



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

Emergency Medical Technician

On-Time Completion Rates (Graduation Rates)
Includes data for the two calendar years prior to reporting.

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2016	10	9	9	100.00%
2017	42	36	36	100.00%

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

Emergency Medical Technician

150% Table Optional

Students Completing Within 150% of the Published Program Length

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2016	10	9	9	100.00%
2017	42	36	36	100.00%
**20XX	0	0	0	#DIV/0!
**20XY	0	0	0	#DIV/0!

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

Emergency Medical Technician

Job Placement Rates (includes data for the two calendar years prior to reporting)

Calander Year	Number of Students Who Began The Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2016	10	9	3	2	66.67%
2017	42	36	8	5	62.50%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. WWW.academyforprofessionaldevelopment.com



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

Emergency Medical Technician

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calander Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2016	0	2	2
2017	0	1	5

Single Position vs. Concurrent Aggregated Position

Calander Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2016	0	0	2
2017	0	0	5



Academy for Professional Development
 3421 Tully Road Suite H
 Modesto Ca 95350
 (209) 300-7822

School Performance Fact Sheet 2016

Emergency Medical Technician

Self-Employed / Freelance Positions

Calander Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2016	0	2
2017	0	5

Institutional Employment

Calander Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with	Total Graduates Employed in the Field
2016	0	2
2017	0	5

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

IF the majority of graduates from this program obtain jobs in self-employment or freelance work add:

This program may result in freelance or self-employment.

The work available to graduates of this program is usually for freelance or self-employment.

This type of work may not be consistent.

The period of employment can range from one day to weeks to several months.

Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.

You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.

Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.

Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350**

School Performance Fact Sheet 2016

Emergency Medical Technician

Licensee Examination Passage Rates (includes data for the two years prior to reporting)

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
2016						
2017						
2018						
2018						
2018						
2018						
2018						
2018						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

OR

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2016	9	7	3	5	60.00%
2017	36	23	8	15	53.33%

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

Emergency Medical Technician

Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 \$25,000	\$35,001 \$40,000	\$40,001 \$45,000	\$45,001 \$50,000	No Salary Information Reported
2016	3	2	0	0	0	0	0
2017	8	5	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. To request information, please contact the AFD administrative offices at the above address or by calling the above phone number. A copy of this report along with other information can also be found on our website at, www.afpdus.com or www.academyforprofessionaldevelopment.com

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$1,985.00. Additional charges may be incurred if the program is not completed on-time.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

Emergency Medical Technician

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education.1	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX who took out federal student loans to pay for this program.
Not Applicable	Not Applicable	Not Applicable	Not Applicable

1The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

Emergency Medical Technician

OR – ONE OF THE FOLLOWING IF THE INSTITUTION DOES NOT PARTICIPATE IN FEDERAL FINANCIAL AID PROGRAMS:

Students at Academy for Professional Development are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free

Student Name

School Official

Student Signature

Date

Date



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

Emergency Medical Technician

DELETE "*" STATEMENT IF NOT APPLICABLE ↓

* = This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on MM/DD/YYYY. As of MM/DD/YYYY, two full years of data for this program will be available.

Definitions

- "Number of Students Who Began the Program" means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- "150% Completion Rate" is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
- "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

Emergency Medical Technician

- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

Emergency Medical Technician

STUDENT'S RIGHT TO CANCEL

Cancellation disclosure from Enrollment Agreement shall be provided on a separate document in 12 point type and 1.15 spacing.

– Caption shall state “STUDENT’S RIGHT TO CANCEL” in bolded 14 point type

Cancellation and Refund Policy

Registration Fee is non-refundable once submitted. Students have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the 7th day after enrollment, whichever is later. (Meets CEC 94909(a)(8)(B) requirements)

- Non-refundable fees and time spent in the program will not be refunded.
- If you choose to cancel this agreement, AFPD will refund any money that you paid less specified non-refundable fees.
- Cancellation shall occur when you give written notice of cancellation addressed to CE Program Director and send by US certified mail, or hand delivered.
- The written notice of cancellation is effective on the date received by AFPD. The refund will be issued within 45 days of the notice of cancellation.

AFPD follows the refund guidelines set by the California Bureau for Private Postsecondary Education in accordance with 5 CCR 71750. You have the right to withdrawal from a course of instruction at any time. If you withdraw from a course of instruction after the period allowed for cancellation of the agreement set forth above, AFPD will issue a pro rata refund based on the amount owed for the portion of the educational program provided subtracted from the amount paid by the student calculated as follows: total tuitional charge divided by the number of days in the program, multiplied by the number of days student attended, or was scheduled to attend prior to withdrawal, less the amount paid by the student. All amounts paid in excess of what is owed as calculated above shall be refunded within (45) days of the student's withdrawal or cancellation. The refund will be prorated if the student withdraws after the first-class session, or the seventh day after enrollment, whichever is later. If the student has received federal student financial aid funds, the student is entitled to a refund of monies not paid from federal student financial aid program funds. Please refer to additional



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

Emergency Medical Technician

Cancellation and Refund Policy Continued

Withdrawal Procedure:

A student has the right to cancel and obtain a refund based on the (refund policy). To withdrawal from a program, student must:

- First notify the school in writing of their intent to cancel the agreement or withdrawal from the program.
- Notification shall be made in writing and must be signed by the enrolled student.
- A student will also be considered as, withdrawn or canceled from the program if the student has more than five days of missed classes and has not been in contact with the AFPD or it instructors for the program which they are enrolled.
- All requests shall be mailed by US certified mail, with tracking to: Academy for Professional Development, 3421 Tully Road, Suite H, Modesto Ca 95350.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Physical Security Specialist - 210

**On-Time Completion Rates (Graduation Rates)
Includes data for the two calendar years prior to reporting.**

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2016	0	0	0	0.00%
2017	0	0	0	0.00%

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Physical Security Specialist - 210

150% Table Optional

Students Completing Within 150% of the Published Program Length

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2016	0	0	0	0.00%
2017	0	0	0	0.00%
**20XX	0	0	0	#DIV/0!
**20XY	0	0	0	#DIV/0!

