a comprehensive curriculum combined with hands-on training on equipment typically used in a medical setting. The various courses offered can train you to perform specific duties such as assisting the supervising physician with administering injections, taking vital signs, recording EKGs, assisting in minor surgical procedures, carrying out basic accounting procedures, and understanding the fundamentals of charting and documentation. To enhance your career-based experience, you will also complete a practicum that enables you to apply classroom learning in a real-world setting.

B. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$405-part time, \$5109-12-16 credits
- 1b. Tuition (Out-of-State, per credit hour) \$405-part time, \$5109-12-16 credits
- 2. Supplies, including tools, uniforms, etc. 0
- 3. Fees, including laboratory, student rentals, deposits \$25-registration, \$48-background
- 4. Miscellaneous charges 0
- 5. Average cost per year for program \$22,393
- 6. Total cost to complete this program \$22,393

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

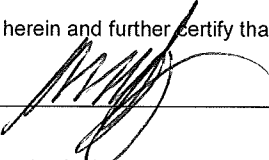
- Post-Secondary Educational Institution registered under HEA
- Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I Susan Spivey certify that I am the Regional Campus President of the training
Name Title

institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

Signature



Date

5/12/17

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Date Approved by RWIB _____

Application Date _____

Date RWIB Submitted to IWD _____

Region #: _____

Authorized RWIB Signature _____

The RWIB-approved form must be sent to: Michaela Rotert, Iowa Workforce Development, 150 Des Moines Street, Des Moines, IA 50309

2

68-0779 (07-15)

All other applicants must complete the following information and Part III - Part VI:

1. Date Institution was founded: _____

2. Number of years the institution has been in continuous operation: _____

3. Is the institution accountable to a policy or governmental board? Yes No

If so, what board? _____ Please attach a member list.

4. Does each program lead to a degree or certification? Please Explain: _____

PART III - FINANCIAL INFORMATION

1. Is the institution financially sound and able to satisfy potential liabilities arising from its participation? Please enclose a certified financial statement and the institution's most recent auditor's report.

2. Attach a schedule of fees for in-state and out-of-state tuition, if applicable.

3. Does the institution have a refund policy for the unused portion of tuition, fees, and other charges in the event the enrollee withdraws or discontinues at any time prior to completion?

Please state your
refund policy:

PART IV - FACILITIES

Describe your facility. Provide narrative that describes at a minimum a description on each of the following:

*The number of buildings

*Availability of suitable training equipment

*Handicap accessibility

*Compliance with fire, building and safety codes, including off-campus locations or other sites

PART V - ORGANIZATION OF THE TRAINING INSTITUTION

Please provide a description of each of the following:

*The number of persons employed

*Current number of students enrolled

*Class size to instructor ratio

*School Calendar

*Availability of Transcripts

PART VI - INITIAL PERFORMANCE INFORMATION REQUIRED ON EACH PROGRAM

1. Program completion rate for all individuals participating in the applicable program conducted by the training provider.

D. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$371
- 1b. Tuition (Out-of-State, per credit hour) \$371
- 2. Supplies, including tools, uniforms, etc. 0
- 3. Fees, including laboratory, student rentals, deposits \$295-technology
- 4. Miscellaneous charges 0
- 5. Average cost per year for program \$14,536
- 6. Total cost to complete this program \$14,536

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

- Post-Secondary Educational Institution registered under HEA
- Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I, Susan Spivey certify that I am the Regional Campus President of the training institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

Signature

5/12/17

Date

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Authorized RWIB Signature _____

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**State of Iowa
Iowa Workforce Development
Workforce Center Administration
150 Des Moines Street
Des Moines, IA 50309**

This is an application for INITIAL approval to participate as an Eligible Training Provider under the Workforce Investment Act (WIA) of 1998, Public Law 105-220, Department of Labor, Employment and Training Administration, 20 CFR Parts 652-671. Approval as an Eligible WIA Training Provider does not represent an endorsement or accreditation of the programs offered by the Eligible Training Provider.

