Main Campus
16117 Covello St.
Van Nuys, CA 91406
Office: (818) 906-3754
Fax: (818) 906-3755

San Diego Branch
3333 Midway Drive Suite 203
San Diego, CA. 92110
Office: 619-225-9093

Catalog

01/01/25 – 12/31/25

www.pwa.edu

Table of Contents

School Location & Leadership Information

Los Angeles Main	San Diego Branch (CST Program only)
16117 Covello Street	3333 Midway Drive Suite 203
Van Nuys, CA 91406	San Diego, CA. 92110
Office: (818) 906-3754 Fax: (818) 906-3755	Office: 619-225-9093
Email: info@pwa.edu	Email: sdcoordinator@pwa.edu

Mission Statement:
Pacific West Academy's mission is to educate and graduate technically and tactically proficient executive protection personnel while instilling the social responsibilities required to be a security professional in today's world.

Oded Krashinsky – CEO
Mr. Krashinsky is a veteran lieutenant of one of the world's most respected secret service special operations units. Having served with top-secret security clearance, he is specially trained in anti-terrorist tactics, multiple firearms and electronic counter-surveillance, threat analyses, risk assessments, emergency preparedness and crisis planning. He has extensive experience in strategic planning, personnel management, training and emerging technologies with strong physical security assessment and physical security planning expertise for chief executive officers and high net-worth private clients and families. He is recognized around the world for his unique implementation of defensive tactics and training to numerous protective details where he actively participated in advance preparations, logistical support and personal protection in both the U.S. and abroad.

An expert security consultant, Mr. Krashinsky founded Pacific West Academy to provide a level of service to his clients above and beyond all others. He has over 20 years of hands-on experience in security operations, project planning, crisis consulting and management. He has been able to use his unique approach to take the security of the private sector to a new level.

Ethan White - Director of Training
Mr. White brings over nine years of experience in higher education, specializing in curriculum design, student mentorship, regulatory compliance, and creating inclusive learning environments. With a Doctorate in Organizational Change and Leadership (in progress) from the University of Southern California and an MBA from Bowling Green State University, Mr. White has developed curriculum for a large range of courses. He is passionate about applying his background in higher education to Pacific West Academy, supporting the institution's mission of developing highly skilled professionals in Executive Security. Mr. White is dedicated to fostering a student-centered, engaging learning environment that prepares students for impactful careers in the security field.

Mark Treston – Chief Academic Officer
Mr. Treston has over fifteen years of experience in education management and regulatory compliance. Having served as department chair for both secondary and postsecondary institutions, he has also been employed as director of a vocational college and CAO of two institutions of higher learning. A talented

start-up manager, Mark has successfully established several colleges and universities, from developing the initial business plans, through navigating the complex requirements of state and federal regulatory bodies. Mr. Treston served in the Israel Defense Forces and taught at an elite military college in South Korea. Mr. Treston holds graduate degrees in Political Economy and Education.

Andrea Monrroy – Director of Administration

Ms. Monrroy is responsible for maintaining and supervising PWA's record keeping, admission, and graduation requirements. Ms. Monrroy has served as a student advisor regarding academic plans, progress, and educational policies since PWA was created. Her diverse background spans a broad spectrum of disciplines including administrative services and coordinate supportive services with various agencies and school management. Ms. Monrroy is bilingual in English and Spanish.

Christina Gulasarian – Student Services Coordinator

Ms. Gulasarian, as Student Services Coordinator, is the primary liaison between PWA and all students. Ms. Gulasarian joined the PWA team in 2016. Her duties within Pacific West Academy include student recruitment and enrollment, student database/record keeping, and job placement services. Her professional background includes years of sales, staffing, office management, and client satisfaction.

George Rodriguez – San Diego Operations Manager

George Rodriguez brings extensive expertise in corporate security, having served as Corporate Security Director for a $600M sports memorabilia company and a $1B global sports equipment manufacturer, where he developed security departments to protect employees, executives, and assets across the U.S. and Mexico. He has managed complex narcotic and theft investigations and led a State of CA-certified security company, providing services to high-profile clients in Southern California. Fluent in English and Spanish, Mr. Rodriguez holds a Bachelor's in Business Management from the University of Phoenix and a Human Resources Management Certification from Villanova University. His professional credentials include multiple certifications in corporate security, executive protection, and investigations, and he is affiliated with ASIS International and the CA DOJ Bureau of Firearms. Mr. Rodriguez is also dedicated to philanthropy, supporting fallen-officer events with the California Highway Patrol.

Approvals & Mission

Advanced Security Concepts, Inc dba Pacific West Academy is Accredited by the Accrediting Council for Continuing Education and Training (ACCET). ACCET is officially recognized by the U.S. Department of Education (DOE) as a Nationally recognized accrediting agency.

Advanced Security Concepts, Inc dba Pacific West Academy is a private institution and is licensed to operate by the Bureau for Private Postsecondary Education. (BPPE) "Licensed to Operate" means the school operates in compliance with state standards as set forth in Chapter 8, Part 59, Division 10, Title 3 of the California Education Code.

Pacific West Academy is approved by CSAAVE for GI Bill® Training Benefits.

Advanced Security Concepts, Inc dba Pacific West Academy is listed on the Employment Development Department (EDD) Eligible Training Provider List (ETPL) established in compliance of the Workforce Innovation and Opportunity Act (WIOA).

Our training center utilizes an interdisciplinary approach that is based on the knowledge of leading and specialized professionals in each field of expertise. We work with Law Enforcement and Military Veterans in order to provide clients and students with the necessary tools to ensure their security, while learning the importance of safety and ethics..

Review Documents

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Admissions Policies & Recognition of Credits

The general criteria for admission are:
- Student must have graduated from high school, earned a GED or have copy of their DD214.
- Student must pay all applicable fees, as per the catalog prior to the issuance of an enrollment contract or make other arrangements acceptable to the school.
- This institution does not award credit for satisfactory completion of CLEP or other comparable examinations. This institution does not award credit for experiential learning.
- PWA does not admit Ability to Benefit (ATB) students to academic programs as all academic programs require a minimum of a high school diploma or its equivalent for admission.
- This institution has not entered into an articulation or transfer agreement with any other institution.
- Must be able to pass a basic background check.
- Students must demonstrate adequate physical fitness abilities for the program they have selected.

Admissions Process:

- All applicants must complete an application and certificate of eligibility form (Only for those that plan to use their GI Bill® funds). Application includes:
    a. Application Form
    b. Resume
    c. DD214 (If a veteran)
    d. Driver's License or Identification
    e. Health Insurance
    f. Social Security Card
    g. Passport or Birth Certificate (for non-veterans)
    h. Physical Fitness Test Videos

- Applicants that meet the requirements for admissions receive a catalog.
- Eligible applicants will schedule a virtual video interview with PWA. This interview will generally include at least one staff and one faculty of PWA.Interview questions and criteria include:
  a. Professionalism
  b. Is this a beneficial program for the student?
  c. Student's plan of action
  d. Student's physical readiness
  e. Student's financial well being
- PWA staff and faculty will review the student's interview and determine the acceptance of the applicant.
- Applicants will be notified via email of their acceptance status to the program.

Admitted students will:
- Receive a welcome letter and packet of information about their program via email.
- Receive a tour of the facilities (if local)
- Attend orientation on the first day of the program. Students will have the opportunity to learn more about student services and classroom expectations
- Receive the School Performance Fact Sheet (SPFS) and a description of placement statistics.
- Review and sign the enrollment agreement (EA).

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at https://www.benefits.va.gov/gibill.

Transfer of Credit to PWA

Students receiving VA education benefits must submit all relevant transcripts, including Joint Services Transcripts (JST) and college transcripts, with their application. Transcripts will be kept in the student's file.

