

SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2016 and 2017
Class A Truck Driving - 160 Hours
San Diego Campus

On-Time Completion Rates (Graduation Rates)

| Calendar Year | Number of Students Who Began the Program | Students Available for Graduation | Number of On-Time Graduates | On-Time Completion Rate |
|---------------|--|-----------------------------------|-----------------------------|-------------------------|
| 2016 | 82 | 82 | 61 | 74.39% |
| 2017 | 144 | 144 | 116 | 80% |

Student's Initials: _____ Date: _____

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

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

| 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 |
|---------------|--------------------------------------|---------------------|------------------------------------|---------------------------------|--|
| 2016 | 0 | 0 | 0 | 0 | 0 |
| 2017 | 144 | 135 | 115 | 94 | 81.74% |

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. This is available from the Admissions and Placement departments.

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 | Graduate Employed in the Field at least 30 Hours Per Week | Total Graduates Employed in the Field |
|---------------|---|---|---------------------------------------|
| 2016 | 0 | 0 | 0 |
| 2017 | 0 | 94 | 94 |

Single Position vs. Concurrent Aggregated Position

| Calendar Year | Graduate 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 | 94 | 0 | 94 |

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

2425 Camino Del Rio S. #250, San Diego, CA 92108 | 619-296-2020 | www.drivetrucks.com

Self-Employed / Freelance Positions

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

Institutional Employment

| Calendar Year | Graduate 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 | Graduate Employed in the Field at least 30 Hours Per Week |
|---------------|--|---|
| 2016 | 0 | 0 |
| 2017 | 2 | 2 |

Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Student's Initials: _____ Date: _____

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

License Examination Passage Rates (continually administered exams)

| 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 | 71 | 71 | 39 | 32 | 54.93% |
| 2017 | 135 | 135 | 60 | 75 | 44.44% |

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

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 | \$30,000-\$35,000 | \$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 | 115 | 94 | 0 | 7 | 35 | 5 | 47 |

A list of sources used to substantiate salary disclosures is available from the school. See Admissions Staff.

Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Student's Initials: _____ Date: _____

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

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

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Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$4,950. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Students at United Truck Driving School 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.

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

Student Name - Print

Student Signature

Date

School Official

Date

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.

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

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Definitions, cont.

- "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.
- "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.

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

2425 Camino Del Rio S. #250, San Diego, CA 92108 | 619-296-2020 | www.drivetrucks.com

STUDENT'S RIGHT TO CANCEL

- 1. Cancellation and Refund Policy:** You have the right to cancel your enrollment agreement and obtain a refund of charges paid through attendance at 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. Cancellation period is through the first day of class or seven days after enrollment, whichever is later. Cancellation occurs when you give written notice of cancellation. You can do this by mail, in person, by email or fax. The notice of cancellation, if mailed, is effective when deposited in the mail, properly addressed with postage prepaid. This notice need not take any particular form, it needs only to state you wish to cancel the agreement. If you cancel the agreement, the school will issue refunds within 45 days after your notice is received.
- 2. Books are refundable in the seven day cancellation period as long as they are returned in good condition.**
- 3. You have the right to withdraw from School at any time.** If notice of cancellation is given during the cancellation period (cancellation period is through attendance at the first-class session or the seventh day after enrollment, whichever is later), School will remit a refund of 100% of the amount paid for institutional charges, registration fee, non-institutional fees of \$231 (medical exam, drug test and DMV permit fees) and any STRF fee, within 45 days following your withdrawal. After the cancellation period, the institution provides a pro rata refund of all funds paid for tuition charges to students who have completed 60 percent or less of the program. If you are entitled to a refund, you are obligated to pay only for educational services rendered. The refund shall be the amount you paid for tuition minus the hours of instruction you have not received but for which you have paid. If the amount you have paid is more than the amount that you owe, then a refund will be made within 45 days of withdrawal. If the amount that you owe is more than the amount that you paid, then you will have to make arrangements to pay it. Once more than 60 percent of the enrollment period in the entire course has elapsed (including absences), there will be no refund to the student. Refunds, when due, are made without requiring a request from the student. No tuition or fees will be retained for a student who does not commence class.

SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2016 and 2017
Class A/P Truck & Bus Driving - 186 Hours
San Diego Campus

On-Time Completion Rates (Graduation Rates)

| Calendar Year | Number of Students Who Began the Program | Students Available for Graduation | Number of On-Time Graduates | On-Time Completion Rate |
|---------------|--|-----------------------------------|-----------------------------|-------------------------|
| 2016 | 64 | 64 | 42 | 65.63% |
| 2017 | 71 | 71 | 53 | 75% |

Student's Initials: _____ Date: _____

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

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

| 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 |
|---------------|--------------------------------------|---------------------|------------------------------------|---------------------------------|--|
| 2016 | 0 | 0 | 0 | 0 | 0 |
| 2017 | 71 | 66 | 61 | 43 | 70.49% |

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. This is available from the Admissions and Placement departments.

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 | Graduate Employed in the Field at least 30 Hours Per Week | Total Graduates Employed in the Field |
|---------------|---|---|---------------------------------------|
| 2016 | 0 | 0 | 0 |
| 2017 | 0 | 43 | 43 |

Single Position vs. Concurrent Aggregated Position

| Calendar Year | Graduate 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 | 43 | 0 | 43 |

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Self-Employed / Freelance Positions

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

Institutional Employment

| Calendar Year | Graduate 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 | Graduate Employed in the Field at least 30 Hours Per Week |
|---------------|--|---|
| 2016 | 0 | 0 |
| 2017 | 0 | 0 |

Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Student's Initials: _____ Date: _____

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

License Examination Passage Rates (continually administered exams)

| 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 | 49 | 49 | 22 | 27 | 44.89% |
| 2017 | 66 | 66 | 39 | 27 | 59.09% |

licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

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 | \$30,000-\$35,000 | \$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 | 61 | 43 | 0 | 4 | 15 | 2 | 22 |

A list of sources used to substantiate salary disclosures is available from the school. See Admissions Staff.

Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Student's Initials: _____ Date: _____

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UNITED TRUCK & CAR DRIVING SCHOOL, INC.

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Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$5,450. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Students at United Truck Driving School 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: _____

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Student Name - Print

Student Signature

Date

School Official

Date

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.

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Definitions, cont.

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- “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.
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- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

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STUDENT'S RIGHT TO CANCEL

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- 2. Books are refundable in the seven day cancellation period as long as they are returned in good condition.**
- 3. You have the right to withdraw from School at any time.** If notice of cancellation is given during the cancellation period (cancellation period is through attendance at the first-class session or the seventh day after enrollment, whichever is later), School will remit a refund of 100% of the amount paid for institutional charges, registration fee, non-institutional fees of \$231 (medical exam, drug test and DMV permit fees) and any STRF fee, within 45 days following your withdrawal. After the cancellation period, the institution provides a pro rata refund of all funds paid for tuition charges to students who have completed 60 percent or less of the program. If you are entitled to a refund, you are obligated to pay only for educational services rendered. The refund shall be the amount you paid for tuition minus the hours of instruction you have not received but for which you have paid. If the amount you have paid is more than the amount that you owe, then a refund will be made within 45 days of withdrawal. If the amount that you owe is more than the amount that you paid, then you will have to make arrangements to pay it. Once more than 60 percent of the enrollment period in the entire course has elapsed (including absences), there will be no refund to the student. Refunds, when due, are made without requiring a request from the student. No tuition or fees will be retained for a student who does not commence class.