INSTRUCTIONS: After completing and signing the application form below, Training providers should submit it to their regional Workforce Development office. Addresses for regional Workforce Development offices can be found at <http://www.iwd.state.ia.us/wia/regioninfo.html>.

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Telephone Number 563-355-3500 Fax Click here to enter text.

Location of Training Facility Davenport, Cedar Rapids, Cedar Falls, Mason City, Des Moines

Name of Chief Executive Officer Susan Spivey

Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Legal Secretary Certificate

B. A brief program description: Law firms rely on trained secretaries and assistants to handle day-to-day operations such as preparing legal correspondence, summonses, motions, and subpoenas so that lawyers and paralegals can focus on preparing cases. The Legal Secretary Certificate could prepare you to meet these needs as you learn how to communicate effectively in a legal environment, conduct legal research, analyze theoretical and practical concepts of law, produce written legal correspondence, and evaluate legal sources.

You will study the role of the paralegal in the civil litigation process and develop the skills necessary for effective legal writing, document processing, and use of software applications. Courses include live seminars, discussion boards, and one-on-one instructor feedback. And, our professors are legal practitioners with real-world experience in legal services, law, and policy.

C. Length of Program 31 Credit Hours

D. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$371
- 1b. Tuition (Out-of-State, per credit hour) \$371
- 2. Supplies, including tools, uniforms, etc. 0
- 3. Fees, including laboratory, student rentals, deposits \$295-technology
- 4. Miscellaneous charges 0
- 5. Average cost per year for program \$12,386
- 6. Total cost to complete this program \$12,386

Please use additional pages if necessary.

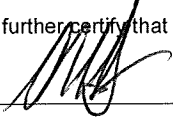
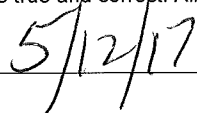
PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

- Post-Secondary Educational Institution registered under HEA
- Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I, Susan Spivey certify that I am the Regional Campus President of the training institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

Signature _____ Date _____

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Region #: _____

Authorized RWIB Signature _____

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**State of Iowa
Iowa Workforce Development
Workforce Center Administration
150 Des Moines Street
Des Moines, IA 50309**

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Address 1801 E Kimberly Rd #1, Davenport, IA 52807

Telephone Number 563-355-3500 Fax Click here to enter text.

Location of Training Facility Davenport, Cedar Rapids, Cedar Falls, Mason City, Des Moines

Name of Chief Executive Officer Susan Spivey

Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Information Security Postbaccalaureate Certificate

B. A brief program description: Today's businesses rely on information, such as personnel details, client lists, marketing information, and more, stored entirely on network databases. Because hackers could infiltrate a network if a firewall shuts down for even a minute, information security, including protecting databases with a range of policies, products, technologies, and procedures, is more important than ever.

C. Length of Program 21 Credit Hours

D: What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$371
- 1b. Tuition (Out-of-State, per credit hour) \$371
- 2. Supplies, including tools, uniforms, etc. 0
- 3. Fees, including laboratory, student rentals, deposits \$295-technology
- 4. Miscellaneous charges 0
- 5. Average cost per year for program \$10,902
- 6. Total cost to complete this program \$10,902

Please use additional pages if necessary.

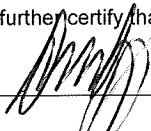
PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

- Post-Secondary Educational Institution registered under HEA
- Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I, Susan Spivey certify that I am the Regional Campus President of the training institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

 Signature  _____
 Date 5/12/17

If you are a Training Institution applying for program certification, applications must be forwarded to Regional Workforce Investment Board for consideration. Non-RWIB approved applications received directly from Training Institutions to the address below will not be processed and with no further notification.

