

## SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2017 & 2018

### Class A Commercial Drivers License Program (160 Hours)

#### 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
2018	27	27	27	100%
2017	25	25	23	92%

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
2018	27	27	27	20	74%
2017	25	23	23	17	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. To obtain this list, please ask an institutional representative or you can review the list from the institution's website at <http://www.acdltruckdriver.com/files/jobclassifications.pdf>.

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

##### Part-Time vs. Full-Time Employment

Calendar Year	Graduates 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
2018	0	20	20
2017	0	17	17

##### Single Position vs. Concurrent Aggregated Position

Calendar 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
2018	20	0	20
2017	17	0	17

**Self-Employed / Freelance Positions**

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2018	0	20
2017	0	17

**Institutional Employment**

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
2018	0	20
2017	0	17

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

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

**License Examination Passage Rates (includes data for the two calendar years prior to reporting)**

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
2018	27	27	21	6	78%
2017	25	23	20	3	87%

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 the Field	Annual Salary and Wages Reported by Graduates Employed in the Field. <sup>3</sup>	
			\$25,001 - \$30,000	\$30,001-\$35,000
2018	27	20	1	0
2017	23	17	3	0

	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	\$50,001 - \$55,000	\$55,001-\$60,000
<b>2018</b>	2	2	2	9	2
<b>2017</b>	1	7	2	3	n/a

	\$60,001-\$65,000	\$65,001 - \$70,000	\$70,001-\$75,000	\$75,001-\$80,000	\$80,001-\$85,000
<b>2018</b>	0	0	0	1	0
<b>2017</b>	n/a	n/a	n/a	n/a	n/a

	\$85,001 - \$90,000	\$90,001-\$95,000	\$95,001 - \$100,000	\$100,001+	Students Not Reporting Salary
<b>2018</b>	0	0	0	0	1
<b>2017</b>	n/a	n/a	n/a	n/a	1

A list of sources used to substantiate salary disclosures is available from the school. To obtain this list, please ask an institutional representative where to view this list.

**Student's 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 2018: **\$5,041**. Total charges for the program for students completing on-time in 2017: **\$5,038**. 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.**

Students at ACADEMY OF TRUCK DRIVING 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 Capital Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-7589, Fax: 916-263-1897.

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Student Name – Print

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Student Signature

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Date

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School Official

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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.
- “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.

## "STUDENT'S RIGHT TO CANCEL"

Your cancellation rights are:

- **RESCISSION OF ENROLLMENT:** You have the right to cancel the Student Enrollment and Program Agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. (Ed. Code §94909(a)(8)(B))

**Date by which the student must exercise his or her right to rescind enrollment:**

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### "CANCELLATION PROCEDURE AND REFUND POLICY"

To cancel your enrollment, mail or deliver a signed and dated copy of a "Cancellation Notice and Refund Request Form" to:

**Academy of Truck Driving  
Attn: Oakland Site Administrator  
2585 Buna Street, Bldg. 99  
Oakland, CA 94607**

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

**REMEMBER, YOU MUST CANCEL IN WRITING.** You do not have the right to cancel just by telephoning the school or by not coming to class. Your cancellation request will only be accepted in writing. If you simply telephone or stop attending class, it will not be considered an official cancellation. A withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance. Students are entitled to a refund of 100 percent of the amount paid for institutional charges, less the \$250 registration fee, if notice of cancellation is made through attendance at the first-class session, or the seventh day after enrollment, whichever is later. Students who have completed 60% or less of the program hours are entitled to a pro rata refund of any unearned institutional charges if the student cancels the enrollment agreement or withdraws during the period of attendance. Tuition refund policy does not apply to students who have completed the program hours or have completed more than 60% of the program hours. Students who have completed more than 60% of the program hours are deemed substantially completed and are not eligible to receive any refund. Any student requesting to start late or finish early, and who receives training from ATD and a commercial license, is not eligible to receive any refund.

Upon receipt of the cancellation notice, any payment you have made, less nonrefundable fees, and any negotiable instrument signed by you will be returned, in accordance with the Program Refund Calculation Chart, within 45 days following ATD's receipt of your cancellation notice. If you lose your copy of the Student Enrollment and Program Agreement or any other document, ask the ATD Enrollment Representative for a replacement copy.