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 Physical Security Specialist - 210

Job Placement Rates (includes data for the two calendar years prior to reporting)

Calander Year	Number of Students Who Began The Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2016	0	0	0	0	0.00%
2017	0	0	0	0	0.00%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. WWW.academyforprofessionaldevelopment.com



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 Physical Security Specialist - 210

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calander Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0

Single Position vs. Concurrent Aggregated Position

Calander Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Physical Security Specialist - 210

Self-Employed / Freelance Positions

Calander Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2016	0	0
2017	0	0

Institutional Employment

Calander Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with	Total Graduates Employed in the Field
2016	0	
2017	0	

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

IF the majority of graduates from this program obtain jobs in self-employment or freelance work add:

This program may result in freelance or self-employment.

The work available to graduates of this program is usually for freelance or self-employment.

This type of work may not be consistent.

The period of employment can range from one day to weeks to several months.

Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.

You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.

Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.

Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350**

School Performance Fact Sheet 2016

2016-2017 Physical Security Specialist - 210

Licensee Examination Passage Rates (includes data for the two years prior to reporting)

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
2016						
2017						
2018						
2018						
2018						
2018						
2018						
2018						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

OR

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2016	0	0	0	0	0.00%
2017	0	0	0	0	0.00%

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 Physical Security Specialist - 210

Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 \$25,000	\$35,001 \$40,000	\$40,001 \$45,000	\$45,001 \$50,000	No Salary Information Reported
2016	0	0	0	0	0	0	0
2017	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. To request information, please contact the AFPD administrative offices at the above address or by calling the above phone number. A copy of this report along with other information can also be found on our website at, www.afpdus.com or www.academyforprofessionaldevelopment.com

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$15,900.00. Additional charges may be incurred if the program is not completed on-time.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Physical Security Specialist - 210

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education.¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX who took out federal student loans to pay for this program.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Physical Security Specialist - 210

OR – ONE OF THE FOLLOWING IF THE INSTITUTION DOES NOT PARTICIPATE IN FEDERAL FINANCIAL AID PROGRAMS:

Students at Academy for Professional Development are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free

Student Name

School Official

Student Signature

Date

Date



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Physical Security Specialist - 210

DELETE "*" STATEMENT IF NOT APPLICABLE ↓

* = This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on MM/DD/YYYY. As of MM/DD/YYYY, two full years of data for this program will be available.

Definitions

- "Number of Students Who Began the Program" means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- "150% Completion Rate" is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
- "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 Physical Security Specialist - 210

- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Physical Security Specialist - 210

STUDENT'S RIGHT TO CANCEL

Cancellation disclosure from Enrollment Agreement shall be provided on a separate document in 12 point type and 1.15 spacing.

– Caption shall state “STUDENT’S RIGHT TO CANCEL” in bolded 14 point type

Cancellation and Refund Policy

Registration Fee is non-refundable once submitted. Students have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the 7th day after enrollment, whichever is later. (Meets CEC 94909(a)(8)(B) requirements)

- Non-refundable fees and time spent in the program will not be refunded.
- If you choose to cancel this agreement, AFPD will refund any money that you paid less specified non-refundable fees.
- Cancellation shall occur when you give written notice of cancellation addressed to CE Program Director and send by US certified mail, or hand delivered.
- The written notice of cancellation is effective on the date received by AFPD. The refund will be issued within 45 days of the notice of cancellation.

AFPD follows the refund guidelines set by the California Bureau for Private Postsecondary Education in accordance with 5 CCR 71750. You have the right to withdrawal from a course of instruction at any time. If you withdraw from a course of instruction after the period allowed for cancellation of the agreement set forth above, AFPD will issue a pro rata refund based on the amount owed for the portion of the educational program provided subtracted from the amount paid by the student calculated as follows: total tuitional charge divided by the number of days in the program, multiplied by the number of days student attended, or was scheduled to attend prior to withdrawal, less the amount paid by the student. All amounts paid in excess of what is owed as calculated above shall be refunded within (45) days of the student’s withdrawal or cancellation. The refund will be prorated if the student withdraws after the first-class session, or the seventh day after enrollment, whichever is later. If the student has received federal student financial



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Physical Security Specialist - 210

Cancellation and Refund Policy Continued

Withdrawal Procedure:

A student has the right to cancel and obtain a refund based on the (refund policy). To withdrawal from a program, student must:

- First notify the school in writing of their intent to cancel the agreement or withdrawal from the program.
- Notification shall be made in writing and must be signed by the enrolled student.
- A student will also be considered as, withdrawn or canceled from the program if the student has more than five days of missed classes and has not been in contact with the AFPD or it instructors for the program which they are enrolled.
- All requests shall be mailed by US certified mail, with tracking to: Academy for Professional Development, 3421 Tully Road, Suite H, Modesto Ca 95350.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Basic Supply Chain Management - 40

**On-Time Completion Rates (Graduation Rates)
Includes data for the two calendar years prior to reporting.**

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2016	0	0	0	0.00%
2017	0	0	0	0.00%

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 APICS Basic Supply Chain Management - 40

150% Table Optional

Students Completing Within 150% of the Published Program Length

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2016	0	0	0	0.00%
2017	0	0	0	0.00%
**20XX	0	0	0	#DIV/0!
**20XY	0	0	0	#DIV/0!

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 APICS Basic Supply Chain Management - 40

Job Placement Rates (includes data for the two calendar years prior to reporting)

Calander Year	Number of Students Who Began The Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2016	0	0	0	0	0.00%
2017	0	0	0	0	0.00%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. WWW.academyforprofessionaldevelopment.com



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Basic Supply Chain Management - 40

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calander Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0

Single Position vs. Concurrent Aggregated Position

Calander Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 APICS Basic Supply Chain Management - 40

Self-Employed / Freelance Positions

Calander Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2016	0	0
2017	0	0

Institutional Employment

Calander Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with	Total Graduates Employed in the Field
2016	0	
2017	0	

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

IF the majority of graduates from this program obtain jobs in self-employment or freelance work add:

This program may result in freelance or self-employment.

The work available to graduates of this program is usually for freelance or self-employment.

This type of work may not be consistent.

The period of employment can range from one day to weeks to several months.

Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.

You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.

Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.

Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350**

School Performance Fact Sheet 2016

2016-2017 APICS Basic Supply Chain Management - 40

Licensee Examination Passage Rates (includes data for the two years prior to reporting)

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
2016						
2017						
2018						
2018						
2018						
2018						
2018						
2018						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

OR

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2016	0	0	0	0	0.00%
2017	0	0	0	0	0.00%

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 APICS Basic Supply Chain Management - 40

Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 \$25,000	\$35,001 \$40,000	\$40,001 \$45,000	\$45,001 1 \$50,000	No Salary Information Reported
2016	0	0	0	0	0	0	0
2017	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. To request information, please contact the AFD administrative offices at the above address or by calling the above phone number. A copy of this report along with other information can also be found on our website at, www.afpdus.com or www.academyforprofessionaldevelopment.com

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$7,800.00. Additional charges may be incurred if the program is not completed on-time.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Basic Supply Chain Management - 40

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education.¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX who took out federal student loans to pay for this program.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Basic Supply Chain Management - 40

OR – ONE OF THE FOLLOWING IF THE INSTITUTION DOES NOT PARTICIPATE IN FEDERAL FINANCIAL AID PROGRAMS:

Students at Academy for Professional Development are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free

Student Name

School Official

Student Signature

Date

Date



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Basic Supply Chain Management - 40

DELETE "*" STATEMENT IF NOT APPLICABLE ↓

* = This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on MM/DD/YYYY. As of MM/DD/YYYY, two full years of data for this program will be available.

Definitions

- "Number of Students Who Began the Program" means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- "150% Completion Rate" is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
- "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 APICS Basic Supply Chain Management - 40

- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Basic Supply Chain Management - 40

STUDENT'S RIGHT TO CANCEL

Cancellation disclosure from Enrollment Agreement shall be provided on a separate document in 12 point type and 1.15 spacing.

– Caption shall state “STUDENT’S RIGHT TO CANCEL” in bolded 14 point type

Cancellation and Refund Policy

Registration Fee is non-refundable once submitted. Students have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the 7th day after enrollment, whichever is later. (Meets CEC 94909(a)(8)(B) requirements)

- Non-refundable fees and time spent in the program will not be refunded.
- If you choose to cancel this agreement, AFPD will refund any money that you paid less specified non-refundable fees.
- Cancellation shall occur when you give written notice of cancellation addressed to CE Program Director and send by US certified mail, or hand delivered.
- The written notice of cancellation is effective on the date received by AFPD. The refund will be issued within 45 days of the notice of cancellation.

AFPD follows the refund guidelines set by the California Bureau for Private Postsecondary Education in accordance with 5 CCR 71750. You have the right to withdrawal from a course of instruction at any time. If you withdraw from a course of instruction after the period allowed for cancellation of the agreement set forth above, AFPD will issue a pro rata refund based on the amount owed for the portion of the educational program provided subtracted from the amount paid by the student calculated as follows: total tuitional charge divided by the number of days in the program, multiplied by the number of days student attended, or was scheduled to attend prior to withdrawal, less the amount paid by the student. All amounts paid in excess of what is owed as calculated above shall be refunded within (45) days of the student’s withdrawal or cancellation. The refund will be prorated if the student withdraws after the first-class session, or the seventh day after enrollment, whichever is later. If the student has received federal student financial



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Basic Supply Chain Management - 40

Cancellation and Refund Policy Continued

Withdrawal Procedure:

A student has the right to cancel and obtain a refund based on the (refund policy). To withdrawal from a program, student must:

- First notify the school in writing of their intent to cancel the agreement or withdrawal from the program.
- Notification shall be made in writing and must be signed by the enrolled student.
- A student will also be considered as, withdrawn or canceled from the program if the student has more than five days of missed classes and has not been in contact with the AFPD or it instructors for the program which they are enrolled.
- All requests shall be mailed by US certified mail, with tracking to: Academy for Professional Development, 3421 Tully Road, Suite H, Modesto Ca 95350.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Certified Supply Chain Professional Program Length - 64

**On-Time Completion Rates (Graduation Rates)
Includes data for the two calendar years prior to reporting.**

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2016	0	0	0	0.00%
2017	0	0	0	0.00%

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Certified Supply Chain Professional Program Length - 64

150% Table Optional

Students Completing Within 150% of the Published Program Length

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2016	0	0	0	0.00%
2017	0	0	0	0.00%
**20XX	0	0	0	#DIV/0!
**20XY	0	0	0	#DIV/0!

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Certified Supply Chain Professional Program Length - 64

Job Placement Rates (includes data for the two calendar years prior to reporting)

Calander Year	Number of Students Who Began The Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2016	0	0	0	0	0.00%
2017	0	0	0	0	0.00%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. WWW.academyforprofessionaldevelopment.com



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Certified Supply Chain Professional Program Length - 64

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calander Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0

Single Position vs. Concurrent Aggregated Position

Calander Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Certified Supply Chain Professional Program Length - 64

Self-Employed / Freelance Positions

Calander Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2016	0	0
2017	0	0

Institutional Employment

Calander Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with	Total Graduates Employed in the Field
2016	0	
2017	0	

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

IF the majority of graduates from this program obtain jobs in self-employment or freelance work add:

This program may result in freelance or self-employment.

The work available to graduates of this program is usually for freelance or self-employment.

This type of work may not be consistent.

The period of employment can range from one day to weeks to several months.

Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.

You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.

Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.

Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350

School Performance Fact Sheet 2016

APICS Certified Supply Chain Professional Program Length - 64

Licensee Examination Passage Rates (includes data for the two years prior to reporting)

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
2016						
2017						
2018						
2018						
2018						
2018						
2018						
2018						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

OR

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2016	0	0	0	0	0.00%
2017	0	0	0	0	0.00%

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Certified Supply Chain Professional Program Length - 64

Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 \$25,000	\$35,001 \$40,000	\$40,001 \$45,000	\$45,001 \$50,000	No Salary Information Reported
2016	0	0	0	0	0	0	0
2017	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. To request information, please contact the AFPD administrative offices at the above address or by calling the above phone number. A copy of this report along with other information can also be found on our website at, www.afpdus.com or www.academyforprofessionaldevelopment.com

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$3,200.00. Additional charges may be incurred if the program is not completed on-time.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
 3421 Tully Road Suite H
 Modesto Ca 95350
 (209) 300-7822**

School Performance Fact Sheet 2016

APICS Certified Supply Chain Professional Program Length - 64

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX who took out federal student loans to pay for this program.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Certified Supply Chain Professional Program Length - 64

OR – ONE OF THE FOLLOWING IF THE INSTITUTION DOES NOT PARTICIPATE IN FEDERAL FINANCIAL AID PROGRAMS:

Students at Academy for Professional Development are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free

Student Name

School Official

Student Signature

Date

Date



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Certified Supply Chain Professional Program Length - 64

DELETE "*" STATEMENT IF NOT APPLICABLE ↓

* = This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on MM/DD/YYYY. As of MM/DD/YYYY, two full years of data for this program will be available.

