

# ACCOUNTING ★ ACADEMY ★

7283 Engineer Road Suite H San Diego CA 92111  
(858) 836-1420 [www.theaccountingacademy.com](http://www.theaccountingacademy.com)

## Accounting & Bookkeeping Training Program

### Six-Month Certificate Program



### SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2017 & 2016



*"Some people dream of success...  
while others wake up and work at it."*



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## **Accounting & Bookkeeping Training Program Six-Month Certificate Program**

### **SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2017 & 2016**

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

Calendar Year	Number of Students Who Began Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2017	28	26	26	93%
2016	31	27	27	87%

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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

### Students Completing Within 150% of the Published Program Length

Calendar Year	Number of Students Who Began Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2017	N/A	N/A	N/A	N/A
2016	N/A	N/A	N/A	N/A

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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**Job Placement Rates**

*Includes data for the two calendar years prior to reporting.*

Job Placement Rates - Graduates Available and Seeking Employment

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2017	28	26	19	17	89%
2016	31	27	21	14	67%

Job Placement Rates - Graduates Available and Not Seeking Employment\*

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2017	28	26	26	17	65%
2016	31	27	27	14	52%

\*Graduates not seeking employment means those graduates who, after graduation, died, become incarcerated, called to active military duty, international students that left the U.S and do not have a visa allowing employment in the United States, continued their education in an accredited or bureau-approved postsecondary institution, were already employed and completed the program only to enhance their skills, were unable to seek employment because of illness and/or physical limitations, or due to personal/family care issues.

**See Page 7 for a list of employment positions determined to be within the field for which students receive education and training in this program based on the U.S. Bureau of Labor Statistics Standard Occupational Classification Codes (SOC Codes).**

**Gainfully Employed Categories**

*Includes data for the two calendar years prior to reporting.*

**Part-Time vs. Full-Time Employment**

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2017	2	15	17
2016	6	8	14

**Single Position vs. Concurrent Aggregated Position**

Calendar Year	Graduate Employed in the Field in a Single Position	Graduate Employed in the Field in Aggregated Positions	Total Graduates Employed in the Field
2017	17	0	17
2016	14	0	14

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**Self-Employed/Freelance Positions**

*Includes data for the two calendar years prior to reporting.*

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2017	0	17
2016	3	14

**Institutional Employment**

*Includes data for the two calendar years prior to reporting.*

Calendar 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 the Institution.	Total Graduates Employed in the Field
2017	0	17
2016	1	14

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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**A small percentage of graduates from this program obtain jobs in self-employment or freelance work. Please note:**

- The work available to graduates of this program is applicable to 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 a small percentage of this school's graduates are employed in this manner and understand what comprises this work style.

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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SCHOOL PERFORMANCE FACT SHEET - CALENDAR YEARS 2017 & 2016

**License Examination Passage Rates**

*Includes data for the two calendar 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
2017			Not Applicable			
2016			Not Applicable			

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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

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
2017			Not Applicable		
2016			Not Applicable		

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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

**Salary and Wage Information**

*Includes data for the two calendar years prior to reporting.*

**Annual salary and wages reported for graduates employed in the field.**

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 - \$35,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000+	No Salary Information Reported
2017	19	17	3	4	4	4	2
2016	21	14	2	1	0	5	6

A list of sources used to substantiate salary disclosures is available from the school by submitting a written request to the Director of Education.

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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

**Cost of Education Program**

**Total charges for the program for students completing on-time in 2016 to 2018 is \$8,500.**

**Total charges for the program for students completing on-time in 2019 is \$9,500.**

**Additional charges may be incurred if the program is not completed on-time.**

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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SCHOOL PERFORMANCE FACT SHEET DEFINITIONS

- "Number of Students Who Began Program" means the number of students who began the 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 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 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, died, become incarcerated, called to active military duty, international students that leave the U.S or do not have a visa allowing employment in the United States, continuing their education in an accredited or bureau-approved postsecondary institution, were already employed and completed the program only to enhance their skills, were unable to seek employment due to illness and/or physical limitations, or due to personal/family care issues.
- "Graduates Employed in the Field" means graduates who, beginning within six months after a student completes the applicable education 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 education program.
- "Placement Rate Employed in the Field" is calculated by dividing the number 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



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**STUDENT'S RIGHT TO CANCEL**

It is the policy of the school to comply with and conform to applicable government laws and regulations, to clearly state this policy to prospective enrollees before enrollment, and to consistently apply these policies.