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Authorized RWIB Signature _____

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State of Iowa
Iowa Workforce Development
Workforce Center Administration
150 Des Moines Street
Des Moines, IA 50309

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Location of Training Facility Davenport, Cedar Rapids, Cedar Falls, Mason City, Des Moines

Name of Chief Executive Officer Susan Spivey

Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name Human Services Certificate in Elder Care Services

A brief program description : Human services are the collection of services offered by public and private agencies to help improve clients' living situations. The Human Services Certificate in Elder Care Services is designed for individuals who wish to enter the field of gerontology with a basic foundation centered on working with the older adult population. Earning this certificate can help students secure a first position or assist with a potential promotion in the field.

Length of Program 43 Credits

68-0779 (07-15)

1

B. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$371
1b. Tuition (Out-of-State, per credit hour)	\$371
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$25, \$295-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$16,838
6. Total cost to complete this program	\$16,838

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

- Post-Secondary Educational Institution registered under HEA
 Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I Susan Spivey certify that I am the Regional Campus President of the training
Name Title

institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

Signature

5/12/17
Date

If you are a Training Institution applying for program certification, applications must be forwarded to Regional Workforce Investment Board for consideration. Non-RWIB approved applications received directly from Training Institutions to the address below will not be processed and with no further notification.

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Region #: _____

Authorized RWIB Signature _____

The RWIB-approved form must be sent to: Michaela Rotert, Iowa Workforce Development, 150 Des Moines Street, Des Moines, IA 50309

All other applicants must complete the following information and Part III - Part VI:

1. Date Institution was founded: _____

2. Number of years the institution has been in continuous operation: _____

3. Is the institution accountable to a policy or governmental board? Yes No

If so, what board? _____ Please attach a member list.

**State of Iowa
Iowa Workforce Development
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Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name Human Services Certificate in Child and Family Services

A brief program description : How families and children fare has an impact on many societal systems, including schools, the economy, health, welfare, and criminal justice systems. The Human Services Certificate in Child and Family Services is designed for individuals who want to pursue a position or potential promotion in the field of human services. Consider this program if you have a goal of making a difference in the lives of others, including children and families. The degree program could help you make a difference in a child or family's life which in turn will contribute to the greater good of society.

Length of Program 43 Credits

68-0779 (07-15)

1

B. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$371
1b. Tuition (Out-of-State, per credit hour)	\$371
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$25-registration, \$295-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$16,838
6. Total cost to complete this program	\$16,838

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

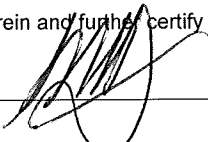
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If so, what board? _____ Please attach a member list.

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Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Human Resources Postbaccalaureate Certificate

B. A brief program description: Study to gain the knowledge, skills, and confidence to change career paths and enter this growing industry.* If you already hold a bachelor's degree from an accredited college or university, our Human Resources Postbaccalaureate Certificate program could offer you a convenient route to pursue a new career in human resources.[†]

At Kaplan University, you can enjoy the convenience and flexibility of online learning. This professional certificate program offers targeted study that could enhance your professional expertise and help you stand out to employers.

C. Length of Program 30 Credit Hours

D. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$371
- 1b. Tuition (Out-of-State, per credit hour) \$371
- 2. Supplies, including tools, uniforms, etc. 0
- 3. Fees, including laboratory, student rentals, deposits \$295-technology
- 4. Miscellaneous charges 0
- 5. Average cost per year for program \$12,015
- 6. Total cost to complete this program \$12,015

Please use additional pages if necessary.


PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

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Authorized RWIB Signature _____

The RWIB-approved form must be sent to: Michaela Rotert, Iowa Workforce Development, 150 Des Moines Street, Des Moines, IA 50309

**State of Iowa
Iowa Workforce Development
Workforce Center Administration
150 Des Moines Street
Des Moines, IA 50309**

This is an application for INITIAL approval to participate as an Eligible Training Provider under the Workforce Investment Act (WIA) of 1998, Public Law 105-220, Department of Labor, Employment and Training Administration, 20 CFR Parts 652-671. Approval as an Eligible WIA Training Provider does not represent an endorsement or accreditation of the programs offered by the Eligible Training Provider.