Definitions

- "Number of Students Who Began the Program" means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- "150% Completion Rate" is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
- "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Certified Supply Chain Professional Program Length - 64

- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Certified Supply Chain Professional Program Length - 64

STUDENT'S RIGHT TO CANCEL

Cancellation disclosure from Enrollment Agreement shall be provided on a separate document in 12 point type and 1.15 spacing.

– Caption shall state “STUDENT’S RIGHT TO CANCEL” in bolded 14 point type

Cancellation and Refund Policy

Registration Fee is non-refundable once submitted. Students have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the 7th day after enrollment, whichever is later. (Meets CEC 94909(a)(8)(B) requirements)

- Non-refundable fees and time spent in the program will not be refunded.
- If you choose to cancel this agreement, AFPD will refund any money that you paid less specified non-refundable fees.
- Cancellation shall occur when you give written notice of cancellation addressed to CE Program Director and send by US certified mail, or hand delivered.
- The written notice of cancellation is effective on the date received by AFPD. The refund will be issued within 45 days of the notice of cancellation.

AFPD follows the refund guidelines set by the California Bureau for Private Postsecondary Education in accordance with 5 CCR 71750. You have the right to withdrawal from a course of instruction at any time. If you withdraw from a course of instruction after the period allowed for cancellation of the agreement set forth above, AFPD will issue a pro rata refund based on the amount owed for the portion of the educational program provided subtracted from the amount paid by the student calculated as follows: total tuitional charge divided by the number of days in the program, multiplied by the number of days student attended, or was scheduled to attend prior to withdrawal, less the amount paid by the student. All amounts paid in excess of what is owed as calculated above shall be refunded within (45) days of the student’s withdrawal or cancellation. The refund will be prorated if the student withdraws after the first-class session, or the seventh day after enrollment, whichever is later. If the student has received federal student financial



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Certified Supply Chain Professional Program Length - 64

Cancellation and Refund Policy Continued

Withdrawal Procedure:

A student has the right to cancel and obtain a refund based on the (refund policy). To withdrawal from a program, student must:

- First notify the school in writing of their intent to cancel the agreement or withdrawal from the program.
- Notification shall be made in writing and must be signed by the enrolled student.
- A student will also be considered as, withdrawn or canceled from the program if the student has more than five days of missed classes and has not been in contact with the AFPD or it instructors for the program which they are enrolled.
- All requests shall be mailed by US certified mail, with tracking to: Academy for Professional Development, 3421 Tully Road, Suite H, Modesto Ca 95350.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Detailed Scheduling and Planning Program - 32 Hours

**On-Time Completion Rates (Graduation Rates)
Includes data for the two calendar years prior to reporting.**

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2016	0	0	0	0.00%
2017	0	0	0	0.00%

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Detailed Scheduling and Planning Program - 32 Hours

150% Table Optional

Students Completing Within 150% of the Published Program Length

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2016	0	0	0	0.00%
2017	0	0	0	0.00%
**20XX	0	0	0	#DIV/0!
**20XY	0	0	0	#DIV/0!

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 APICS Detailed Scheduling and Planning Program - 32 Hours

Job Placement Rates (includes data for the two calendar years prior to reporting)

Calander Year	Number of Students Who Began The Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2016	0	0	0	0	0.00%
2017	0	0	0	0	0.00%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. WWW.academyforprofessionaldevelopment.com



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 APICS Detailed Scheduling and Planning Program - 32 Hours

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calander Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0

Single Position vs. Concurrent Aggregated Position

Calander Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Detailed Scheduling and Planning Program - 32 Hours

Self-Employed / Freelance Positions

Calander Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2016	0	0
2017	0	0

Institutional Employment

Calander Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with	Total Graduates Employed in the Field
2016	0	
2017	0	

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

IF the majority of graduates from this program obtain jobs in self-employment or freelance work add:

This program may result in freelance or self-employment.

The work available to graduates of this program is usually for freelance or self-employment.

This type of work may not be consistent.

The period of employment can range from one day to weeks to several months.

Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.

You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.

Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.

Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350**

School Performance Fact Sheet 2016

2016-2017 APICS Detailed Scheduling and Planning Program - 32 Hours

Licensee Examination Passage Rates (includes data for the two years prior to reporting)

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
2016						
2017						
2018						
2018						
2018						
2018						
2018						
2018						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

OR

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam Exam	Number Who Failed First Available Exam	Passage Rate
2016	0	0	0	0	0.00%
2017	0	0	0	0	0.00%

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Detailed Scheduling and Planning Program - 32 Hours

Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 \$25,000	\$35,001 \$40,000	\$40,001 \$45,000	\$45,001 \$50,000	No Salary Information Reported
2016	0	0	0	0	0	0	0
2017	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. To request information, please contact the AFPD administrative offices at the above address or by calling the above phone number. A copy of this report along with other information can also be found on our website at, www.afpdus.com or www.academyforprofessionaldevelopment.com

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$#,###. Additional charges may be incurred if the program is not completed on-time.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Detailed Scheduling and Planning Program - 32 Hours

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education.¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX who took out federal student loans to pay for this program.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Detailed Scheduling and Planning Program - 32 Hours

OR – ONE OF THE FOLLOWING IF THE INSTITUTION DOES NOT PARTICIPATE IN FEDERAL FINANCIAL AID PROGRAMS:

Students at Academy for Professional Development are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free

Student Name

School Official

Student Signature

Date

Date



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Detailed Scheduling and Planning Program - 32 Hours

DELETE "*" STATEMENT IF NOT APPLICABLE ↓

* = This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on MM/DD/YYYY. As of MM/DD/YYYY, two full years of data for this program will be available.