Students who have completed similar training at other institutions may apply for transfer credit by following these steps:

1. Complete and submit a Transfer of Credit Application to the Director of Training.
2. Provide an official transcript and course catalog with descriptions for prior training. Official transcripts are required for posting transfer credits; unofficial transcripts may be used for evaluation. Photocopies are not accepted.
3. Courses from accredited programs that closely match PWA courses in content, scope, and length will be considered.
4. Only technical courses completed within the last 3 years and general education courses within the last 7 years are eligible.
5. A minimum grade of C or 70% is required for transfer credit.
6. Credit by exam, prior work experience, military service, internships, or practicum is not accepted.
7. No more than 50% of program credits may come from transfer credits.
8. The Director of Training will base transfer credit decisions solely on these criteria.
9. There is no fee for evaluating or accepting transfer credits. Approved transfer credits reduce tuition and may impact financial aid and program length.
10. Transfer credit requests must be submitted, reviewed, and approved before the program begins. Credit is awarded only upon receipt of official transcripts.

Students may appeal transfer credit evaluations within 3 days of receiving the completed Transfer of Credit Application.

Veteran's Credit for Previous Education or Training
Veteran students must report all prior education and training. The school will evaluate and grant appropriate credit, reducing training time and tuition accordingly, with notification to both the VA and the student.

Visa Related Services

This institution does not admit students from other countries, so no visa related services are offered.

Language Proficiency

The following apply to students for whom English is not their primary language:
For a student whose high school or equivalent coursework was not completed in English, and for whom English was not a primary language, we will seek a score of 500 on a TOEFL or B1 CEFR proficiency based on any other standardized ESL exam or English preparation program. The TOEFL requirement does not apply to students who have received their high school diploma or the equivalent at an academic institution which has provided the instruction in the English language. Similarly, the TOEFL requirement does not apply to students who have completed coursework, in English, at the college level.

Student's Right to Cancel and Withdrawal Policy

A notice of cancellation via email or in writing is required. A withdrawal may be effectuated by the student's notice to the school administrative office, 16117 Covello St. Van Nuys, CA 91406 or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance. The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the 14th day after enrollment, whichever is later. The institution shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed a hundred dollars ($100).
The institution shall issue a refund for unearned institutional charges if the student cancels an enrollment agreement or withdraws during a period of attendance. The refund policy for students who have completed 60.0 percent or less of the period of attendance shall be a pro rata refund. The institution shall pay or credit refunds within 45 days of a student's cancellation or withdrawal.
If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.
Students who decide to withdraw from school prior to completion should follow the steps below:
1. Meet with the Director of Training or designated administrator to discuss the student's decision to withdraw.
2. Meet with the designated financial aid official to see if obligations still exist.
3. Provide a written and signed notice of withdrawal to the Director of Training or designated administrator.

Refund Policy

The amount owed to the student equals the institutional charge for the instruction divided by the total number of clock hours in the period of attendance multiplied by the number of clock hours the student has not attended prior to withdrawal. No refunds are due once the student has received 60.1% of the clock hours of instruction in any given period of attendance.

For purposes of determining a refund, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in this institution's catalog.

If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

This institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled.

Any questions a student may have regarding this policy that have not been satisfactorily answered by the institution may be directed to the

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Bureau for Private Postsecondary Education at
P.O. Box 980818
West Sacramento, CA95798-0818
www.bppe.ca.gov
(916) 431-6959 (fax) (916) 263-1897

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A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (800)370-7589 or (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's Internet Web site www.bppe.ca.gov .

The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling (888) 370- 7589, option #5, or by visiting osar.bppe.ca.gov.

Address of Instructional Location

Los Angeles Main	San Diego Branch (EST/CST Programs only)
16117 Covello Street	3333 Midway Drive Suite 203
Van Nuys, CA 91406	San Diego, CA. 92110
Office: (818) 906-3754Fax: (818) 906-3755	Office: 619-225-9093
Email: info@pwa.edu	Email: sdcoordinator@pwa.edu
Burro Canyon Shooting Park	A Place to Shoot
22100 East Fork Rd	33951 San Fransiquito Canyon Rd
Azusa, CA 91702	Santa Clarita, CA 91390

Office: 626-910-1344

Office: 661-296-5552

Willow Springs Int. Raceway
3500 75th St. West
Rosamond, CA 93560
Office: 661-256-6666

San Diego Police Revolver Club
4008 Federal Blvd
San Diego, CA 92102
Office: 619-264-1514

Programs and Course Description

Program Name	Clock Hours	Weeks	Maximum students per program	Campus
Certified Executive Security Specialist (CESS)	348	10	16	LA
Certified Protection Specialists (CPS)	232	7	16	LA
Comprehensive Security Training (CST)	104	3	16	LA/SD
Cyber Security Operator (CSO)	328	10	16	LA
Essential Security Training (EST)	80	2	16	LA/SD

Name of Program	Certified Executive Security Specialist SOC: 33-9032
Program Description	The Certified Executive Security Specialist (CESS) Course is a 10-week training program designed to equip individuals with the skills and certifications needed to excel in high-level security roles. Ideal for those seeking to enter the static and executive security industry, the CESS program offers comprehensive training in handgun shooting tactics, tactical emergency casualty care, and other advanced security techniques. Through in-depth instruction and hands-on practice, students are prepared for careers in fields such as executive protection, residential protection, executive driving services, VIP security, asset protection, technical surveillance countermeasures, intelligence and information services, and undercover operations. Graduates of the CESS program are well-positioned for employment in high-end security and law enforcement, possessing qualifications that elevate them in a competitive job market.
Courses	This program includes the following courses: ● CA BSIS Guard Card ● Arrest and Control/OC Spray ● AHA CPR/AED/First Aid

	- Taser - Site Security - Job Placement Training - Executive Protection Fundamentals - Common EP Operations - CA BSIS Exposed Firearms Permit - Operational & Supervisory Skills - Behavior Analysis - Professional Behavior and Sexual Harassment - Emergency Vehical Operation Course - Tactical Emergency Casualty Care - Combatives - Advanced Firearms - Advanced Executive Protection - FTX - Field Training Exercise
Graduation Requirements	To graduate, a student must earn acumulative grade of 70.0% or higher and be in good financial standing with PWA.
Certification and Licenses	Students will need to pass respective courses in order to earn the respective permit or license. Please reference the course syllabus for more specifics. - California Guard Card permit issued by the BSIS - California Exposed Firearms permit issued by BSIS California Baton Permit issued by BSIS 'Taser' International Certificate - American Heart Association (AHA) 2 Year Certification - National Association of Emergency Medical Technicians (NAEMT) 4 Year Certification - Emergency Vehicle Operator (EVOC) - PWA Certificate of Completion - PWA Combatives Certificate
Total Clock Hours	348 over 10 weeks
Maximum Enrollment per cohort	16

This is a sample schedule, intended to demonstrate what the program may look like. This schedule is subject to change.