INSTRUCTIONS: After completing and signing the application form below, Training providers should submit it to their regional Workforce Development office. Addresses for regional Workforce Development offices can be found at <http://www.iwd.state.ia.us/wia/regioninfo.html>.

PART I - GENERAL INFORMATION

Date Of Application 4/26/17

Name of Institution Kaplan University

Address 1801 E Kimberly Rd #1, Davenport, IA 52807

Telephone Number 563-355-3500 Fax Click here to enter text.

Location of Training Facility Davenport, Cedar Rapids, Cedar Falls, Mason City, Des Moines

Name of Chief Executive Officer Susan Spivey

Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Graduate Certificate in Project Management

B. A brief program description: Are you a take-charge person? Do you love to plan, organize, and manage resources to successfully complete specific project goals and objectives? If you hold a bachelor's degree from an accredited college or university, earning a Graduate Certificate in Project Management could provide you with the critical knowledge and skills to grow and expand your talents, and prepare you to advance your career.* You will study project initiation; project planning and execution; project cost and scheduling; and project risk, quality, and assessment. Upon completion of the program, you may also be eligible to take the Project Management Professional (PMP) certification exam.†

C. Length of Program 16 Credit Hours

D. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$485
- 1b. Tuition (Out-of-State, per credit hour) \$485
- 2. Supplies, including tools, uniforms, etc. 0
- 3. Fees, including laboratory, student rentals, deposits \$150-technology
- 4. Miscellaneous charges 0
- 5. Average cost per year for program \$8360
- 6. Total cost to complete this program \$8360

Please use additional pages if necessary.

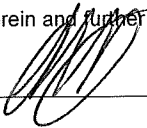
PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

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- Post-Secondary Educational Institution registered under HEA
- Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I, Susan Spivey certify that I am the Regional Campus President of the training institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

 Signature  _____
 Date 5/12/17

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Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Graduate Certificate in Information Security

B. A brief program description: Today's businesses rely on information, such as personnel details, client lists, marketing information, and more, stored entirely on network databases.

Because hackers could infiltrate a network if a firewall shuts down for even a minute, information security, including protecting databases with a range of policies, products, technologies, and procedures, is more important than ever.

C. Length of Program 16 Credit Hours

D. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$441
- 1b. Tuition (Out-of-State, per credit hour) \$441
- 2. Supplies, including tools, uniforms, etc. 0
- 3. Fees, including laboratory, student rentals, deposits \$150-technology
- 4. Miscellaneous charges 0
- 5. Average cost per year for program \$7656
- 6. Total cost to complete this program \$7656

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

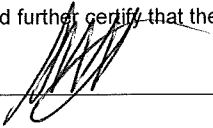
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Signature

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Name of Chief Executive Officer Susan Spivey

Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Graduate Certificate in Industrial/Organizational Psychology

B. A brief program description: As part of our comprehensive portfolio of psychology offerings that help build professionals and leaders in this field, our graduate certificate program in industrial/organizational psychology is designed to broaden the working professional's knowledge to apply the principles of industrial/organizational (I/O) psychology in business and organizational settings. Individuals interested in the scientific study of employees, workplaces, and organizations can learn to apply psychology to the workplace by using psychological principles and research methods to solve problems and improve the quality of work life. Students will explore workplace motivation and attitudes, employee training, evaluation and leadership, organizational behavior, and human resource management. Upon successful graduation from the industrial/organizational psychology graduate certificate program, students could help drive positive **change** in organizations by improving employee performance, attitudes, or behaviors by applying the theories, methods, and current practices used in industrial/organizational psychology.

C. Length of Program 30 Credit Hours

D. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$385
- 1b. Tuition (Out-of-State, per credit hour) \$385
- 2. Supplies, including tools, uniforms, etc. 0
- 3. Fees, including laboratory, student rentals, deposits \$295-technology, \$45-background
- 4. Miscellaneous charges 0
- 5. Average cost per year for program \$12,435
- 6. Total cost to complete this program \$12,435

Please use additional pages if necessary.