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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2016 and 2017
Class B/P Truck & Bus Driving - 120 Hours
San Diego Campus

On-Time Completion Rates (Graduation Rates)

| Calendar Year | Number of Students Who Began the Program | Students Available for Graduation | Number of On-Time Graduates | On-Time Completion Rate |
|---------------|--|-----------------------------------|-----------------------------|-------------------------|
| 2016 | 23 | 23 | 13 | 56.5% |
| 2017 | 14 | 14 | 14 | 100% |

Student's Initials: _____ Date: _____

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

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

| 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 |
|---------------|--------------------------------------|---------------------|------------------------------------|---------------------------------|--|
| 2016 | 0 | 0 | 0 | 0 | 0 |
| 2017 | 14 | 14 | 14 | 6 | 42.86% |

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. This is available from the Admissions and Placement departments.

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 | Graduate Employed in the Field at least 30 Hours Per Week | Total Graduates Employed in the Field |
|---------------|---|---|---------------------------------------|
| 2016 | 0 | 0 | 0 |
| 2017 | 0 | 6 | 6 |

Single Position vs. Concurrent Aggregated Position

| Calendar Year | Graduate 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 | 6 | 0 | 6 |

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Self-Employed / Freelance Positions

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

Institutional Employment

| Calendar Year | Graduate 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 | Graduate Employed in the Field at least 30 Hours Per Week |
|---------------|--|---|
| 2016 | 0 | 0 |
| 2017 | 0 | 0 |

Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Student's Initials: _____ Date: _____

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

License Examination Passage Rates (continually administered exams)

| 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 | 22 | 22 | 16 | 6 | 72.73% |
| 2017 | 14 | 14 | 11 | 3 | 78.57% |

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

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 | \$30,000-\$35,000 | \$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 | 14 | 6 | 0 | 3 | 0 | 0 | 3 |

A list of sources used to substantiate salary disclosures is available from the school. See Admissions Staff.

Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Student's Initials: _____ Date: _____

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UNITED TRUCK & CAR DRIVING SCHOOL, INC.

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Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$3,750. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Students at United Truck Driving School 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: _____

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Student Name - Print

Student Signature

Date

School Official

Date

Definitions

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UNITED TRUCK & CAR DRIVING SCHOOL, INC.

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Definitions, cont.

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- 1. Cancellation and Refund Policy: You have the right to cancel your enrollment agreement and obtain a refund of charges paid through attendance at 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. Cancellation period is through the first day of class or seven days after enrollment, whichever is later. Cancellation occurs when you give written notice of cancellation. You can do this by mail, in person, by email or fax. The notice of cancellation, if mailed, is effective when deposited in the mail, properly addressed with postage prepaid. This notice need not take any particular form, it needs only to state you wish to cancel the agreement. If you cancel the agreement, the school will issue refunds within 45 days after your notice is received.**
- 2. Books are refundable in the seven day cancellation period as long as they are returned in good condition.**
- 3. You have the right to withdraw from School at any time. If notice of cancellation is given during the cancellation period (cancellation period is through attendance at the first-class session or the seventh day after enrollment, whichever is later), School will remit a refund of 100% of the amount paid for institutional charges, registration fee, non-institutional fees of \$231 (medical exam, drug test and DMV permit fees) and any STRF fee, within 45 days following your withdrawal. After the cancellation period, the institution provides a pro rata refund of all funds paid for tuition charges to students who have completed 60 percent or less of the program. If you are entitled to a refund, you are obligated to pay only for educational services rendered. The refund shall be the amount you paid for tuition minus the hours of instruction you have not received but for which you have paid. If the amount you have paid is more than the amount that you owe, then a refund will be made within 45 days of withdrawal. If the amount that you owe is more than the amount that you paid, then you will have to make arrangements to pay it. Once more than 60 percent of the enrollment period in the entire course has elapsed (including absences), there will be no refund to the student. Refunds, when due, are made without requiring a request from the student. No tuition or fees will be retained for a student who does not commence class.**

SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2016 and 2017
Class A Truck Driving - 160 Hours
Riverside Campus