Day	Course Name	Hours
0	Orientation	
1	CA BSIS Guard Card	8
2	CA BSIS Exposed Firearms Permit	8

3	Common EP Operations	8
4	Site Security	8
5	Site Security	8
6	Job Placement Training	8
7	CA BSIS Exposed Firearms Permit	8
8	Executive Protection Fundamentals	8
9	Executive Protection Fundamentals	8
10	Advanced Executive Protection	8
11	Behavioral Analysis	8
12	Behavioral Analysis	8
13	AHA CPR/AED/First Aid	8
14	Tactical Emergency Casualty Care	8
15	Professional Behavior and Sexual Harassment	8
16	Advanced Firearms	8
17	Advanced Firearms	8
18	Advanced Firearms	10
19	Advanced Firearms	10
20	Advanced Firearms	8
21	Advanced Firearms	8
22	Advanced Firearms	8
23	Tactical Emergency Casualty Care	8
24	Tactical Emergency Casualty Care	8
25	Tactical Emergency Casualty Care	8
26	Emergency Vehicle Operation Course	8
27	Emergency Vehicle Operation Course	8
28	Behavioral Analysis	8
29	Advanced Executive Protection	8
30	FTX - Field Training Exercise	8
31	Taser	8
32	Arrest and Control/OC Spray	8
33	FTX - Field Training Exercise	8
34	Operational & Supervisory Skills	8
35	Advanced Executive Protection	8
36	Operational & Supervisory Skills	8
37	Combatives	5
38	Advanced Executive Protection	8

39	Operational & Supervisory Skills	8
40	Combatives	5
41	Graduation	

Name of Program	Certified Protection Specialist SOC: 33-9032
Program Description	The Certified Protection Specialist (CPS) Course is a 26 -day/7 weeks security course. The CPS program is ideal for individuals wishing to break into the static security industry by receiving the training and certificates in numerous high-end security and security related courses. The CPS program offers more comprehensive executive protection training geared towards employment in high end security positions such as Executive Protection, Residential Protection, Executive Drivers, VIP Security, Asset Protection, Technical Surveillance Countermeasure, intelligence and information services and undercover operations. This course includes the following courses: ● Advanced Executive Protection ● CA BSIS Exposed Firearms Permit ● Advanced Firearms ● Tactical Emergency Casualty Care ● Behavior Analysis ● Operational and Supervisory Skills ● Combatives
Graduation Requirements	To graduate, a student must complete cumulative grade of 70.0% or higher and be in good financial standing with PWA.
Certification and Licenses	Students will need to pass respective courses in order to earn the respective permit or license. Please reference the course syllabus for more specifics. ● PWA Certificate of Completion ● National Association of Emergency Medical Technicians (NAEMT) 4 Year Certification ● Emergency Vehicle Operator (EVOC)
Total Clock Hours	232
Maximum Students per cohort	16

This is a sample schedule, intended to demonstrate what the program may look like. This schedule is subject to change.

Day	Class	Class Name	Hours
1	PW-SS200	Supervision/Advance I	8
1	PW-SS240	Combatives	2
2	PW-SS200	Supervision/Advance II	8
2	PW-SS240	Combatives	2
3	PW-SS200	Supervision/Advance III	8
3	PW-SS240	Combatives	2
4	PW-SS210	Behavior Analysis I	8
4	PW-SS240	Combatives	2
5	PW-SS210	Behavior Analysis II	8
5	PW-SS240	Combatives	2
6	PW-SS210	Behavior Analysis III	8
6	PW-SS240	Combatives	2
7	PW-SS220	Emergency Vehicle Operator I	8
8	PW-SS220	Emergency Vehicle Operator II	8
9	PW-SS230	Tactical Emergency Casualty Care I	8
10	PW-SS230	Tactical Emergency Casualty Care II	8
11	PW-SS230	Tactical Emergency Casualty Care III	8
12	PW-SS230	Tactical Emergency Casualty Care IV	8
13	PW-SS320	Executive Protection III – Surveillance/ Counter Surv	8
14	PW-SS300	Firearms III – Fundamentals/Shoothouse	8

15	PW-SS300	Firearms IV – Fundamentals/Shoothouse	10
16	PW-SS300	Firearms V – Advanced Flat Range	10
17	PW-SS300	Firearms VI – Advanced Flat Range	8
18	PW-SS300	Firearms VII – Marksmanship Final	8
19	PW-SS300	Firearms VIII - UTM	8
20	PW-SS300	Firearms IX – UTM	8
21	PW-SS310	Executive Protection IV – The Advance	8
22	PW-SS310	Executive Protection V – Contractor Operations	8
23	PW-SS310	Executive Protection VI – Detail Presentations	8
24	PW-SS310	Field Training Exercise 1	8
25	PW-SS240	Combatives Final Prep	8
26	PW-SS240	Combatives Final	8
27	PW-SS320	Final Training Exercise	8
		Total:	**232**

Name of Program	Comprehensive Security Training SOC: 33-9032
Program Description	The Comprehensive Security Training (CST) Course is a 104/3 hours/weeks security course. The CST program is ideal for individuals wishing to break into the static security industry by receiving the training and certificates in numerous high-end security and security related courses. The CST program offers comprehensive executive protection training geared towards employment in security positions such as Residential Protection, Executive Drivers, Asset Protection and information services. CST is offered at both Los Angeles and San Diego Locations This course includes the following courses: ● CA BSIS Guard Card ● CA BSIS Exposed Firearms Permit ● CA BSIS Baton Permit ● Arrest and Control/OC Spray ● Executive Protection Fundamentals ● AHA CPR/AED/First Aid ● Taser ● Professional Behavior and Sexual Harassment ● School Security Guard SB1626 ● Job Placement Training
Graduation Requirements	To graduate, a student must complete cumulative grade of 70.0% or higher and be in good financial standing with PWA.
Certification and Licenses	Students will need to pass respective courses in order to earn the respective permit or license. Please reference the course syllabus for more specifics. ● California Guard Card Permit issued by the BSIS ● California Exposed Firearms Permit issued by BSIS California Baton Permit issued by BSIS ● 'Taser' International Certificate ● American Heart Association (AHA) 2 Year Certification ● PWA Certificate of Completion
Total Clock Hours	104

This is a sample schedule, intended to demonstrate what the program may look like. This schedule is subject to change.

Day	Class	Class Name	Hours
1	PW-CS100	CA BSIS Guard Card	8
2	PW-CS120	CA Exposed Firearms Permit I	8
3	PW-CS101	Arrest and Control	8
4	PW-CS120	CA Exposed Firearms Permit II	8
5	PW-CS107	School Security Agents SB1626 I	12
6	PW-CS107	School Security Agents SB1626 II	12
7	PW-CS110	Executive Protection Fundamentals I	8
8	PW-CS110	Executive Protection Fundamentals II	8
9	PW-CS102	CA BSIS Baton Permit	8
10	PW-CS103	CPR	6
11	PW-CS105	'Taser'	8
11	PW-CS108	Chemical Agents	2
12	PW-CS109	Sexual Harassment Prevention/ Job Placement	8
		Total:	**104**

Name of Program	Cyber Security Operator SOC: 33-9032
Program Description	The Cyber Security Operator is a 328 hours cyber security program. The program is ideal for individuals wishing to break into the cyber security industry by receiving the training and certificates in numerous cyber security and cyber security related courses. This course includes the following classes: ● CompTIA A+ ● CompTIA Network+ ● CompTIA Security+ ● Certified Network Defender (CND) ● Certified Ethical Hacker (C|EH) The Certified Ethical Hacker (CEH) program is the core of the most desired information security training system any information security professional will ever want to be in. The CEH program contains both EC-Council and Comp TIA through Information Security Track which helps students master hacking technologies. You will become a hacker, but an ethical one! As the security mindset in any organization must not be limited to the silos of a certain vendor, technologies or pieces of equipment, this course was designed to provide students with the tools and techniques used by hackers and information security professionals alike to break into an organization. This course will immerse you into the Hacker Mindset so that you will be able to defend against future attacks. It puts you in the driver's seat of a hands-on environment with a systematic ethical hacking process. You will be taught the Five Phases of Ethical Hacking and taught how you can approach your target and succeed at breaking in every time.
Graduation Requirements	To graduate, a student must complete cumulative grade of 70.0% or higher and be in good financial standing with PWA.
Certification and Licenses	Students will need to pass respective courses in order to earn the respective permit or license. Please reference the course syllabus for more specifics. ● Certified Ethical Hacker ● Certified Network Defender ● CompTIA A+ Certificate ● CompTIA Network + Certificate ● CompTIA Security + Certificate
Total Clock Hours	328
Maximum Enrollment per cohort	16

This is a sample schedule, intended to demonstrate what the program may look like. This schedule is subject to change.