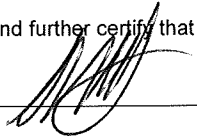
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Name of Chief Executive Officer Susan Spivey

Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Graduate Certificate in Human Resources

B. A brief program description: If you hold a bachelor's degree from an accredited college or university, our Graduate Certificate in Human Resources program could offer you a convenient route to advanced career opportunities in this growing industry.* Study to acquire the knowledge, skills, and confidence to build a brighter future.

At Kaplan University, you can enjoy the convenience and flexibility of online learning. Our graduate certificate program offers targeted study that could enhance your professional expertise and help you stand out to employers.[†]

C. Length of Program 16 Credit Hours

D. What is the method of delivery?

- Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)
- Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$485
1b. Tuition (Out-of-State, per credit hour)	\$485
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$150-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$8360
6. Total cost to complete this program	\$8360

Please use additional pages if necessary.


PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

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- Post-Secondary Educational Institution registered under HEA
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CERTIFICATION

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Signature  Date 5/12/17

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Location of Training Facility Davenport, Cedar Rapids, Cedar Falls, Mason City, Des Moines

Name of Chief Executive Officer Susan Spivey

Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Graduate Certificate in Addictions

B. A brief program description: Addiction is one of the most severe health and social problems facing our nation. According to a 2009 survey conducted by the Substance Abuse and Mental Health Services Administration, an estimated 22.5 million Americans (8.9 percent of the population aged 12 or older) were classified with substance dependence or abuse in the past year.*

Kaplan University's Graduate Certificate in Addictions is designed to provide you with the knowledge and skills to pursue employment or career advancement as an addiction professional.†The program is accredited by the National Addiction Studies Accreditation Commission (NASAC, nasacaccreditation.org), and students who complete the program will meet the coursework requirements to take the National Certification Commission for Addiction Professionals (NCC AP) Master Addictions Counselor (MAC) certification examination.‡

Courses in the program focus on chemical and psychological dependency counseling, advanced addictions counseling, group counseling, psychopharmacology, and co-occurring disorders, with an emphasis on application.

C. Length of Program 40 Credit Hours

What is the method of delivery?

- Classroom
- Computer-Based CD-Rom
- Distance (TV/Satellite/Cable)
- Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$385
1b. Tuition (Out-of-State, per credit hour)	\$385
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$295, \$45-background
4. Miscellaneous charges	0
5. Average cost per year for program	\$16,500
6. Total cost to complete this program	\$16,500

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

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Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Graduate Certificate in Accounting

B. A brief program description: Thinking about your future in accounting? Maybe you are working in the field already and want to take your career to the next level. Or maybe you would like to change careers.

In Kaplan University's graduate certificate program, you will explore accounting and financial reporting systems, business law, auditing techniques, and cost accounting. Study to gain the knowledge and skills to pursue a mid-level accounting position.* Kaplan University's Graduate Certificate in Accounting could help you prepare to take the Uniform Certified Public Accountant (CPA) Exam.† The program consists of a minimum of 16 quarter credit hours. Upon successful completion of the program, graduates will be awarded a certificate.

C. Length of Program 16 Credit Hours

D. What is the method of delivery?

- Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)
- Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$460
1b. Tuition (Out-of-State, per credit hour)	\$460
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$150-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$7960
6. Total cost to complete this program	\$7960

Please use additional pages if necessary.


PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

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PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Family Nurse Practitioner Certificate

B. A brief program description: Prepare for exciting new opportunities in a variety of health care settings. Consider earning a post-master's Family Nurse Practitioner Certificate online at Kaplan University. Our program is designed to help professional nurses like you promote holistic health care to adults and children in a family context, and diagnose and manage their acute and chronic health problems. Prepare to serve as an advocate for clients as they interface with the health care system.