Definitions

- "Number of Students Who Began the Program" means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- "150% Completion Rate" is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
- "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 APICS Detailed Scheduling and Planning Program - 32 Hours

- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Detailed Scheduling and Planning Program - 32 Hours

STUDENT'S RIGHT TO CANCEL

Cancellation disclosure from Enrollment Agreement shall be provided on a separate document in 12 point type and 1.15 spacing.

– Caption shall state “STUDENT’S RIGHT TO CANCEL” in bolded 14 point type

Cancellation and Refund Policy

Registration Fee is non-refundable once submitted. Students have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the 7th day after enrollment, whichever is later. (Meets CEC 94909(a)(8)(B) requirements)

- Non-refundable fees and time spent in the program will not be refunded.
- If you choose to cancel this agreement, AFPD will refund any money that you paid less specified non-refundable fees.
- Cancellation shall occur when you give written notice of cancellation addressed to CE Program Director and send by US certified mail, or hand delivered.
- The written notice of cancellation is effective on the date received by AFPD. The refund will be issued within 45 days of the notice of cancellation.

AFPD follows the refund guidelines set by the California Bureau for Private Postsecondary Education in accordance with 5 CCR 71750. You have the right to withdrawal from a course of instruction at any time. If you withdraw from a course of instruction after the period allowed for cancellation of the agreement set forth above, AFPD will issue a pro rata refund based on the amount owed for the portion of the educational program provided subtracted from the amount paid by the student calculated as follows: total tuitional charge divided by the number of days in the program, multiplied by the number of days student attended, or was scheduled to attend prior to withdrawal, less the amount paid by the student. All amounts paid in excess of what is owed as calculated above shall be refunded within (45) days of the student’s withdrawal or cancellation. The refund will be prorated if the student withdraws after the first-class session, or the seventh day after enrollment, whichever is later. If the student has received federal student financial



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 APICS Detailed Scheduling and Planning Program - 32 Hours

Cancellation and Refund Policy Continued

Withdrawal Procedure:

A student has the right to cancel and obtain a refund based on the (refund policy). To withdrawal from a program, student must:

- First notify the school in writing of their intent to cancel the agreement or withdrawal from the program.
- Notification shall be made in writing and must be signed by the enrolled student.
- A student will also be considered as, withdrawn or canceled from the program if the student has more than five days of missed classes and has not been in contact with the AFPD or it instructors for the program which they are enrolled.
- All requests shall be mailed by US certified mail, with tracking to: Academy for Professional Development, 3421 Tully Road, Suite H, Modesto Ca 95350.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Execution and Control of Operations Program Length - 32

On-Time Completion Rates (Graduation Rates)

Includes data for the two calendar years prior to reporting.

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2016	0	0	0	0.00%
2017	0	0	0	0.00%

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Execution and Control of Operations Program Length - 32

150% Table Optional

Students Completing Within 150% of the Published Program Length

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2016	0	0	0	0.00%
2017	0	0	0	0.00%
**20XX	0	0	0	#DIV/0!
**20XY	0	0	0	#DIV/0!

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Execution and Control of Operations Program Length - 32

Job Placement Rates (includes data for the two calendar years prior to reporting)

Calander Year	Number of Students Who Began The Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2016	0	0	0	0	0.00%
2017	0	0	0	0	0.00%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. WWW.academyforprofessionaldevelopment.com



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Execution and Control of Operations Program Length - 32

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calander Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0

Single Position vs. Concurrent Aggregated Position

Calander Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Execution and Control of Operations Program Length - 32

Self-Employed / Freelance Positions

Calander Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2016	0	0
2017	0	0

Institutional Employment

Calander Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with	Total Graduates Employed in the Field
2016	0	
2017	0	

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

IF the majority of graduates from this program obtain jobs in self-employment or freelance work add:

This program may result in freelance or self-employment.

The work available to graduates of this program is usually for freelance or self-employment.

This type of work may not be consistent.

The period of employment can range from one day to weeks to several months.

Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.

You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.

Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.

Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350**

School Performance Fact Sheet 2016

APICS Execution and Control of Operations Program Length - 32

Licensee Examination Passage Rates (includes data for the two years prior to reporting)

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
2016						
2017						
2018						
2018						
2018						
2018						
2018						
2018						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

OR

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2016	0	0	0	0	0.00%
2017	0	0	0	0	0.00%

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Execution and Control of Operations Program Length - 32

Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 \$25,000	\$35,001 \$40,000	\$40,001 \$45,000	\$45,001 \$50,000	No Salary Information Reported
2016	0	0	0	0	0	0	0
2017	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. To request information, please contact the AFPD administrative offices at the above address or by calling the above phone number. A copy of this report along with other information can also be found on our website at, www.afpdus.com or www.academyforprofessionaldevelopment.com

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$1,500.00. Additional charges may be incurred if the program is not completed on-time.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Execution and Control of Operations Program Length - 32

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education.1	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX who took out federal student loans to pay for this program.
N/A	N/A	N/A	N/A

1The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Execution and Control of Operations Program Length - 32

OR – ONE OF THE FOLLOWING IF THE INSTITUTION DOES NOT PARTICIPATE IN FEDERAL FINANCIAL AID PROGRAMS:

Students at Academy for Professional Development are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free

Student Name

School Official

Student Signature

Date

Date



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Execution and Control of Operations Program Length - 32

DELETE "*" STATEMENT IF NOT APPLICABLE ↓

* = This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on MM/DD/YYYY. As of MM/DD/YYYY, two full years of data for this program will be available.

Definitions

- "Number of Students Who Began the Program" means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- "150% Completion Rate" is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
- "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Execution and Control of Operations Program Length - 32

- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Execution and Control of Operations Program Length - 32

STUDENT'S RIGHT TO CANCEL

Cancellation disclosure from Enrollment Agreement shall be provided on a separate document in 12 point type and 1.15 spacing.

– Caption shall state “STUDENT’S RIGHT TO CANCEL” in bolded 14 point type

Cancellation and Refund Policy

Registration Fee is non-refundable once submitted. Students have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the 7th day after enrollment, whichever is later. (Meets CEC 94909(a)(8)(B) requirements)

- Non-refundable fees and time spent in the program will not be refunded.
- If you choose to cancel this agreement, AFPD will refund any money that you paid less specified non-refundable fees.
- Cancellation shall occur when you give written notice of cancellation addressed to CE Program Director and send by US certified mail, or hand delivered.
- The written notice of cancellation is effective on the date received by AFPD. The refund will be issued within 45 days of the notice of cancellation.