Day	Class	Class Description	Lecture Hours
Day 1	PW-CSE100	Install and configure PC system unit components and peripheral devices.	8
Day 2	PW-CSE100	Install, configure, and troubleshoot display, multimedia devices, storage devices, and internal system components.	8
Day 3	PW-CSE100	Explain network infrastructure concepts.	8
Day 4	PW-CSE100	Configure and troubleshoot network connections. Implement client virtualization.	8
Day 5	PW-CSE100	Support and troubleshoot laptops, mobile devices and print devices.	8
Day 6	PW-CSE100	Review	8
Day 7	PW-CSE100	CompTIA Final Core I Exam	8
Day 8	PW-CSE100	CompTIA Final Core II Exam	8
Day 9	PW-CSE200	Design and implement functional networks Configure, manage, and maintain essential network devices.	8
Day 10	PW-CSE200	Use devices such as switches and routers to segment network traffic and create resilient networks	8
Day 11	PW-CSE200	Identify benefits and drawbacks of existing network configurations.	8
Day 12	PW-CSE200	Implement network security, standards, and protocols	8
Day 13	PW-CSE200	Troubleshoot network problems Support the creation of virtualized networks.	8
Day 14	PW-CSE200	Review	8
Day 15	PW-CSE200	*CompTIA Network+ Final Exam*	8
Day 16	PW-CSE300	*Detect various types of compromise and have an understanding of penetration testing and vulnerability scanning concepts*	8

Day 17	PW-CSE300	*Install and configure identity and access services, as well as management controls*	8
Day 18	PW-CSE300	*Install, configure, and deploy network components while assessing and troubleshooting issues to support organizational security*	8
Day 19	PW-CSE300	*Implement and summarize risk management best practices and the business impact*	8
Day 20	PW-CSE300	*Implement secure network architecture concepts and systems design* *Install and configure wireless security settings and implement public key infrastructure*	8
Day 21	PW-CSE300	Review	8
Day 22	PW-CSE300	*CompTIA Security+ Final Exam*	8
Day 23	PW-CSE400	Computer network and defense fundamentals Network security threats, vulnerabilities, and attacks	8
Day 24	PW-CSE400	Network security controls, protocols, and devices Network security policy design and implementation	8
Day 25	PW-CSE400	Physical security Host security	8
Day 26	PW-CSE400	Secure firewall configuration and management Secure IDS configuration and management	8
Day 27	PW-CSE400	Secure VPN configuration and management Wireless network defense	8
Day 28	PW-CSE400	Network traffic monitoring and analysis Network risk and vulnerability management	8
Day 29	PW-CSE400	Data backup and recovery Network incident response and management	8
Day 30	PW-CSE400	Review	8
Day 31	PW-CSE400	Review EC-Council CND Certificate Exam	8
Day 32	PW-CSE500	Introduction to Ethical Hacking Footprinting and Reconnaissance	8

Day 33	PW-CSE500	Scanning Networks Enumeration / Vulnerability Analysis	8
Day 34	PW-CSE500	System Hacking Malware Threats / Sniffing	8
Day 35	PW-CSE500	Social Engineering Denial-of-Service / Session Hijacking	8
Day 36	PW-CSE500	Evading IDS, Firewalls, and Honeypots Hacking Web Servers / Hacking Web Applications	8
Day 37	PW-CSE500	SQL Injection Hacking Wireless Networks	8
Day 38	PW-CSE500	Cloud Computing IoT Hacking	8
Day 39	PW-CSE500	Cryptography Hacking Mobile Platforms	8
Day 40	PW-CSE500	Review	8
Day 41	PW-CSE500	Review EC-Council CEH Certificate Exam	8
		TOTAL:	**328**

Name of Program	Essential Security Training (EST) SOC
Program Description	The Essential Security Training (EST) course is a 9-day security program. The EST program is ideal for individuals wishing to break into the static security industry by receiving basic training and the certifications necessary to qualify for security and security related jobs. This course includes the following courses: ● CA BSIS Guard Card ● CA BSIS Exposed Firearms Permit ● CA BSIS Baton Permit ● Arrest and Control/OC Spray ● AHA CPR/AED/First Aid ● Taser ● SB1626 - School Guard ● Job Placement Training
Graduation Requirements	To graduate, a student must complete cumulative grade of 70.0% or higher and be in good financial standing with PWA.
Certification and Licenses	Students will need to pass respective courses in order to earn the respective permit or license. Please reference the course syllabus for more specifics. ● California Guard Card Permit issued by the BSIS ● California Exposed Firearms Permit issued by BSIS California Baton Permit issued by BSIS ● 'Taser' International Certificate ● American Heart Association (AHA) 2 Year Certification ● ASC Certificate of Completion
Total Clock Hours	80

This is a sample schedule, intended to demonstrate what the program may look like. This schedule is subject to change.

Day	Course	Hours
Day 1	Orientation/ CA BSIS Guard Card - Lecture/Exam	8
Day 2	BSIS Exposed Firearms Permit- Lecture/Exam	8
Day 3	BSIS Exposed Firearms Permit- Practical Application/Qualification	8
Day 4	Arrest and Control - Lecture/Practical Application	8

Day 5	Axon Taser User Certification/ Chemical Agents - Lecture/Exam	8
Day 6	AHA First Aid CPR and AED - Lecture/ Practical App. Exam	8
Day 7	BSIS Baton/ Job Placement Training - Lecture/Practical Application/ Exam/ Resume Building	8
Day 8	SB1626 – School Guard Sections 1,2,3 - Lecture	12
Day 9	SB1626 – School Guard Sections 1,2,3 - Lecture/ Exam	12
		80

Eligibility for Licensure Requirements

Students may work to earn the certifications below. These certifications have additional eligibility requirements that the student will need to meet.

Program Name	Eligibility Requirements
California BSIS Guard Card	- Must be 18 or older - Free from all felony and some misdemeanor convictions - Pass a fingerprint check through the FBI and California DOJ - Pass Written Examination - Check the website: https://www.bsis.ca.gov/
California Exposed Firearms Permit	- Must have a current California Guard Card - Must be 18 or older - Be a United States Citizen or have permanent legal alien status - Free from all Felony and some Misdemeanor convictions

	● Pass a fingerprint check through the FBI and California DOJ ● Pass Written and Range Exams given at the end of the course ● Check the website: https://www.bsis.ca.gov/
California BSIS Baton Permit	● Must have a current California Guard Card or be a Guard Card applicant ● Must be 18 or older ● Free from all Felony and some Misdemeanor convictions (call for misdemeanor disqualifiers) ● Check the website: https://www.bsis.ca.gov/

Instructors

Instructor Name	Years of experience	Education – Degrees, Licenses or Certifications held.	Bio
Steve Burkett	15	NRA Instructor, Licenses BSIS Firearms Instructor #2197 Certified Taser Instructor and BLS Healthcare Provider CPR, NRA Safety Range Officer. CA Post PC832 Arrest and Firearms. DOJ Firearms Safety Instructor. Certified Glock Armorer.	Gun Enthusiast and longtime NRA gun Instructor joined PWA after becoming a Licensed BSIS firearms Instructor and CPR Instructor.
Jacob Lupton	17	Certified 'Taser' Instructor	U.S. Marine Veteran Sergeant, with three deployments and Extensive Operations in the Middle East. Director of Operations. Executive Protection Specialist 10 years with ASC.
Bob Dougherty	25+	BA Economics	Retired from C.I.A.
Mark Treston	21	MA International Relations, Eddy Education (In progress), BA International Relations.	Fifteen years as an instructor and administration in higher education. Teaches job skills/resume writing.
George Rodriguez	15	BSIS Baton Instructor #1842	CST/Five years experience in criminal justice. 10 Security Experience