On-Time Completion Rates (Graduation Rates)

| Calendar Year | Number of Students Who Began the Program | Students Available for Graduation | Number of On-Time Graduates | On-Time Completion Rate |
|---------------|--|-----------------------------------|-----------------------------|-------------------------|
| 2016 | 64 | 64 | 54 | 84.38% |
| 2017 | 62 | 62 | 55 | 88.7% |

Student's Initials: _____ Date: _____

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

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

| 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 |
|---------------|--------------------------------------|---------------------|------------------------------------|---------------------------------|--|
| 2016 | 0 | 0 | 0 | 0 | 0 |
| 2017 | 62 | 57 | 52 | 46 | 88.46% |

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. This is available from the Admissions and Placement departments.

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 | Graduate Employed in the Field at least 30 Hours Per Week | Total Graduates Employed in the Field |
|---------------|---|---|---------------------------------------|
| 2016 | 0 | 0 | 0 |
| 2017 | 0 | 46 | 46 |

Single Position vs. Concurrent Aggregated Position

| Calendar Year | Graduate 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 | 46 | 0 | 46 |

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

2425 Camino Del Rio S. #250, San Diego, CA 92108 | 619-296-2020 | www.drivetrucks.com

Self-Employed / Freelance Positions

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

Institutional Employment

| Calendar Year | Graduate 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 | Graduate Employed in the Field at least 30 Hours Per Week |
|---------------|--|---|
| 2016 | 0 | 0 |
| 2017 | 0 | 0 |

Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Student's Initials: _____ Date: _____

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

License Examination Passage Rates (continually administered exams)

| 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 | 54 | 54 | 20 | 34 | 37.04% |
| 2017 | 57 | 57 | 14 | 43 | 24.56% |

License examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

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 | \$30,000-\$35,000 | \$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 | 57 | 46 | 0 | 3 | 14 | 4 | 25 |

A list of sources used to substantiate salary disclosures is available from the school. See Admissions Staff.

Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Student's Initials: _____ Date: _____

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

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

2425 Camino Del Rio S. #250, San Diego, CA 92108 | 619-296-2020 | www.drivetrucks.com

Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$4,950. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Students at United Truck Driving School 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.

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

Student Name - Print

Student Signature

Date

School Official

Date

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.

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

2425 Camino Del Rio S. #250, San Diego, CA 92108 | 619-296-2020 | www.drivetrucks.com

Definitions, cont.

- "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.
- "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.

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

2425 Camino Del Rio S. #250, San Diego, CA 92108 | 619-296-2020 | www.drivetrucks.com

STUDENT'S RIGHT TO CANCEL

- 1. Cancellation and Refund Policy:** You have the right to cancel your enrollment agreement and obtain a refund of charges paid through attendance at 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. Cancellation period is through the first day of class or seven days after enrollment, whichever is later. Cancellation occurs when you give written notice of cancellation. You can do this by mail, in person, by email or fax. The notice of cancellation, if mailed, is effective when deposited in the mail, properly addressed with postage prepaid. This notice need not take any particular form, it needs only to state you wish to cancel the agreement. If you cancel the agreement, the school will issue refunds within 45 days after your notice is received.
- 2. Books are refundable in the seven day cancellation period as long as they are returned in good condition.**
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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2016 and 2017
Class A/P Truck & Bus Driving - 186 Hours
Riverside Campus

On-Time Completion Rates (Graduation Rates)

| Calendar Year | Number of Students Who Began the Program | Students Available for Graduation | Number of On-Time Graduates | On-Time Completion Rate |
|---------------|--|-----------------------------------|-----------------------------|-------------------------|
| 2016 | 36 | 36 | 24 | 66.67% |
| 2017 | 80 | 80 | 61 | 76.25% |

Student's Initials: _____ Date: _____

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

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

| 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 |
|---------------|--------------------------------------|---------------------|------------------------------------|---------------------------------|--|
| 2016 | 0 | 0 | 0 | 0 | 0 |
| 2017 | 80 | 72 | 63 | 59 | 93.65% |

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. This is available from the Admissions and Placement departments.