C. Length of Program 60 Credit Hours

D: What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$385
- 1b. Tuition (Out-of-State, per credit hour) \$385
- 2. Supplies, including tools, uniforms, etc. 0
- 3. Fees, including laboratory, student rentals, deposits \$295-technology, \$48-background, \$350-clinical
- 4. Miscellaneous charges 0
- 5. Average cost per year for program \$14,020
- 6. Total cost to complete this program \$28,040

Please use additional pages if necessary.

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Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Executive Leader Graduate Certificate

B. A brief program description: Do you want to pursue a more responsible, rewarding position in health care? Consider earning your Executive Leader Graduate Certificate online at Kaplan University. The Executive Leader Graduate Certificate is designed to help professional nurses like you pursue managerial positions and leadership roles in hospitals, community health, long-term care facilities, and other health care systems.*

The Executive Leader Graduate Certificate program consists of 30 quarter credit hours. Upon successful completion of this program, you will be awarded a certificate.

C. Length of Program 30 Credit Hours

D. What is the method of delivery?

- Classroom
- Computer-Based CD-Rom
- Distance (TV/Satellite/Cable)
- Self-Study (Correspondence)
- Web-Based (Internet) URL Address [Click here to enter text.](#)

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$385
1b. Tuition (Out-of-State, per credit hour)	\$385
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$295-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$12,435
6. Total cost to complete this program	\$12,435

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

- Post-Secondary Educational Institution registered under HEA
- Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I, Susan Spivey certify that I am the Regional Campus President of the training
Name Title

institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

Signature

Date

5/12/19

If you are a Training Institution applying for program certification, applications must be forwarded to Regional Workforce Investment Board for consideration. Non-RWIB approved applications received directly from Training Institutions to the address below will not be processed and with no further notification.

FOR RWIB USE ONLY

Date Received by RWIB

Date Approved by RWIB

Application Date

Date RWIB Submitted to IWD

Region #:

Authorized RWIB Signature

The RWIB-approved form must be sent to: Michaela Rotert, Iowa Workforce Development, 150 Des Moines Street, Des Moines, IA 50309

D. What is the method of delivery?

- Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)
- Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$371
1b. Tuition (Out-of-State, per credit hour)	\$371
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$295-technology, \$45-background
4. Miscellaneous charges	0
5. Average cost per year for program	\$16,391
6. Total cost to complete this program	\$16,391

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

- Post-Secondary Educational Institution registered under HEA
- Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I, Susan Spivey certify that I am the Regional Campus President of the training
Name Title

institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

Signature

Date

5/12/17

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Date Approved by RWIB

Application Date

Date RWIB Submitted to IWD

Region #:

Authorized RWIB Signature

The RWIB-approved form must be sent to: Michaela Rotert, Iowa Workforce Development, 150 Des Moines Street, Des Moines, IA 50309

**State of Iowa
Iowa Workforce Development
Workforce Center Administration
150 Des Moines Street
Des Moines, IA 50309**

This is an application for INITIAL approval to participate as an Eligible Training Provider under the Workforce Investment Act (WIA) of 1998, Public Law 105-220, Department of Labor, Employment and Training Administration, 20 CFR Parts 652-671. Approval as an Eligible WIA Training Provider does not represent an endorsement or accreditation of the programs offered by the Eligible Training Provider.

INSTRUCTIONS: After completing and signing the application form below, Training providers should submit it to their regional Workforce Development office. Addresses for regional Workforce Development offices can be found at <http://www.iwd.state.ia.us/wia/regioninfo.html>.

PART I - GENERAL INFORMATION

Date Of Application 4/26/17

Name of Institution Kaplan University

Address 1801 E Kimberly Rd #1, Davenport, IA 52807

Telephone Number 563-355-3500 Fax Click here to enter text.