Benjamin Rosenfeld	10	Instructor	CESS,CST/ 10 years of Executive Protection experience.
Raz Klingoffer	24	Instructor	Advanced Firearms/Former Israeli Navy Seal. Firearms instructor.
Mark Ackenback	5	Instructor POST Certified Firearms Instructor	Advanced Firearms/Three years Firearms instruction experience for LE Agencies
David Paladini	15	Instructor Credentials in BLS CPR, ACLS, and PALS disciplines	TECC/Paramedic with over 15 years' service in a Southern California based 911 systems. 18 years military veteran.
Matthew Cheun	5	Instructor TECC, CPR, Guard Card & Exposed Firearms Permits	CESS/Two years of Executive Protection experience.
Gilbert Mashingaidze	10	Certified EC-Council Instructor (CEI) CompTIA A+ certified CompTIA Network+ certified CompTIA Security+ certified CompTIA IT Fundamentals certified ISO27001	Technical Instructor, IT Auditor, Cyber Security Consultant. Co-Founder of ITTrainer LLC, we provide IT Training, IS Auditing, Cyber Security & IT Services
Michael Avalos	17	CompTIA A+ certified CompTIA Network+ certified CompTIA Security+ certified CompTIA IT Fundamentals certified	4-year Cybersecurity and Systems Administration student at Mira Costa College. Working in IT and Access control and help desks.

Attendance Policy – All Programs

Regular attendance is essential for a successful learning experience, and all students are expected to attend every scheduled class. Instructors will take attendance at both the start and end of each session and students are required to remain in the classroom for the entire duration of the class. If a student needs to leave early, they must inform the instructor beforehand to avoid disrupting the class.

If a student is absent, they must notify the Director of Training with a reason for their absence. To avoid a failing grade for that day, the student must arrange with the Director of Training and the instructor to make up the missed class on a later scheduled date. Given the short duration of each course, full attendance is crucial to ensure students meet all learning objectives and make ups are not often feasible.

Absence

Six absences constitutes a fail grade for the CESS Program.
Five absences constitutes a fail grade for the CPS Program.
Three absences constitutes a fail grade for the CST Program.

Tardiness/Early Departure

Students are permitted up to four instances of tardiness or early departure before it is recorded as an absence. Punctuality is essential to avoid disrupting the instructor, classmates, and lesson.

A student is considered tardy if they arrive more than 10 minutes after the start of class or leave within the last 10 minutes of class. Arriving more than one hour late will result in being marked absent for the day.

Four instances of tardiness or early departure without a valid excuse will count as one absence, and students are responsible for any missed material. Repeated tardiness may result in dismissal from the school.

Probation

The courses offered by this institution are of a very short duration. No academic probation is granted. Students are expected to attend all classes. Students who do not maintain a passing status are subject to dismissal at the discretion of the Director of Training.

Repetition Policy

Students are allowed one repeat of one class. The ability to retake the class is subject to the instructors' recommendations and to availability of space in classrooms. The grade earned from a repeated class will replace the original grade and become the final grade of the student's record.

Suspension or Termination Policy

PWA reserves the right to suspend, expel or terminate any student whose attendance, academic, or personal behavior does not comply with the school standards, regulations, and rules.

Leaves of Absence

The courses offered by this institution are of a very short duration. Therefore, no Leaves of Absence are offered.

Appeals and Complaint Procedures

Students are encouraged to address questions or concerns promptly by following the steps outlined below. Resolving issues informally is the preferred first step, with a formal resolution process available if further action is needed.

Informal Resolution Process

The informal resolution process involves direct communication to encourage understanding and resolution. Students with concerns should follow these steps:

1. Discuss with Your Instructor:
    - Speak directly with your instructor about your concern. The instructor will document their efforts to address the issue.
    - This step provides an opportunity for clarification and immediate resolution.
2. Consult the Director of Training:
    - If speaking with your instructor does not resolve the issue, consult the Director of Training.
    - The Director will record all actions taken to address the concern and, if needed, decide whether to convene a committee to further review the matter.

Efforts should focus on resolving concerns informally. The goal is to achieve a resolution within fifteen (15) days from the date the concern was initially raised. If additional assistance is needed, the Director of Training will continue to work with the student to reach a resolution, with a total timeframe for informal resolution not exceeding thirty (30) days from the documented appeal or complaint.

Formal Resolution Process

If a satisfactory outcome is not reached through the informal process, the student may proceed with a formal resolution by following these steps:

1. Submit a Written Appeal or Complaint:
    - Within seven (7) calendar days of the conclusion of the informal process, the student must submit a formal written appeal or complaint to the Chief Academic Officer (CAO).
    - This statement should include:
        - A detailed description of the issue
        - All parties involved
        - Any consequences experienced due to the issue
        - The corrective action the student seeks
2. Review and Decision by Committee:
    - The CAO will form a review committee within fifteen (15) days of receiving the appeal or complaint. This committee will evaluate the case and make a decision.
    - Each appeal or complaint is reviewed individually, based on its own merits.
    - The committee's decision is final and binding unless new, relevant information, unavailable at the time of the initial review, arises.

All committee decisions remain valid for one year from the date rendered. The goal of these processes is to provide fair, timely, and thorough resolutions for student concerns, supporting a positive educational environment.

If you seek to file a complaint against an ACCET-accredited institution, please review ACCET's complaint policy as described in ACCET Document 49 and ACCET Document 49.1, and then submit your complaint and supporting documentation using the online Complaint Submission Form.

Students may also contact the State of California's Bureau for Private Postsecondary Education.

Tuition & Fees

All fees are subject to change without notice.

Program Name	Tuition	Supplies & Materials	Other Fees	STRF	Total Program Charges	Estimate Schedule of Charges
Certified Executive Security Specialist (CESS)	$9,940	$4,800	$1,060	$0	$15,800	Due on the first day of class
Certified Protection Specialists (CPS)	$7,890	$2,557	$700	$0	$11,147	Due on the first day of class
Comprehensive Security Training (CST)	$3,346.20	$435.80	$348	$0	$4,130	Due on the first day of class
Cyber Security Operator (CSO)	$10,243	$400	$2,304	$0	$12,947	Due on the first day of class
Essential Security Training (EST)	1,804	$215	$451	$0	$2,470	Due on the first day of class

Payment Method
PWA accepts cash, cashiers checks, most major credit cards, and third-party payments such as WIOA. Payment can be received directly from students, through courier, or over the phone if a credit card authorization form is completed. Payments must be made in full at the due date.. Students are explicitly required to pay the outstanding balance no later than 180 days from the end of the term, quarter, semester, or enrollment period whichever is later. Should payment not be received by the designated date, certificates may be withheld.