AFPD follows the refund guidelines set by the California Bureau for Private Postsecondary Education in accordance with 5 CCR 71750. You have the right to withdrawal from a course of instruction at any time. If you withdraw from a course of instruction after the period allowed for cancellation of the agreement set forth above, AFPD will issue a pro rata refund based on the amount owed for the portion of the educational program provided subtracted from the amount paid by the student calculated as follows: total tuitional charge divided by the number of days in the program, multiplied by the number of days student attended, or was scheduled to attend prior to withdrawal, less the amount paid by the student. All amounts paid in excess of what is owed as calculated above shall be refunded within (45) days of the student’s withdrawal or cancellation. The refund will be prorated if the student withdraws after the first-class session, or the seventh day after enrollment, whichever is later. If the student has received federal student financial



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Execution and Control of Operations Program Length - 32

Cancellation and Refund Policy Continued

Withdrawal Procedure:

A student has the right to cancel and obtain a refund based on the (refund policy). To withdrawal from a program, student must:

- First notify the school in writing of their intent to cancel the agreement or withdrawal from the program.
- Notification shall be made in writing and must be signed by the enrolled student.
- A student will also be considered as, withdrawn or canceled from the program if the student has more than five days of missed classes and has not been in contact with the AFPD or it instructors for the program which they are enrolled.
- All requests shall be mailed by US certified mail, with tracking to: Academy for Professional Development, 3421 Tully Road, Suite H, Modesto Ca 95350.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 Executive Protection Specialist - 80 Hours

On-Time Completion Rates (Graduation Rates)
Includes data for the two calendar years prior to reporting.

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2016	3	3	3	100.00%
2017	0	0	0	0.00%

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Executive Protection Specialist - 80 Hours

150% Table Optional

Students Completing Within 150% of the Published Program Length

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2016	3	3	3	100.00%
2017	0	0	0	0.00%
**20XX	0	0	0	#DIV/0!
**20XY	0	0	0	#DIV/0!

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 Executive Protection Specialist - 80 Hours

Job Placement Rates (includes data for the two calendar years prior to reporting)

Calander Year	Number of Students Who Began The Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2016	3	3	3	3	100.00%
2017	0	0	0	0	0.00%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. WWW.academyforprofessionaldevelopment.com



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Executive Protection Specialist - 80 Hours

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calander Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2016	0	3	3
2017	0	0	0

Single Position vs. Concurrent Aggregated Position

Calander Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2016	0	0	3
2017	0	0	0



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Executive Protection Specialist - 80 Hours

Self-Employed / Freelance Positions

Calander Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2016	0	3
2017	0	0

Institutional Employment

Calander Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with	Total Graduates Employed in the Field
2016	0	3
2017	0	3

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

IF the majority of graduates from this program obtain jobs in self-employment or freelance work add:

This program may result in freelance or self-employment.

The work available to graduates of this program is usually for freelance or self-employment.

This type of work may not be consistent.

The period of employment can range from one day to weeks to several months.

Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.

You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.

Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.

Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350**

School Performance Fact Sheet 2016

2016-2017 Executive Protection Specialist - 80 Hours

Licensee Examination Passage Rates (includes data for the two years prior to reporting)

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
2016						
2017						
2018						
2018						
2018						
2018						
2018						
2018						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

OR

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2016	3	3	3	0	0.00%
2017	0	0	0	0	0.00%

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 Executive Protection Specialist - 80 Hours

Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 \$25,000	\$35,001 \$40,000	\$40,001 \$45,000	\$45,001 \$50,000	No Salary Information Reported
2016	3	3	0	0	0	0	0
2017	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. To request information, please contact the AFD administrative offices at the above address or by calling the above phone number. A copy of this report along with other information can also be found on our website at, www.afpdus.com or www.academyforprofessionaldevelopment.com

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$4,500.00. Additional charges may be incurred if the program is not completed on-time.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

2016-2017 Executive Protection Specialist - 80 Hours

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education.¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX who took out federal student loans to pay for this program.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Executive Protection Specialist - 80 Hours

OR – ONE OF THE FOLLOWING IF THE INSTITUTION DOES NOT PARTICIPATE IN FEDERAL FINANCIAL AID PROGRAMS:

Students at Academy for Professional Development are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free

Student Name

School Official

Student Signature

Date

Date



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Executive Protection Specialist - 80 Hours

DELETE "*" STATEMENT IF NOT APPLICABLE ↓

* = This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on MM/DD/YYYY. As of MM/DD/YYYY, two full years of data for this program will be available.

Definitions

- "Number of Students Who Began the Program" means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- "150% Completion Rate" is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
- "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Executive Protection Specialist - 80 Hours

- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Executive Protection Specialist - 80 Hours

STUDENT'S RIGHT TO CANCEL

Cancellation disclosure from Enrollment Agreement shall be provided on a separate document in 12 point type and 1.15 spacing.

– Caption shall state “STUDENT’S RIGHT TO CANCEL” in bolded 14 point type

Cancellation and Refund Policy

Registration Fee is non-refundable once submitted. Students have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the 7th day after enrollment, whichever is later. (Meets CEC 94909(a)(8)(B) requirements)

- Non-refundable fees and time spent in the program will not be refunded.
- If you choose to cancel this agreement, AFPD will refund any money that you paid less specified non-refundable fees.
- Cancellation shall occur when you give written notice of cancellation addressed to CE Program Director and send by US certified mail, or hand delivered.
- The written notice of cancellation is effective on the date received by AFPD. The refund will be issued within 45 days of the notice of cancellation.