Location of Training Facility Davenport, Cedar Rapids, Cedar Falls, Mason City, Des Moines

Name of Chief Executive Officer Susan Spivey

Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Corrections Certificate

B. A brief program description: If you want to pursue entry-level positions in a corrections facility, or want to advance in your current corrections career, Kaplan University's online Corrections Certificate program may provide you with the necessary skills and credentials to excel in this rapidly growing, increasingly complex career field.

C. Length of Program 36 Credit Hours

68-0779 (07-15)

D. What is the method of delivery?

- Classroom
- Computer-Based CD-Rom
- Distance (TV/Satellite/Cable)
- Self-Study (Correspondence)
- Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$371
1b. Tuition (Out-of-State, per credit hour)	\$371
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$295-technology, \$45-background
4. Miscellaneous charges	0
5. Average cost per year for program	\$14,536
6. Total cost to complete this program	\$14,536

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

- Post-Secondary Educational Institution registered under HEA
- Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I, Susan Spivey certify that I am the Regional Campus President of the training institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

 Signature Date 5/12/17

If you are a Training Institution applying for program certification, applications must be forwarded to Regional Workforce Investment Board for consideration. Non-RWIB approved applications received directly from Training Institutions to the address below will not be processed and with no further notification.

FOR RWIB USE ONLY

Date Received by RWIB	_____	Date Approved by RWIB	_____
Application Date	_____	Date RWIB Submitted to IWD	_____
		Region #:	_____
Authorized RWIB Signature	_____		

The RWIB-approved form must be sent to: Michaela Rotert, Iowa Workforce Development, 150 Des Moines Street, Des Moines, IA 50309

**State of Iowa
Iowa Workforce Development
Workforce Center Administration
150 Des Moines Street
Des Moines, IA 50309**

This is an application for INITIAL approval to participate as an Eligible Training Provider under the Workforce Investment Act (WIA) of 1998, Public Law 105-220, Department of Labor, Employment and Training Administration, 20 CFR Parts 652-671. Approval as an Eligible WIA Training Provider does not represent an endorsement or accreditation of the programs offered by the Eligible Training Provider.

INSTRUCTIONS: After completing and signing the application form below, Training providers should submit it to their regional Workforce Development office. Addresses for regional Workforce Development offices can be found at <http://www.iwd.state.ia.us/wia/regioninfo.html>.

PART I - GENERAL INFORMATION

Date Of Application 4/26/17

Name of Institution Kaplan University

Address 1801 E Kimberly Rd #1, Davenport, IA 52807

Telephone Number 563-355-3500 Fax Click here to enter text.

Location of Training Facility Davenport, Cedar Rapids, Cedar Falls, Mason City, Des Moines

Name of Chief Executive Officer Susan Spivey

Program Contact Information Susan Spivey

Telephone Number 319-363-0481 Email Address sspivey@kaplan.edu

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the national Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name: Computer Forensics Postbaccalaureate Certificate

B. A brief program description: Cases of identity theft, check fraud, auction fraud, phishing, and other forms of digital crime have increased substantially over the years. If you hold a bachelor's degree from an accredited college or university, a postbaccalaureate certificate program could help you acquire the knowledge and technical skills to pursue an entry-level position in computer forensics.

C. Length of Program 28 Credit Hours

68-0779 (07-15)

D. What is the method of delivery?

- Classroom
- Computer-Based CD-Rom
- Distance (TV/Satellite/Cable)
- Self-Study (Correspondence)
- Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$371
1b. Tuition (Out-of-State, per credit hour)	\$371
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$295-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$11,253
6. Total cost to complete this program	\$11,253

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

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- Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I, Susan Spivey, certify that I am the Regional Campus President of the training institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

Signature

5/12/17

Date

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Date Approved by RWIB _____

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Date RWIB Submitted to IWD _____

Region #: _____

Authorized RWIB Signature _____

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D. What is the method of delivery?