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 | Graduate Employed in the Field at least 30 Hours Per Week | Total Graduates Employed in the Field |
|---------------|---|---|---------------------------------------|
| 2016 | 0 | 0 | 0 |
| 2017 | 0 | 59 | 59 |

Single Position vs. Concurrent Aggregated Position

| Calendar Year | Graduate 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 | 59 | 0 | 59 |

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

2425 Camino Del Rio S. #250, San Diego, CA 92108 | 619-296-2020 | www.drivetrucks.com

Self-Employed / Freelance Positions

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

Institutional Employment

| Calendar Year | Graduate 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 | Graduate Employed in the Field at least 30 Hours Per Week |
|---------------|--|---|
| 2016 | 0 | 0 |
| 2017 | 0 | 0 |

Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Student's Initials: _____ Date: _____

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

License Examination Passage Rates (continually administered exams)

| 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 | 24 | 24 | 8 | 16 | 33.33% |
| 2017 | 72 | 72 | 31 | 41 | 43.06% |

License examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

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 | \$30,000-\$35,000 | \$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 | 63 | 59 | 0 | 5 | 20 | 4 | 30 |

A list of sources used to substantiate salary disclosures is available from the school. See Admissions Staff.

Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Student's Initials: _____ Date: _____

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

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

2425 Camino Del Rio S. #250, San Diego, CA 92108 | 619-296-2020 | www.drivetrucks.com

Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$5,450. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Students at United Truck Driving School 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: _____

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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.

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Student Name - Print

Student Signature

Date

School Official

Date

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.

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

2425 Camino Del Rio S. #250, San Diego, CA 92108 | 619-296-2020 | www.drivetrucks.com

Definitions, cont.

- "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
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- "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
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- "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.

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

2425 Camino Del Rio S. #250, San Diego, CA 92108 | 619-296-2020 | www.drivetrucks.com

STUDENT'S RIGHT TO CANCEL

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- 2. Books are refundable in the seven day cancellation period as long as they are returned in good condition.**
- 3. You have the right to withdraw from School at any time.** If notice of cancellation is given during the cancellation period (cancellation period is through attendance at the first-class session or the seventh day after enrollment, whichever is later), School will remit a refund of 100% of the amount paid for institutional charges, registration fee, non-institutional fees of \$231 (medical exam, drug test and DMV permit fees) and any STRF fee, within 45 days following your withdrawal. After the cancellation period, the institution provides a pro rata refund of all funds paid for tuition charges to students who have completed 60 percent or less of the program. If you are entitled to a refund, you are obligated to pay only for educational services rendered. The refund shall be the amount you paid for tuition minus the hours of instruction you have not received but for which you have paid. If the amount you have paid is more than the amount that you owe, then a refund will be made within 45 days of withdrawal. If the amount that you owe is more than the amount that you paid, then you will have to make arrangements to pay it. Once more than 60 percent of the enrollment period in the entire course has elapsed (including absences), there will be no refund to the student. Refunds, when due, are made without requiring a request from the student. No tuition or fees will be retained for a student who does not commence class.

SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2016 and 2017
Class B/P Truck & Bus Driving - 120 Hours
Riverside Campus

On-Time Completion Rates (Graduation Rates)

| Calendar Year | Number of Students Who Began the Program | Students Available for Graduation | Number of On-Time Graduates | On-Time Completion Rate |
|---------------|--|-----------------------------------|-----------------------------|-------------------------|
| 2016 | 10 | 10 | 8 | 80% |
| 2017 | 8 | 8 | 6 | 75% |

Student's Initials: _____ Date: _____

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

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

| 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 |
|---------------|--------------------------------------|---------------------|------------------------------------|---------------------------------|--|
| 2016 | 0 | 0 | 0 | 0 | 0 |
| 2017 | 8 | 6 | 6 | 4 | 66.67% |

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. This is available from the Admissions and Placement departments.