AFPD follows the refund guidelines set by the California Bureau for Private Postsecondary Education in accordance with 5 CCR 71750. You have the right to withdrawal from a course of instruction at any time. If you withdraw from a course of instruction after the period allowed for cancellation of the agreement set forth above, AFPD will issue a pro rata refund based on the amount owed for the portion of the educational program provided subtracted from the amount paid by the student calculated as follows: total tuitional charge divided by the number of days in the program, multiplied by the number of days student attended, or was scheduled to attend prior to withdrawal, less the amount paid by the student. All amounts paid in excess of what is owed as calculated above shall be refunded within (45) days of the student’s withdrawal or cancellation. The refund will be prorated if the student withdraws after the first-class session, or the seventh day after enrollment, whichever is later. If the student has received federal student financial



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

2016-2017 Executive Protection Specialist - 80 Hours

Cancellation and Refund Policy Continued

Withdrawal Procedure:

A student has the right to cancel and obtain a refund based on the (refund policy). To withdrawal from a program, student must:

- First notify the school in writing of their intent to cancel the agreement or withdrawal from the program.
- Notification shall be made in writing and must be signed by the enrolled student.
- A student will also be considered as, withdrawn or canceled from the program if the student has more than five days of missed classes and has not been in contact with the AFPD or it instructors for the program which they are enrolled.
- All requests shall be mailed by US certified mail, with tracking to: Academy for Professional Development, 3421 Tully Road, Suite H, Modesto Ca 95350.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Master Planning and Resources Program Length - 32

On-Time Completion Rates (Graduation Rates)

Includes data for the two calendar years prior to reporting.

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2016	0	0	0	0.00%
2017	0	0	0	0.00%

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Master Planning and Resources Program Length - 32

150% Table Optional

Students Completing Within 150% of the Published Program Length

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2016	0	0	0	0.00%
2017	0	0	0	0.00%
**20XX	0	0	0	#DIV/0!
**20XY	0	0	0	#DIV/0!

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Master Planning and Resources Program Length - 32

Job Placement Rates (includes data for the two calendar years prior to reporting)

Calander Year	Number of Students Who Began The Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2016	0	0	0	0	0.00%
2017	0	0	0	0	0.00%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. WWW.academyforprofessionaldevelopment.com



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Master Planning and Resources Program Length - 32

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calander Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0

Single Position vs. Concurrent Aggregated Position

Calander Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Master Planning and Resources Program Length - 32

Self-Employed / Freelance Positions

Calander Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2016	0	0
2017	0	0

Institutional Employment

Calander Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with	Total Graduates Employed in the Field
2016	0	
2017	0	

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

IF the majority of graduates from this program obtain jobs in self-employment or freelance work add:

This program may result in freelance or self-employment.

The work available to graduates of this program is usually for freelance or self-employment.

This type of work may not be consistent.

The period of employment can range from one day to weeks to several months.

Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.

You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.

Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.

Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350

School Performance Fact Sheet 2016

APICS Master Planning and Resources Program Length - 32

Licensee Examination Passage Rates (includes data for the two years prior to reporting)

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
2016						
2017						
2018						
2018						
2018						
2018						
2018						
2018						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

OR

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2016	0	0	0	0	0.00%
2017	0	0	0	0	0.00%

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Master Planning and Resources Program Length - 32

Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 \$25,000	\$35,001 \$40,000	\$40,001 \$45,000	\$45,001 \$50,000	No Salary Information Reported
2016	0	0	0	0	0	0	0
2017	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. To request information, please contact the AFPD administrative offices at the above address or by calling the above phone number. A copy of this report along with other information can also be found on our website at, www.afpdus.com or www.academyforprofessionaldevelopment.com

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$1,500.00. Additional charges may be incurred if the program is not completed on-time.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Master Planning and Resources Program Length - 32

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education.¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX who took out federal student loans to pay for this program.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Master Planning and Resources Program Length - 32

OR – ONE OF THE FOLLOWING IF THE INSTITUTION DOES NOT PARTICIPATE IN FEDERAL FINANCIAL AID PROGRAMS:

Students at Academy for Professional Development are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

Academy for Professional Development is eligible, but chooses not to participate in federal student aid programs. Therefore students who attend this institution do not have federal student loans.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free

Student Name

School Official

Student Signature

Date

Date



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Master Planning and Resources Program Length - 32

DELETE "*" STATEMENT IF NOT APPLICABLE ↓

* = This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on MM/DD/YYYY. As of MM/DD/YYYY, two full years of data for this program will be available.

Definitions

- "Number of Students Who Began the Program" means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- "150% Completion Rate" is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
- "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Master Planning and Resources Program Length - 32

- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Master Planning and Resources Program Length - 32

STUDENT'S RIGHT TO CANCEL

Cancellation disclosure from Enrollment Agreement shall be provided on a separate document in 12 point type and 1.15 spacing.

– Caption shall state “STUDENT’S RIGHT TO CANCEL” in bolded 14 point type

Cancellation and Refund Policy

Registration Fee is non-refundable once submitted. Students have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the 7th day after enrollment, whichever is later. (Meets CEC 94909(a)(8)(B) requirements)

- Non-refundable fees and time spent in the program will not be refunded.
- If you choose to cancel this agreement, AFPD will refund any money that you paid less specified non-refundable fees.
- Cancellation shall occur when you give written notice of cancellation addressed to CE Program Director and send by US certified mail, or hand delivered.
- The written notice of cancellation is effective on the date received by AFPD. The refund will be issued within 45 days of the notice of cancellation.

AFPD follows the refund guidelines set by the California Bureau for Private Postsecondary Education in accordance with 5 CCR 71750. You have the right to withdrawal from a course of instruction at any time. If you withdraw from a course of instruction after the period allowed for cancellation of the agreement set forth above, AFPD will issue a pro rata refund based on the amount owed for the portion of the educational program provided subtracted from the amount paid by the student calculated as follows: total tuitional charge divided by the number of days in the program, multiplied by the number of days student attended, or was scheduled to attend prior to withdrawal, less the amount paid by the student. All amounts paid in excess of what is owed as calculated above shall be refunded within (45) days of the student’s withdrawal or cancellation. The refund will be prorated if the student withdraws after the first-class session, or the seventh day after enrollment, whichever is later. If the student has received federal student financial



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Master Planning and Resources Program Length - 32

Cancellation and Refund Policy Continued

Withdrawal Procedure:

A student has the right to cancel and obtain a refund based on the (refund policy). To withdrawal from a program, student must:

- First notify the school in writing of their intent to cancel the agreement or withdrawal from the program.
- Notification shall be made in writing and must be signed by the enrolled student.
- A student will also be considered as, withdrawn or canceled from the program if the student has more than five days of missed classes and has not been in contact with the AFPD or it instructors for the program which they are enrolled.
- All requests shall be mailed by US certified mail, with tracking to: Academy for Professional Development, 3421 Tully Road, Suite H, Modesto Ca 95350.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Strategic Planning and Resources Program Length – 32

**On-Time Completion Rates (Graduation Rates)
Includes data for the two calendar years prior to reporting.**

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2016	0	0	0	0.00%
2017	0	0	0	0.00%

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Strategic Planning and Resources Program Length – 32

150% Table Optional

Students Completing Within 150% of the Published Program Length

Calander Year	Number of Students Who Began The Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2016	0	0	0	0.00%
2017	0	0	0	0.00%
**20XX	0	0	0	#DIV/0!
**20XY	0	0	0	#DIV/0!