Policies and Procedures Regarding Financial Assistance
PWA participates in Federal financial aid programs through the Workforce Invest Act (WIA). Funding for training at PWA is provided for those who qualify (see below) through the Workforce centers in Los Angeles and San Diego Counties. If a student is referred by an agency that provides a grant for education, the student is not required to repay the grant per the agency's guideline (This includes local WIA, Insurance Companies and Department of Labor grants and other payments for education). If a student obtains a loan or receives financial aid to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

Veterans Employment and Training Service (VETS) is available to provide veterans and transitioning service members with the resources and services to succeed in the 21st century. VETS serve America's veterans and separating service members by preparing them for meaningful careers, providing employment resources and expertise, and protecting their employment rights. The funds are NOT associated with the GI Bill®. For further information about VETS, please contact Mark Treston, the Chief Academic Officer at (818) 906-3754 or visit the VETS website directly at:
http://www.dol.gov/vets/

Workforce Investment Act – Adults/Youth/Veterans and Dislocated Workers Program
PWA is an approved training provider for the Workforce Investment Act. The Adult and Dislocated Worker Program, under Title I of the Workforce Investment Act of 1998, is designed to provide quality employment and training services to assist eligible individuals in finding and qualifying for meaningful employment, and to help employers find the skilled workers they need to compete and succeed in business. All adults, 18 years and older, are eligible for core services. However, priority is given to Veterans, dislocated workers and individuals who are unemployed.
Please contact Mark Treston, the Chief Academic officer at (818) 906-3754 or by email at info@pwa.edu

For further information visit http://www.sbwib.org/ or register on Cal Jobs at:
https://www.caljobs.ca.gov/vosnet/Default.aspx?plang=E

Loan Repayment/Delinquent Tuition

If a student obtains a private education loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds. Student must be in good financial standing with PWA prior to graduation.

Financial Stability – Bankruptcy History

This institution has not had a pending petition in bankruptcy, is not operating as a debtor in possession and has not filed a bankruptcy petition within the last five years. It has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under chapter 11 of the United States Bankruptcy Code.

Placement Assistance Services

Pacific West Academy is committed to placing our students in qualified security careers. We offer placement assistance both in house and with our security partners. All PWA students are instructed on how to write resumes, hold interviews and perform key duties as security professionals. During the training,

Pacific West Academy invites security companies to recruit and speak to the students about the job opportunities and benefits of each company.

Prior to graduation, students review their job prospects with the PWA staff, at which time the staff assists with placement by calling companies they have shown interest in.

Students fill out a questionnaire on the jobs they would like to apply for based on their home of record and ability to travel.

Pacific West Academy does not **guarantee** employment.

While PWA provides training and certification to prepare students for security related positions, each employer is unique. Employers from different geological locations and demographics may require additional training or certifications to receive employment within their organizations. Should a student encounter this scenario, as part of PWA's employment assistance, staff will aid the student in identifying and scheduling the necessary courses for employment.

STRF Disclosures

76215. Student Tuition Recovery Fund Disclosures

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:
1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all of part of your tuition either by cash, guaranteed student loans, or personal loans,
and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education,1747 N. Market Blvd. Ste 225 Sacramento, CA 95834 (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the

institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.

4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess license of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment if either of the following applies:
1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid STRF assessment, and suffered an economic loss as a result of any of the following:
1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or the Division within 30-days before the school closed or, if the material failure began earlier than 30-days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act. *However, no claim can be paid to any student without a social security number or a taxpayer identification number.*

Transferability of Credits Earned at Our Institution

The transfer of credits or certificates earned at Pacific West Academy is at the discretion of the institution you may wish to transfer to. If your certificate is not accepted, you may need to repeat some or all coursework at that institution. To ensure this program aligns with your goals, consider contacting prospective transfer institutions in advance to confirm acceptance of your credits or certificate.

Dates of Validity for This Catalog

January 1, 2025 through December 31, 2025

25-6   Financial Assistance

PWA is an approved training provider for the Workforce Investment Opportunity Act (WIOA). The Adult and Dislocated Worker Program, under Title I of the Workforce Investment Act of 1998, is designed to provide quality employment and training services to assist eligible individuals in finding and qualifying for meaningful employment, and to help employers find the skilled workers they need to compete and succeed in business.

Military Aid Programs
There are several military aid programs designed specifically to assist service members and their dependents with education expenses – most administered by the U.S. Department of Veterans Affairs in conjunction with the various branches of the armed services. These military aid programs, along with traditional sources of federal and state student aid, can cover up to 100% of tuition and eligible education-related expenses, thereby helping veterans, active-duty service members and their dependents achieve their higher education goals.

To learn more about these military aid programs, visit www.benefits.va.gov

Military Tuition Assistance Top-Up
To be eligible you must be approved by your branch of the military and be eligible for Montgomery GI Bill®™ Active Duty benefits. The amount is the same as the amount received through the Montgomery Bill but cannot exceed the cost of the course. If you are receiving a Tuition Assistance award, your Montgomery GI Bill®™ benefit will be reduced. See your Veterans services officer and submit a VA form 22-1990 (http://www.va.gov/vaforms/form_detail.asp?FormNo=22-1990) to your VA Regional Processing Office. For more information, please visit http://www.benefits.va.gov/gibill/.

Montgomery GI Bill® and other VA Programs
http://www.benefits.va.gov/gibill/ is an excellent source for Veteran's information. You can easily navigate the site to find information regarding the various VA programs.

Post-9/11 GI™ (CHAPTER 33)
To qualify for the Post-911 GI Bill®™ you must have at least 90 days of aggregate service after September 10, 2001 or honorably discharged with a service-connected disability after 30 continuous days

following September 10, 2001. Visit http://www.benefits.va.gov/gibill/post911_gibill.asp for additional information about the Post-911 program.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at https://www.benefits.va.gov/gibill.

Satisfactory Academic Progress

Grading Policy

Student achievement is evaluated on a 0–100% scale, with a minimum cumulative grade of 70% required to maintain satisfactory academic progress and to graduate. Grades are recorded daily and are available for students to monitor and review on Google Classroom. Students receive formal grade updates at the midpoint and end of the course.

If a student's grade falls below 70% at any point, their instructor will provide a verbal notification. Students whose grades remain below 70% by the program's midpoint will receive a written notice from the Director of Training, indicating they must improve their grade to 70% or higher by the 75% completion mark to remain eligible to graduate. Due to the program's short length, students not meeting satisfactory progress requirements will meet with the Director of Training at the halfway point and weekly thereafter. If a student still has not achieved a 70% grade by the 75% mark, they will be dismissed from the program for unsatisfactory performance.

Maximum and Minimum Timeframe:
All programs must be completed within 150% the originally contracted length of time. Students that complete the program in good standing will be considered a graduate of Pacific West Academy..

Description of the Facilities & Type of Equipment Used for Instruction

The main campus is located at 16117 Covello Street in the city of Van Nuys, CA 91406. The training facilities are located next door to our corporate offices in a two-story building. Parking for the students and staff is located both on our premises and on the street. The school is approximately 3,000 square feet in size. The training facilities are designed for both theory and practical classes. We use an outdoor shooting range for weapons training.
The San Diego Branch is located at 3333 Midway Ave, San Diego CA 92110

Course Name	Equipment	Equipment to Student Ratio
CPR – First Aid – AED (Defibrillator)	Adult CPR Practice Dummies	1:1
	Child CPR Practice Dummies	1:1
	Infant CPR Practice Dummies	1:1
	Defibrillator	1:4
	Sanitation Masks	1:1
	Supplemental Instructional Videos	---

