

# *Sun<sup>TM</sup> Academic Initiative*

## Program Guide



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# Sun™ Academic Initiative

## Program Guide

### 1 Introduction

#### 1.1 Scope

This Sun Academic Initiative Program Guide describes program parameters for Sun Academic Institutions; it explains the Sun Academic Initiative program in detail. Terms used but not defined in this Program Guide have the definitions given them in the Sun Microsystems Customer Agreement (including its Exhibits), as referenced below.

Sun will periodically update this Program Guide to reflect program changes and enhancements.

#### 1.2 Overview

The Sun Academic Initiative is an important component of Sun education programs. The academic institutions that agree to participate in the Sun Academic Initiative fulfill an important role in providing Sun education worldwide. These academic institutions operate as business alliances of Sun with an objective of delivering educational services to their students.

The Sun Academic Initiative program is designed to introduce students to Sun technologies and equip them with skills in their chosen fields of study. Sun will provide selected academic institutions with course materials developed by Sun for this purpose. By instituting this program, Sun seeks to create a collaborative relationship with academic institutions whereby they may provide a new area of study to their students and Sun may introduce Sun technologies to the next generation of users.

#### 1.3 Program Goals

The Sun Academic Initiative has been developed to introduce students to Sun technologies. It enhances students' experiences by:

- Providing students access to:
  - The latest Sun technologies
  - High quality instruction and curriculum
  - Course paths that lead to certification
  - Courses that can be integrated into degree programs
  - Web course access with content that supports the faculty led learning environment

The Sun Academic Initiative provides faculty with services and tools to support delivering a quality learning experience for students by:

- Providing faculty with:
  - Access to web based courses for use in class preparation and class presentation

- Access to a secure web site with course set-up guides and lab files
- Authorization to purchase course materials directly from Sun's print vendor.

## Sun Academic Initiative Value Proposition

Student	Sun	Sun Field	SAI Institutions
Worldwide access to high quality educational services, providing experience with Sun technologies.	Introduction to a new generation of users. Enables students to learn about Sun and opportunities to use Sun technologies.	Builds relationships with academic institutions and students. Extends reach to new audiences.	Receive support from Sun to enable inclusion of Sun technologies in their curricula, providing routes to Sun certifications.

### 1.4 Financial Overview

Each Sun Academic Institution (“SAI”) is responsible for registering and invoicing students, and for acquiring Training Materials from Authorized Distributors. Sun does not charge the SAI for use of the Training Materials.

### 1.5 Other Documents

Additional information is contained in the following documents:

- *Sun Microsystems Customer Agreement*
- *Sun Academic Initiative Training Exhibit, including its Attachments, which is an Exhibit to the Sun Customer Agreement*
- *Logo License Agreement*

## 2 Application Process

### 2.1 Overview

When evaluating a candidate for participation in the Sun Academic Initiative, Sun looks for an established, independent, accredited teaching organization with good facilities and experienced technical trainers. The Sun Academic Initiative application process is described in this Section 2 and leads to approval of the institution as an SAI.

Sun reserves the right to accept or deny any application based on Sun's needs and its strategic direction.

### 2.2 Selection Criteria

Sun analyzes potential SAI candidates according to specific criteria, including:

- The potential SAI is a non profit entity

- Accreditation and/or other public authorization or recognition

### **2.3 Application Steps**

Once an academic institution is recognized by Sun as a potential SAI, the approval process includes these steps:

1. The academic institution submits an online application - see 2.4. The online application also serves as the legal agreement between Sun and the SAI for use of the web based training. If the SAI candidate is interested in the instructor led portion of the program the SAI also completes the agreements called out in step 3 below.
2. Sun management reviews the application and approves or rejects it. If approved the SAI is scheduled for addition to the online portion of the program and a welcome email containing a welcome letter and online registration instructions is prepared and sent to the SAI by the program administrator. If rejected the a rejection email is prepared and sent by the program administrator
3. If the academic institution is interested in delivering instructor led courses, as indicated in its application, the academic institution is directed to the Sun Microsystems Customer Agreement (including Exhibits) and the Logo License Agreement – see url in 2.4 from which the academic institution can download the Agreements.
4. The academic institution signs two copies of each Agreement and sends them back to Sun for signature. If the application and Agreements are acceptable to Sun, Sun signs the Agreements and then sends an executed copy of each to the academic institution. Upon receipt by the academic institution of the signed Agreements, the academic institution will be considered to be a Sun Academic Institution or “SAI”.