**Student Rights with Respect to a Rejected Application**

If a student application is rejected for enrollment by the school, the student has a right to a full refund of any paid tuition at the time the student is notified of his or her rejection.

**Student Rights Regarding School Program Cancellation**

If the school cancels a program subsequent to a student's enrollment, the student has a right to receive a refund of all monies paid by the student.

**Student Rights Prior to the Start of Class or No Show**

If a student applicant accepted by the school cancels prior to the start of scheduled classes, or never attends class (no-show), the student has a right to a refund all monies paid, less non-refundable registration fees.

**Student's Right to Cancel Enrollment within Seven Business Days**

Students may stop their enrollment in the school and cancel their Enrollment Agreement with the school without any penalty or obligation, at any time within seven (7) business days following their first class session.

Students are required to cancel their enrollment **in writing** by submitting a signed and dated notice of cancellation via hand-delivery, U.S. mail, or express delivery to the school's offices located at 7283 Engineer Road, Suite H, San Diego, California, 92111. Student do not have a right to cancel their enrollment by telephone, email, or by not showing up and coming to class.

All student payments, enrollment documents, and/or negotiable instruments signed by the student shall be returned to the student no later than thirty (30) days from receipt of the student's written cancellation notice.

**Student Right to Cancel Enrollment after Seventh Business Day**

Student's also have right to cancel and stop their enrollment at any time after the seventh (7th) business day the student enrolls.

Students who cancel their enrollment after the seventh (7th) day following their first class session have a right to receive a refund of their student tuition for any portion of the course not received less registration fees and program instructional material charges. Students who have received any equipment must return the equipment within ten (10) days from the date of their written cancellation notice.

The school may retain an amount from any student refund equal to the cost of the equipment. The amount charged for each item of equipment shall be separately stated and shall not exceed the equipment's fair market value. The institution shall have the burden of proof to establish the equipment's fair market value.





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Employment Positions Determined to be within the Field for  
which Student's Received Education and Training in this Program



**Employment positions based on the United States  
Bureau of Labor Statistics Standard Occupational  
Classification Codes (SOC codes):**

<b>SOC Code</b>	<b>SOC Code Description</b>
43-3011	Bill and Account Collectors
43-3021	Billing and Posting Clerks
43-3031	Bookkeeping, Accounting, and Auditing Clerks
43-3051	Payroll and Timekeeping Clerks
43-3061	Procurement Clerks
43-3099	Financial Clerks, All Other
43-4051	Customer Service Representatives
43-3071	File Clerks
43-3081	Hotel, Motel, and Resort Desk Clerks
43-4131	Loan Interviewers and Clerks
43-4141	New Account Clerks
43-4151	Order Clerks
43-4161	Human Resources Assistants, Except Payroll and Timekeeping
43-4171	Receptionists and Information Clerks
43-4199	Information and Record Clerks, All Other
43-5061	Production, Planning, and Expediting Clerks
43-5071	Shipping, Receiving, and Traffic Clerks
43-5081	Stock Clerks and Order Fillers
43-9021	Data Entry Keyers
43-9061	Office Clerks, General
43-9099	Office and Administrative Support Workers, All Other



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**Federal Student Loan Debt**

N/A: Not Applicable

Most recent three year cohort default rate as reported by the United States Department of Education. <sup>1</sup>	The percentage of enrolled students in 2017 & 2016 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2017 & 2016 graduates who took out federal student loans at this institution.	The percentage of graduates 2017 & 2016 with federal student loans as calculated by the institution.
2017	N/A	N/A	N/A
2016	N/A	N/A	N/A

<sup>1</sup>The 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) most recent CDR reported by the U.S. Department of Education.

Students at the **ACCOUNTING ACADEMY** 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.

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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

**School Performance Fact Sheet**

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 licensing 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 telephone number (888) 370-7589 or by fax (916) 263-1897.

\_\_\_\_\_  
Student Name - Print

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Official

\_\_\_\_\_  
Date