

**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 Associate of Applied Science in Public Safety and Security

A brief program description An associate's degree in public safety and security can help you pursue a career in the public safety and security fields—rewarding professions that offer individuals an opportunity to make an immediate impact securing the safety of individuals and establishments in their community.

According to the Bureau of Labor Statistics, protective service occupations are expected grow through 2024.* The online associate's degree in public safety and security from Kaplan University focuses on:

- Foundational knowledge of public safety and security, including practical and technical skills and competencies required by many public safety and private security firms.
- Skills to properly prepare, plan, and execute decisive and appropriate public safety and security plans of action
- Critical-thinking, decision-making, and communications skills and knowledge relevant to supporting public safety initiatives

Professors in this degree program are public safety and security professionals who bring real-world knowledge to the courses they teach.

Career paths that graduates can pursue include[†]:

- Private security
- Corporate security

- Risk and security management

B. Length of Program 90 Credits

68-0779 (07-15)

1

C. 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 for 12-16 credits
1b. Tuition (Out-of-State, per credit hour)	\$405-part time, \$5109 for 12-16 credits
2. Supplies, including tools, uniforms, etc.	0
3. Fees, including laboratory, student rentals, deposits	\$25-registration, \$45
4. Miscellaneous charges	0
5. Average cost per year for program	\$20,436
6. Total cost to complete this program	\$30,654

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 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

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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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

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.

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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 Associate of Applied Science in Business Administration

A brief program description : The ability to keep day-to-day operations running smoothly is highly valued in today's complex business environments. Whether you are preparing to enter the workforce or are seeking the credentials required to advance your career, earning an Associate of Applied Science in Business Administration at Kaplan University may help you establish your position as a member of this challenging profession.*

Length of Program 90 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, \$200-administration, \$295-technology
- 4. Miscellaneous charges 0
- 5. Average cost per year for program \$22,500
- 6. Total cost to complete this program \$22,500-cost of program is capped

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 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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 - 2. Number of years the institution has been in continuous operation: _____
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- If so, what board? _____ Please attach a member list.

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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 Associate of Applied Science in Legal Support and Services

A brief program description Legal roles are no longer limited to law firms. Legal services and support staff may be hired not only by law firms but also by corporations, insurance firms, consulting firms, and health care institutions.*

If you are seeking to advance into a career in legal support and services, an associate of applied science at Kaplan University could be a strategic professional move. Our online associate's degree program is designed to focus on:

- Foundational knowledge of the law, including foundational legal administrative skills
- Practical and technical skills and competencies relevant to many legal support positions
- Professional competencies that prepare you to assist during legal proceedings or investigations, preparing documents, managing technology, and researching legal issues

You'll be taught by professors who are legal practitioners themselves, offering real-world expertise in legal services, law, and policy. And you can enjoy collaborating with your professors and classmates via live seminars, discussion boards, and one-on-one instructor interaction .

Graduates with an associate's degree in legal support and services can pursue career paths that include¹:

- Contract driven industries such as real estate and licensing

- Corporate legal departments
- The court and judicial system
- Legal firms

Length of Program 90 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, \$200-administration, \$295-technology
4. Miscellaneous charges	0
5. Average cost per year for program	\$22,500
6. Total cost to complete this program	\$22,500-program is capped for tuition

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

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Date 5/12/17

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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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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

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*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:

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*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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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 Associate of Applied Science in Fire Science

A brief program description Kaplan University is recognized by the U.S. Fire Administration as an official Fire and Emergency Services Higher Education (FESHE) institution. The Associate of Applied Science in Fire Science closely follows the FESHE model and is designed to provide students with foundational skills in firefighter safety, building codes, fire prevention, code inspection, and firefighting strategy and tactics. The degree serves fire service professionals seeking enhanced skills and a broad spectrum of knowledge in the field of fire science.

Additionally, Kaplan University's College of Social and Behavioral Sciences has received programmatic accreditation from the International Fire Service Accreditation Congress (IFSAC) for the Associate of Applied Science in Fire Science.

The degree serves fire service professionals seeking enhanced skills and a broad spectrum of knowledge in the field of fire science. Each term students are assessed on their mastery of the course outcomes which measure the skills, knowledge, abilities and behaviors employers expect.

B. Length of Program 90 Credits

68-0779 (07-15)

C. 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 flate rate for 12-16 credits
1b. Tuition (Out-of-State, per credit hour)	\$405-part time	\$5109 flate rate for 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	\$20,436	
6. Total cost to complete this program	\$30,654	

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

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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

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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PART II (a) - PROGRAM INFORMATION

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

A. Program Name Associate of Applied Science in Criminal Justice and Criminology

A brief program description An associate's degree in criminal justice can help you pursue a career in the criminal justice and criminology field—a rewarding profession that offers individuals an opportunity to make an immediate impact within their community. This online associate's degree from Kaplan University is designed to help you develop:

- Foundational knowledge of criminal justice and criminology, including practical and technical skills and competencies required by many law enforcement agencies and private security firms
- Skills on how to analyze crime data, predict patterns of criminal behavior, create criminal profiles, and establish agency protocols and procedures designed to improve agency response to crime
- Critical-thinking, decision-making, and communication skills and knowledge that is relevant to supporting criminal justice initiatives

Professors in this degree program are professionals who bring real-world knowledge to the courses they teach.

Career paths that graduates can pursue include the following—note, however, that local, state and federal law enforcement jobs may require additional training or education beyond the associate's level. You should fully research the requirements of any such position you intend to seek*:

- Crime scene investigations or forensics

- Police or patrol officer positions
- Other local and federal law enforcement jobs in local and federal agencies

B. Length of Program 90 Credits

68-0779 (07-15)

1

C. 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
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2. Supplies, including tools, uniforms, etc.	0
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