### **2.4 Application Form and Instructor Led Agreements**

Each SAI candidate must submit a completed online application form to Sun. An application is entered online at the Sun Academic Initiative web site:

<http://www.sun.com/products-n-solutions/edu/programs/sai/>

Also located at this site are the instructor led course agreements.

### **2.5 Certain SAI Obligations and Termination**

In addition to any other obligations or responsibilities described in the Program Guide or the Agreements, each SAI must comply with the following obligations and prohibitions. The SAI's failure to comply will be considered a material violation of the Agreements giving Sun the right to terminate them for cause.

- The SAI may only use Authorized Faculty to teach an Authorized Courses.
- The SAI may not offer to teach Sun course(s) that the SAI is not authorized to teach.
- The SAI must not misrepresent the Training Materials.

- The SAI must provide each Authorized Student with (or otherwise ensure he or she receives) an original, new course manual for each Authorized Course for which the Authorized Student is registered.
- The SAI must provide Training of high quality. The SAI will be deemed to have failed in this obligation if Sun receives a significant number (as determined by Sun in its reasonable discretion) of verbal or written complaints about the SAI's Training from the SAI's Authorized Students.
- The SAI must not misuse of Sun's SAI Authorized Logos.
- The SAI must not disclose Sun's Confidential Information to unauthorized personnel, customers or others contrary to the requirements of the Agreements

The items noted above are not an exhaustive list of potential material breaches from which termination may result.

Further information regarding termination is set forth in the Agreements, which should be consulted.

### **3 Course Curriculum**

#### **3.1 Overview**

Each SAI is authorized to teach Authorized Courses selected by Sun from the portfolio of courses developed by Sun, as notified to the SAI by Sun from time to time. To teach an Authorized Course, the SAI may only use Authorized Faculty as determined by the SAI and must have the necessary equipment located in (or accessible from) the classroom in which the Authorized Course will be taught. Sun will inform the SAI of the particular equipment that is necessary for each Authorized Course.

Sun reserves the right to limit and modify at any time the SAI's available course curriculum.

#### **3.2 Curriculum**

Sun will determine the Sun courses available to the SAI. The Authorized Courses that the SAI may offer, as such may be modified by Sun in its discretion from time to time, are accessible at the program web site: <http://www.sun.com/products-n-solutions/edu/programs/sai/> . THE SAI **ILT MAY NOT OFFER OR REQUIRE MORE THAN A MAXIMUM OF 12 HOURS COMBINED LECTURE AND LAB TIME PER WEEK PER AUTHORIZED COURSE.**

#### **3.3 Curriculum Updates**

Sun reserves the right at its sole discretion and without incurring any liability to modify Training Materials or discontinue their development, distribution, or support.

As software is updated, Training Materials may be changed to match the new environment. Sun will make updated Training Materials available to the SAI.

#### **3.4 Course Descriptions**

Full descriptions of Sun courses can be found in the Sun course catalog or on the World Wide Web at: <http://suned.sun.com/USA/catalog/courses/indexbyid.html>. The course descriptions typically consist of:

- Short description
- Prerequisites
- Duration
- Course objectives

Course descriptions will be supplied to each SAI as plain ASCII text files when reasonably possible.

### **3.5 Removing Courses**

If an SAI decides that it will no longer offer a course, the SAI must notify the Sun Authorized SAI Representative or his/her designee at least 30 days before removing a course from its list of offerings.

Sun will remove obsolete courses from the curriculum.

### **3.6 Self-Paced Courses**

As participants in the Sun Academic Initiative, SAIs may provide Authorized Students and faculty and staff affiliated with the SAI with free access to selected online courses through the Sun Learning Center (SLC), Sun's online training system.

For a listing of the free online courses visit:

<http://www.sun.com/products-n-solutins/edu/programs/sai/>

## **4 Authorized Faculty**

Each SAI will, in its discretion, appoint and authorize qualified faculty from among its faculty membership to teach the Authorized Courses. Authorized Faculty (or the SAI on behalf of the faculty) may purchase the Instructor Guide from an Authorized Distributor for each Authorized Course he/she is becoming authorized to teach. The Instructor Guide provides instructor notes for teaching the course.