- Classroom
- Computer-Based CD-Rom
- Distance (TV/Satellite/Cable)
- Self-Study (Correspondence)
- Web-Based (Internet) URL Address [Click here to enter text.](#)

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$371
1b. Tuition (Out-of-State, per credit hour)	\$371
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$295-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$10,902
6. Total cost to complete this program	\$10,902

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

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[Signature]
Signature

5/12/17
Date

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Application Date	_____	Date RWIB Submitted to IWD	_____
Authorized RWIB Signature	_____		
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D. What is the method of delivery?

- Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)
- Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$371
1b. Tuition (Out-of-State, per credit hour)	\$371
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$295-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$9789
6. Total cost to complete this program	\$9789

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

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CERTIFICATION

I, Susan Spivey certify that I am the Regional Campus President of the training
Name Title

institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

[Signature]
Signature

3/12/17
Date

If you are a Training Institution applying for program certification, applications must be forwarded to Regional Workforce Investment Board for consideration. Non-RWIB approved applications received directly from Training Institutions to the address below will not be processed and with no further notification.

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Application Date _____ Date RWIB Submitted to IWD _____

Region #: _____

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D. What is the method of delivery?

- Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)
- Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$385
1b. Tuition (Out-of-State, per credit hour)	\$385
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$45-background, \$295-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$14,655
6. Total cost to complete this program	\$14,655

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

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Application Date _____

Date RWIB Submitted to IWD _____

Region #: _____

Authorized RWIB Signature _____

The RWIB-approved form must be sent to: Michaela Rotert, Iowa Workforce Development, 150 Des Moines Street, Des Moines, IA 50309

2

68-0779 (07-15)

All other applicants must complete the following information and Part III - Part VI:

1. Date Institution was founded: _____

2. Number of years the institution has been in continuous operation: _____

3. Is the institution accountable to a policy or governmental board? Yes No

If so, what board? _____ Please attach a member list.

4. Does each program lead to a degree or certification? Please Explain: _____

PART III - FINANCIAL INFORMATION

1. Is the institution financially sound and able to satisfy potential liabilities arising from its participation? Please enclose a certified financial statement and the institution's most recent auditor's report.

2. Attach a schedule of fees for in-state and out-of-state tuition, if applicable.

3. Does the institution have a refund policy for the unused portion of tuition, fees, and other charges in the event the enrollee withdraws or discontinues at any time prior to completion?

Please state your refund policy:

PART IV - FACILITIES

Describe your facility. Provide narrative that describes at a minimum a description on each of the following:

*The number of buildings

*Availability of suitable training equipment

*Handicap accessibility

*Compliance with fire, building and safety codes, including off-campus locations or other sites

PART V - ORGANIZATION OF THE TRAINING INSTITUTION

Please provide a description of each of the following:

*The number of persons employed

*Current number of students enrolled

*Class size to instructor ratio

*School Calendar

*Availability of Transcripts

PART VI - INITIAL PERFORMANCE INFORMATION REQUIRED ON EACH PROGRAM

1. Program completion rate for all individuals participating in the applicable program conducted by the training provider.

D. What is the method of delivery?

- Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)
- Web-Based (Internet) URL Address Click here to enter text.

PROGRAM COSTS:

1a. Tuition (per credit hour)	\$385
1b. Tuition (Out-of-State, per credit hour)	\$385
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$295-technology, \$350-clinical, \$48-background
4. Miscellaneous charges	0
5. Average cost per year for program	\$12,398
6. Total cost to complete this program	\$24,795

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

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CERTIFICATION

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 Signature

 Date 5/12/17

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2

68-0779 (07-15)

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1. Date Institution was founded: _____

2. Number of years the institution has been in continuous operation: _____

3. Is the institution accountable to a policy or governmental board? Yes No

If so, what board? _____ Please attach a member list.

4. Does each program lead to a degree or certification? Please Explain: _____

PART III - FINANCIAL INFORMATION

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Please state your
refund policy:

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*The number of buildings

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*Current number of students enrolled

*Class size to instructor ratio

*School Calendar

*Availability of Transcripts

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1. Program completion rate for all individuals participating in the applicable program conducted by the training provider.