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 | Graduate Employed in the Field at least 30 Hours Per Week | Total Graduates Employed in the Field |
|---------------|---|---|---------------------------------------|
| 2016 | 0 | 0 | 0 |
| 2017 | 0 | 4 | 4 |

Single Position vs. Concurrent Aggregated Position

| Calendar Year | Graduate 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 | 4 | 0 | 4 |

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

2425 Camino Del Rio S. #250, San Diego, CA 92108 | 619-296-2020 | www.drivetrucks.com

Self-Employed / Freelance Positions

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

Institutional Employment

| Calendar Year | Graduate 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 | Graduate Employed in the Field at least 30 Hours Per Week |
|---------------|--|---|
| 2016 | 0 | 0 |
| 2017 | 0 | 0 |

Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Student's Initials: _____ Date: _____

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

License Examination Passage Rates (continually administered exams)

| 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 | 8 | 8 | 7 | 1 | 87.5% |
| 2017 | 6 | 6 | 5 | 1 | 83.33% |

licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

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 | \$30,000-\$35,000 | \$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 | 6 | 4 | 0 | 3 | 0 | 0 | 1 |

A list of sources used to substantiate salary disclosures is available from the school. See Admissions Staff.

Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Student's Initials: _____ Date: _____

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

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

2425 Camino Del Rio S. #250, San Diego, CA 92108 | 619-296-2020 | www.drivetrucks.com

Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$3,750. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Students at United Truck Driving School 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.

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Student Name - Print

Student Signature

Date

School Official

Date

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.

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

2425 Camino Del Rio S. #250, San Diego, CA 92108 | 619-296-2020 | www.drivetrucks.com

Definitions, cont.

- “150% Graduates” is the number of students who completed the program within 150% of the program length (includes on-time graduates).
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- “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.

UNITED TRUCK & CAR DRIVING SCHOOL, INC.

2425 Camino Del Rio S. #250, San Diego, CA 92108 | 619-296-2020 | www.drivetrucks.com

STUDENT'S RIGHT TO CANCEL

- 1. Cancellation and Refund Policy:** You have the right to cancel your enrollment agreement and obtain a refund of charges paid through attendance at 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. Cancellation period is through the first day of class or seven days after enrollment, whichever is later. Cancellation occurs when you give written notice of cancellation. You can do this by mail, in person, by email or fax. The notice of cancellation, if mailed, is effective when deposited in the mail, properly addressed with postage prepaid. This notice need not take any particular form, it needs only to state you wish to cancel the agreement. If you cancel the agreement, the school will issue refunds within 45 days after your notice is received.
- 2. Books are refundable in the seven day cancellation period as long as they are returned in good condition.**
- 3. You have the right to withdraw from School at any time.** If notice of cancellation is given during the cancellation period (cancellation period is through attendance at the first-class session or the seventh day after enrollment, whichever is later), School will remit a refund of 100% of the amount paid for institutional charges, registration fee, non-institutional fees of \$231 (medical exam, drug test and DMV permit fees) and any STRF fee, within 45 days following your withdrawal. After the cancellation period, the institution provides a pro rata refund of all funds paid for tuition charges to students who have completed 60 percent or less of the program. If you are entitled to a refund, you are obligated to pay only for educational services rendered. The refund shall be the amount you paid for tuition minus the hours of instruction you have not received but for which you have paid. If the amount you have paid is more than the amount that you owe, then a refund will be made within 45 days of withdrawal. If the amount that you owe is more than the amount that you paid, then you will have to make arrangements to pay it. Once more than 60 percent of the enrollment period in the entire course has elapsed (including absences), there will be no refund to the student. Refunds, when due, are made without requiring a request from the student. No tuition or fees will be retained for a student who does not commence class.