	Power Point Presentation	---
	Projector / Screen	---
	Student Desks/Chairs	1:1
	Heartsaver DVD Set	---
	Heartsaver First Aid CPR AED Instructor Manual with Lesson Maps and Instructor CD	---
	Heartsaver First Aid CPR AED Student Workbook with Heartsaver First Aid Quick Reference Guide	1:1
	Heartsaver CPR AED Adult, Child & Infant Reminder Card	1:1
	Instructor Computer	---
Job Placement Training/ Sexual Harassment Prevention Course	Power Point Presentation	---
	Instructor Computer	---
	Course Syllabus/Curriculum	---
	Book – BLR's California Guide to Preventing Sexual Harassment Prevention	1:1
	Supplemental Instructional Videos	---
	Exam Materials	1:1
	Student Desks/Chairs	1:1
	Student Computers	1:1
California Guard Card Certification	Course Syllabus/Curriculum	---
	Exam Materials	1:1
	Supplemental Instructional Videos	---
	Power Point Presentation	---
	Projector / Screen	---
	Handcuffs	1:2
	Student Desks/ Chairs	1:1
	Instructor computer	---
California Exposed Firearms (FA 1&2)	Course Syllabus/Curriculum	---
	Instructor Computer	---
	Exam materials	1:1
	Supplemental Instructional Videos	---
	Power Point Presentation	---
	Projector / Screen	---
	Firearm Safety Posters	---
	Firearms (PWA will provide unless student has their own firearm they wish to use)	1:1
	Ammunition	100rnds:1
	Safety Glasses	1:1
	Hearing Protection	1:1
	Emergency trauma Kit	1:16
	Qualification targets	1:1
	Firearm Holsters	1:1
	Magazine Holsters	1:1
	Firearm Magazines	2:1
	Dummy Firearms	1:2
	Simulator	---
	Simulator Firearm	1:16

	Shooting Range (PWA rents range time from a local range)	---
Taser Training/ OC Spray	Projector/Screen Instructor Computer Course Syllabus/Curriculum PowerPoint Presentation Exam Materials Student Desks/Chairs Simulator Simulator X26 Taser Simulator Pepper Spray X26 Taser and Training Cartridges C2 Taser and Training Cartridges Practice Pepper Spray Canisters (water)	--- --- --- --- 1:1 1:1 --- 1:16 1:16 1:1 1:1 1:4
California Baton	Course Syllabus/Curriculum Exam materials Supplemental Instructional Videos Power Point Presentation Projector / Screen Baton Padded Baton Strike Pads Student Desks/Chairs	--- 1:1 --- --- --- 1:8 1:16 1:8 1:1
Tactical Emergency Casualty Care CESS/CPS Only	Adultmanikins SanitationMasks SupplementalInstructionalVideos Power Point Presentations Projector / Screen Training Videos Fully loaded medical aid bag Emergency Application Tourniquets Airway Simulator Nasopharyngeal Airway Surgical lubricant Needle decompression simulator Emergency Ready Clamps	1:1 1:1 --- --- --- --- 1:16 1:1 1:1 1:1 1:1 1:1 1:1
Executive Protection Fundamentals (EP 1&2)	Power Point Presentation Instructor Computer Projector / Screen Course Syllabus/Curriculum Supplemental Instructional Videos Student Desks/Chairs Demonstration Vehicle Simulator Simulator Firearm Simulator X26 Taser	--- --- --- --- --- 1:1 1:16 --- 1:16 1:16

Advanced Executive Protection (EP 3-6) CESS/CPS Only	Course Syllabus/Curriculum	---
	Firearms	1:1
	Safety Glasses	1:1
	Hearing Protection	1:1
	Emergency Trauma Kit	1:16
	Shooting targets	1:1
	Ammunition	300rnds:1
	Shooting Range	---
	Firearm Holster	1:1
	Magazine Holster	2:1
	Firearm Magazines	4:1
	Dummy Firearms	1:2
	Orange Barrel Block Safety Rods	1:1
	Mock Building – materials	---
	Range Trailer	1:16
	Knee pads	1:1
	Company Vehicle	1:16
	Executive Protection vehicles	3:16
Advanced Handgun Shooting Tactics (FA 3-7) CESS/CPS Only	Course Syllabus/Curriculum	---
	Firearms	1:1
	Safety Glasses	1:1
	Hearing Protection	1:1
	Emergency Trauma Kit	1:16
	Shooting targets	1:1
	Ammunition	600rnds:1
	Shooting Range	---
	Firearm Holster	1:1
	Magazine Holster	2:1
	Firearm Magazines	4:1
	Dummy Firearms	1:2
	Orange Barrel Block Safety Rods	1:1
	Mock Building – materials	---
	Range Trailer	1:16
	Knee pads	1:1
	Company Vehicle	1:16
School Security Guard SB 1626	Power Point Presentation	---
	Supplemental Instructional Videos	---
	Exam Materials	1:1
	Projector / Screen	---
	Course Syllabus/Curriculum	---
	Student Desks/ Chairs	1:1
	Simulator	---
	Simulator Firearm	1:16
	Instructor Computer	---
Behavior Analysis CESS/CPS Only	Course Syllabus/Curriculum	---
	Exam Materials	1:1
	Supplemental Instructional Videos	---
	Power Point Presentation	---

	Projector / Screen	---
	Instructor Computer	---
Arrest and Control	Course Syllabus/Curriculum	---
	Supplemental Instructional Videos	---
	Power Point Presentation	---
	Projector / Screen	---
	Handcuffs	1:2
	Student Desks/ Chairs	1:1
	Instructor Computer	---
Supervisor Skills CESS/CPS Only	Course Syllabus/Curriculum	---
	Training software (Word, Excel, PowerPoint)	1:1
	Exams software (word, Excel, PowerPoint)	1:1
	Instructor Computer	---
	Student Computers	1:1
	Planning Materials	---
	Projector/Screen	---
Vehicle Dynamics/ EVOC CESS/CPS Only	Projector/Screen	---
	Instructor Computer	---
	Course Syllabus/Curriculum	---
	PowerPoint Presentation	---
	Student Desks/Chairs	1:1
	Vehicles	1:3
	Vehicle for Tire Changes only	1:16
	Supplemental Instructional Videos	---
Surveillance/ Counter-Surveillance CESS/CPS Only	Projector/Screen	---
	Instructor Computer	---
	Course Syllabus/Curriculum	---
	PowerPoint Presentation	---
	Student Desks/Chairs	1:1
	Supplemental Instructional Videos	---
	Costume Materials	---

Library Resources

Pacific West Academy does not possess a traditional library. There is a resources room where students and instructors can borrow or use equipment.

Student Services Policy

Pacific West Academy is committed to supporting students in achieving their academic goals. To ensure a positive learning experience, the following student services are available:

- Academic Assistance: Students can email academics@pwa.edu at any time with questions or for academic assistance. Our team is here to help address your needs and respond promptly to support your success.

- Student Support Staff: Student support staff are available to help resolve any issues that may arise during your time at Pacific West Academy. They are accessible for guidance, resources, and referrals to ensure a smooth academic journey.
- Performance Monitoring and Intervention: The Director of Training regularly monitors student grades, attendance, and performance. If a student is at risk of not meeting program standards, the Director of Training will offer intervention services to help the student get back on track.
- Additional Services: Pacific West Academy does not provide meals, transportation, or mental health services. Students are encouraged to make personal arrangements for these needs and may reach out to student support staff for local resource referrals if needed.

Student Lodging Assistance

Pacific West Academy does not provide dormitory housing. However, lodging assistance is available for students enrolled in the CESS and CPS programs, based on availability and the following criteria:

- Distance from the student's home to the training facility (must be 60 miles or more)
- Availability of transportation

For students who need nearby accommodations, several apartment options are located within a five-mile radius of the school. While formal housing arrangements are generally unnecessary for students in short-term programs, this information is provided to meet education code requirements.

Student Records and Transcripts

Student records for all students are kept for five years. Transcripts are kept permanently. Students may inspect and review their educational records. To do so, a student should submit a written request identifying the specific information to be reviewed. Should a student find, upon review, that records that are inaccurate or misleading, the student may request that errors be corrected. In the event that a difference of opinion exists regarding the existence of errors, a student may ask that a meeting be held to resolve the matter. Each student's file will contain student's records, including a transcript of grades earned. The first copy of the official transcript is provided at no charge. Subsequent copies are available upon advance payment of the transcript fee of $25.00 for two copies. Transcripts will only be released to the student upon receipt of a written request bearing the student's live signature. No certifications will be issued until all tuition and other fees due the institution is paid current.