Students Initials _____ Date: _____

**Included if the program is more than one year in length.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Strategic Planning and Resources Program Length – 32

Job Placement Rates (includes data for the two calendar years prior to reporting)

Calander Year	Number of Students Who Began The Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2016	0	0	0	0	0.00%
2017	0	0	0	0	0.00%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. WWW.academyforprofessionaldevelopment.com



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Strategic Planning and Resources Program Length – 32

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calander Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0

Single Position vs. Concurrent Aggregated Position

Calander Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Strategic Planning and Resources Program Length – 32

Self-Employed / Freelance Positions

Calander Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2016	0	0
2017	0	0

Institutional Employment

Calander Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with	Total Graduates Employed in the Field
2016	0	
2017	0	

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

IF the majority of graduates from this program obtain jobs in self-employment or freelance work add:

This program may result in freelance or self-employment.

The work available to graduates of this program is usually for freelance or self-employment.

This type of work may not be consistent.

The period of employment can range from one day to weeks to several months.

Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.

You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.

Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.

Students initialing this disclosure understand that either a majority or all of this school’s graduates are employed in this manner and understand what comprises this work style.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350**

School Performance Fact Sheet 2016

APICS Strategic Planning and Resources Program Length – 32

Licensee Examination Passage Rates (includes data for the two years prior to reporting)

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
2016						
2017						
2018						
2018						
2018						
2018						
2018						
2018						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

OR

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2016	0	0	0	0	0.00%
2017	0	0	0	0	0.00%

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from # graduates.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822

School Performance Fact Sheet 2016

APICS Strategic Planning and Resources Program Length – 32

Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 \$25,000	\$35,001 \$40,000	\$40,001 \$45,000	\$45,001 \$50,000	No Salary Information Reported
2016	0	0	0	0	0	0	0
2017	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. To request information, please contact the AFPD administrative offices at the above address or by calling the above phone number. A copy of this report along with other information can also be found on our website at, www.afpdus.com or www.academyforprofessionaldevelopment.com

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$3,200.00. Additional charges may be incurred if the program is not completed on-time.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Strategic Planning and Resources Program Length – 32

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education.¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX who took out federal student loans to pay for this program.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Strategic Planning and Resources Program Length – 32

OR – ONE OF THE FOLLOWING IF THE INSTITUTION DOES NOT PARTICIPATE IN FEDERAL FINANCIAL AID PROGRAMS:

Students at Academy for Professional Development are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

Academy for Professional Development is eligible, but chooses not to participate in federal student aid programs. Therefore students who attend this institution do not have federal student loans.

Students Initials _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free

Student Name

School Official

Student Signature

Date

Date



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Strategic Planning and Resources Program Length – 32

DELETE “*” STATEMENT IF NOT APPLICABLE ↓

* = This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on MM/DD/YYYY. As of MM/DD/YYYY, two full years of data for this program will be available.

Definitions

- “Number of Students Who Began the Program” means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- “Students Available for Graduation” is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- “Number of On-time Graduates” is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- “On-time Completion Rate” is the number of on-time graduates divided by the number of students available for graduation.
- “150% Graduates” is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- “Graduates Available for Employment” means the number of graduates minus the number of graduates unavailable for employment.
- “Graduates Unavailable for Employment” means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Strategic Planning and Resources Program Length – 32

- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Strategic Planning and Resources Program Length – 32

STUDENT’S RIGHT TO CANCEL

Cancellation disclosure from Enrollment Agreement shall be provided on a separate document in 12 point type and 1.15 spacing.

– Caption shall state “STUDENT’S RIGHT TO CANCEL” in bolded 14 point type

Cancellation and Refund Policy

Registration Fee is non-refundable once submitted. Students have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the 7th day after enrollment, whichever is later. (Meets CEC 94909(a)(8)(B) requirements)

- Non-refundable fees and time spent in the program will not be refunded.
- If you choose to cancel this agreement, AFPD will refund any money that you paid less specified non-refundable fees.
- Cancellation shall occur when you give written notice of cancellation addressed to CE Program Director and send by US certified mail, or hand delivered.
- The written notice of cancellation is effective on the date received by AFPD. The refund will be issued within 45 days of the notice of cancellation.

AFPD follows the refund guidelines set by the California Bureau for Private Postsecondary Education in accordance with 5 CCR 71750. You have the right to withdrawal from a course of instruction at any time. If you withdraw from a course of instruction after the period allowed for cancellation of the agreement set forth above, AFPD will issue a pro rata refund based on the amount owed for the portion of the educational program provided subtracted from the amount paid by the student calculated as follows: total tuitional charge divided by the number of days in the program, multiplied by the number of days student attended, or was scheduled to attend prior to withdrawal, less the amount paid by the student. All amounts paid in excess of what is owed as calculated above shall be refunded within (45) days of the student’s withdrawal or cancellation. The refund will be prorated if the student withdraws after the first-class session, or the seventh day after enrollment, whichever is later. If the student has received federal student financial



**Academy for Professional Development
3421 Tully Road Suite H
Modesto Ca 95350
(209) 300-7822**

School Performance Fact Sheet 2016

APICS Strategic Planning and Resources Program Length – 32

Cancellation and Refund Policy Continued

Withdrawal Procedure:

A student has the right to cancel and obtain a refund based on the (refund policy). To withdrawal from a program, student must:

- First notify the school in writing of their intent to cancel the agreement or withdrawal from the program.
- Notification shall be made in writing and must be signed by the enrolled student.
- A student will also be considered as, withdrawn or canceled from the program if the student has more than five days of missed classes and has not been in contact with the AFPD or it instructors for the program which they are enrolled.
- All requests shall be mailed by US certified mail, with tracking to: Academy for Professional Development, 3421 Tully Road, Suite H, Modesto Ca 95350.