Additionally, Sun will email each SAI instructions on how to access through the SLC on-line versions of the Authorized Courses. The SAI may provide these access instructions to Authorized Faculty. SLC on-line courses and the Instructor Guide may be used by Authorized Faculty as preparation tools and additional teaching materials.

## **5 Operations**

### **5.1 Overview**

This section explains the operational aspects of the Sun Academic Initiative program and certain of the responsibilities of Sun and each SAI.

### **5.2 Sun Provisions**

Sun will provide:

- Sun Academic Initiative program management

- High quality course materials and the on-going development of new courses and course updates

### **5.3 SAI Provisions**

Each SAI will provide:

- The training facilities equipped with hardware, software, and standard audio-visual equipment for instructional use as needed for each Authorized Course offered by the SAI.
- Training using the applicable Training Materials taught by SAI Authorized Faculty
- Course catalog production and distribution
- Student registration and billing

### **5.4 Sun Trademarks**

The SAI may refer to Sun Academic Initiative Training by the associated SAI Authorized Logos, provided that such reference is not misleading and complies with the Sun Trademark and Logo Usage Requirements and Logo License Agreement for the Sun Academic Initiative.

### **5.5 Advertising**

Any advertising must comply with Sun corporate guidelines and the Sun Trademark and Logo Usage Requirements.

### **5.6 Support**

The Sun Academic Program Management team handles all support issues for the SAI. Because e-mail is the primary communications method for updates and support, all SAIs are required, where possible, to establish and maintain an e-mail connection with Sun.

Separate agreements for hardware and software support are available either from Sun or one of its service providers, depending upon the location of the SAI.

### **5.7 On-Site Courses**

The SAI may not teach Sun courses on-site to a customer(s) or otherwise disclose Training Material to anyone other than Authorized Faculty or Authorized Students.

### **5.8 Training Materials**

All Authorized Students must be supplied with the appropriate Training Materials including a student kit. Training Materials (including student kits) must be ordered from a Sun Authorized Distributor. No copying of Training Materials or distribution to persons other than Authorized Faculty and Authorized Students is allowed unless expressly authorized by Sun in writing. Each student kit consists of:

- Course notes (student manual)

Most Authorized Courses will also include printed copies of the instructor guide and overhead slide masters, as well as on-line exercise files.

All Training Materials are considered the Confidential Information of Sun and are subject to the Confidential Information provisions of the Agreements. Each SAI will use the Confidential Information (including the Training Materials) only for purposes established by this Program Guide and the Agreements.

Each SAI and/or Authorized Faculty may develop additional class materials (for example, labs, overheads, handouts, etc.). Sun reserves the right to review these materials prior to their use. The Agreements define Supplemental Materials vs. Derivative Works. Derivative Works based on the Training Materials are not allowed.

Each SAI is responsible for installing and maintaining any lab exercise software for use by its Authorized Students, and for providing any necessary additional materials, scratch tapes, and reference manuals.

Each SAI Institution may not change the content of the Authorized Courses without Sun's prior written authorization. Local language translations of Training Materials may be authorized by Sun only pursuant to an express modification of the Sun Microsystems Customer Agreement. Sun retains all intellectual property rights to translated material and reserves the right to check any such translations.

Provided that an SAI remains in compliance with the SAI program requirements as set forth in the Program Guide and the Agreements, the SAI will have the right to use the Training Materials in the Authorized Locations solely for the purpose of providing Training to its Authorized Students.

## **5.9 Student Certificates**

Blank Certificates of Completion will be available to order from your Sun Authorized Distributor.

## **5.10 Marketing**

Marketing of the courses offered by the SAI is the responsibility of the SAI. Any inquiries made directly to Sun regarding academic courses will be directed to the appropriate SAI.

Marketing materials, camera-ready artwork, and logo items may be available, either at no cost or for a small duplication fee. These trademarked items must be used in compliance with the Sun Trademark and Logo Policies and the Logo License Agreement.

## **6 Training Center Design Guidelines**

SAIs that have classrooms and equipment located in the United States must ensure that such meet the requirements established by the The Americans with Disabilities Act.



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