Privacy Act

It is this institution's intent to carefully follow the rules applicable under the Family Education Rights and Privacy Act (FERPA). It is our intent to protect the privacy of a student's financial, academic and other school records. We will not release such information to any individual without having first received the student's written request to do so, or unless otherwise required by law.

Student Conduct

Students are expected to behave professionally and respectfully at all times. Students are subject to dismissal for any inappropriate or unethical conduct or for any act of academic dishonesty. Students are

expected to dress and act accordingly while attending this institution. At the discretion of the school administration a student may be dismissed from school for reasons including, but not limited to:

- Coming to class in an intoxicated or drugged state.
- Possession of drugs or alcohol on campus.
- Unauthorized possession of a weapon on campus.
- Behavior creating a safety hazard to another person(s).
- Disobedient or disrespectful behavior to other students, an administrator or instructor.
- Stealing or damaging the property of another.

Any students found to have engaged in such conduct will be asked to leave the premises immediately. Disciplinary action will be determined by the Director of Training of this institution and such determination will be made within 10 days after meeting with both the chair of the department in which the student is enrolled and the student in question.

Nondiscrimination Policy

This institution is committed to providing equal opportunities to all applicants to programs and to all applicants for employment. Therefore, no discrimination shall occur in any program or activity of this institution, including activities related to the solicitation of students or employees on the basis of race, color, religion, religious beliefs, national origin, sex, sexual orientation, marital status, pregnancy, age, disability, veteran's status, or any other classification that precludes a person from consideration as an individual. Please direct any inquiries regarding this policy, if any, to the Director of Human Resources who is assigned the responsibility for assuring that this policy is followed.

Academic Freedom

Pacific West Academy is committed to assuring full academic freedom to all instructors. Confident in the qualifications and expertise of its instructors members, the college encourages its instructors members to exercise their individual judgments regarding the content of the assigned courses, organization of topics and instructional methods, providing only that these judgments are made within the context of the course descriptions as currently published, and providing that the instructional methods are those official sanctioned by the institution, methods for which the institution has received oversight approval.

Pacific West Academy encourages instructors and students to engage in discussion and dialog. Students and instructors members alike are encouraged to freely express views, however controversial, as long as they believe it would advance understanding in their specialized discipline or sub-disciplines.

Self-Monitoring Policy

PWA's administration, staff and instructors work on all matters of school business, student affairs, curriculum, course offerings and content. . Student evaluations of each program are held prior to the completion of the program. The evaluations are of the school's services, curriculum, instructors and student outcomes. The primary purpose is to ensure that the institution is maintaining all requirements determined by the BPPE, maintaining all ethical standards mandated by the management of the institution, and ensuring that the institution remains student-centered in all areas. The Director of Training regularly updates the school materials and resources based on the recommendations from staff, advisory board and instructors at the quarterly policy meeting. The instructors at this institution implement

technology and are trained to use it in their classes. Staff attend BPPE and or regulatory workshops on an annual basis. Files are internally audited on a monthly basis by the CAO and Director of Administration.

Sexual Harassment Prevention

This institution is committed to providing a work environment that is free of discrimination, intimidation and harassment. In keeping with this commitment, we believe that it is necessary to affirmatively address this subject and express our strong disapproval of Sexual Harassment Prevention. No one associated with this institution may engage in verbal abuse of a sexual nature; use sexually degrading or graphic words to describe an individual or an individual's body; or display sexually suggestive objects or pictures at any facility or other venue associated with this institution. Students are responsible for conducting themselves in a manner consistent with the spirit and intent of this policy.

English as a Second Language Instruction

This institution does not provide ESL instruction. PWA has a bilingual Spanish and English-speaking staff member for those requesting additional information or need assistance in Spanish.

Distance Education

PWA does not offer any instruction through distance education.

Academic Calendar

An updated academic calendar is available on Pacific West Academy's Website: www.pwa.edu

Observed Holidays (No Classes)
- New Year's Day
- Martin Luther King Day
- Presidents Day
- Memorial Day
- Independence Day
- Labor Day
- Veterans Day
- Thanksgiving Day
- Christmas Day

Conditions for Reentrance
GI Bill® Students: If the Director of Training determines that the conditions which caused the interruption to have been rectified, the student will be eligible to receive benefits.

Copy Infringement Policy
PWA enforces all copyright laws regarding the use of textbooks and all other copyrighted matter. Any fraudulent use of the materials could result in expulsion from the school.

Questions

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd. Ste 225 Sacramento, CA 95834, www.bppe.ca.gov., toll free telephone number (888) 370-7589 or by fax (916) 263-1897

End of Document

Veteran Addendum and Information Bulletin Acknowledgement

Credit Evaluation Policy

Students receiving veterans benefits <u>must</u> have all prior education and training evaluated upon enrollment. Credit will be awarded where applicable with the program being shortened accordingly. Transcripts and evidence of evaluation will be kept in the veteran file.

Progress Policy:

Progress will be monitored at the end of each evaluation period (week) for all students receiving veterans benefits. If at the end of any given evaluation period the student's grade falls below 70%, or if attendance falls below 70% of scheduled program hours, the student will be placed on probation for the following evaluation period. If by the end of the probation period the student's grade is not raised to 70%, or overall attendance is not raised to at least 70% of scheduled hours, the Veterans Administration will be notified, and benefits will be interrupted.

Conditions for Reentrance:

If the director determines that the conditions which caused the interruption have been rectified, the student will be eligible for readmittance.

Active duty Servicemembers, Reservists, and members of National Guard made temporarily unavailable due to service requirements can be readmitted or have accommodations made to make up missed classes. If PWA is provided paperwork confirming the student's obligations, coursework can be scheduled for completion at a later date.

Maximum Timeframe:

All programs must be completed within the originally contracted length of time.

Refund Policy:

The refund of the unused portion of tuition, fees, and other charges for veterans or eligible persons who fail to enter a course, withdraw or discontinue prior to completion, will be made for all amounts paid which exceed the approximate pro rata portion of the total charges that the length of the completed portion bears to the total length of the course The proration will be determined on the ratio of days or hours of instruction completed to the total number of instruction al days or hours in the course.
The maximum non-refundable registration fee for veterans is $10.00.

Information for students Using Post-9/11 G.I. Bill® (CH33) or Vocational Rehabilitation and Employment benefits (CH31)

A student using Post-9/11 G.I. Bill® (CH33) or Vocational Rehabilitation and Employment benefits (CH31) will be allowed to enroll in and attend courses and access campus facilities while the campus awaits payment for tuition and fees from the VA. While awaiting receipt of funds from the VA, **Pacific West Academy** will not impose any penalty, charge late fees or require an eligible student to borrow additional funds to cover tuition or fees. This waiting period begins the date the student provides appropriate documentation and continues either until funds are received from the VA or until 90 days after the School Certifying Official has certified the student's enrollment for tuition and fees.

To demonstrate current eligibility and intent to use Chapter 33 or 31 benefits, a student must provide the following documents:
- Certificate of Eligibility (COE) or Education Enrollment Status form (printed from the VA website).
- A written request to use either Post 9/11 G.I. Bill benefits or VA Vocational Rehabilitation or; and
- All additional information requested by the School Certifying Official to properly certify enrollment to the VA.

For more information regarding this policy, contact your School Certifying Official, Andrea Monrroy at:
Andrea.m@pwa.edu or 818-906-3754

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at:
https://www.benefits.va.gov/gibill.

I have received a copy of the Veterans Information Bulletin that contains the rules, regulations, course completion, requirements and costs for the specific course in which I have enrolled.

Print Name: _____

Signature: _____

Social Security: _____

Enrolled By: _____

Date: _____