## Program Refund Calculations Chart

Refund examples are based on the percentage of clock hours completed. The amount owed by the student is calculated by multiplying the total hourly charge for instruction by the number of hours attended. The hourly charge for instruction is derived by calculating the total institutional charge, less any non-refundable fees, divided by the number of program hours. The hourly charge for instruction is then multiplied by the total hours attended by the student to calculate the amount owed by the student. If the tuition has been paid in full, the following reflects a refund for the amount paid in excess by the student:

		I	I	III	IV	V
Percent of Attendance	Refund %	Class A Standard \$5,041	Class B Standard \$4,041	A/B Refresher \$2,491	Express A/B \$1,991	Super Session \$6,141
Sample refund calculation if cancellation is made through attendance at the first-class session, or the seventh day after enrollment, whichever is later.						
		Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250
n/a	n/a	4,791.00	3,791.00	2,241.00	1,741.00	5,891.00
Sample refund calculation if cancellation is made after attendance at the first-class session, or the eighth day after enrollment.						
		Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541
10%	90%	4,050.00	3,150.00	1,755.00	1,305.00	5,040.00
25%	75%	3,375.00	2,625.00	1,462.50	1,087.50	4,200.00
40%	60%	2,700.00	2,100.00	1,170.00	870.00	3,360.00
50%	50%	2,250.00	1,750.00	975.00	725.00	2,800.00
60%	40%	1,800.00	1,400.00	780.00	580.00	2,240.00
Over 60%	0%	0.00	0.00	0.00	0.00	0.00

If you have any questions regarding our refund policy and/or these calculations, please contact your ATD Student Enrollment Representative. If you have questions or concerns which have not been satisfactorily addressed by Academy of Truck Driving (ATD) or if the school closes before you complete your program(s), you may be entitled to a refund by contacting

**Department of Consumer Affairs, Bureau for Private Postsecondary Education,**

**Mailing Address** P. O. Box 980818, West Sacramento, CA 95798,

**Physical Address:** 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833

**<http://www.bppe.ca.gov>**

**Phone Number:** (916) 431-6959 **Toll Free:** (888) 370-7589 **Fax Number:** (916) 263-1897

## SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2017 & 2018

### Class B Commercial Drivers License Program (120 Hours)

#### 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
2018	12	12	11	92%
2017	5	5	4	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
2018	12	11	11	8	73%
2017	5	4	4	3	75%

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. To obtain this list, please ask an institutional representative or you can review the list from the institution's website at <http://www.acdltruckdriver.com/files/jobclassifications.pdf>.

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

##### Part-Time vs. Full-Time Employment

Calendar Year	Graduates 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
2018	1	7	8
2017	0	3	3

##### Single Position vs. Concurrent Aggregated Position

Calendar 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
2018	8	0	8
2017	3	0	3

**Self-Employed / Freelance Positions**

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2018	0	8
2017	0	3

**Institutional Employment**

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
2018	0	8
2017	0	3

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

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

**License Examination Passage Rates (includes data for the two calendar years prior to reporting)**

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
2018	11	11	10	1	91%
2017	4	4	4	0	100%

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: \_\_\_\_\_

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**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 the Field	Annual Salary and Wages Reported by Graduates Employed in the Field. <sup>3</sup>		
			\$20,001 - \$25,000	\$25,001 - \$30,000	\$30,001-\$35,000
2018	11	8	1	0	3
2017	4	3	0	0	1



	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	\$50,001 - \$55,000	\$55,001-\$60,000
<b>2018</b>	0	0	0	0	1
<b>2017</b>	1	1	0	0	0

	\$60,001-\$65,000	\$65,001 - \$70,000	\$70,001-\$75,000	\$75,001-\$80,000	\$80,001-\$85,000
<b>2018</b>	0	0	0	0	0
<b>2017</b>	0	0	0	0	0

	\$85,001 - \$90,000	\$90,001-\$95,000	\$95,001 - \$100,000	\$100,001+	Students Not Reporting Salary
<b>2018</b>	0	0	0	0	3
<b>2017</b>	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. To obtain this list, please ask an institutional representative where to view this list.

**Student's 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 2018: **\$4,041**. Total charges for the program for students completing on-time in 2017: **\$4,038**. 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.**

Students at ACADEMY OF TRUCK DRIVING 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.

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Student Name – Print

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Student Signature

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Date

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School Official

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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.
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- “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 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.
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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.
- “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.

## **"STUDENT'S RIGHT TO CANCEL"**

Your cancellation rights are:

- **RESCISSION OF ENROLLMENT:** You have the right to cancel the Student Enrollment and Program Agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. (Ed. Code §94909(a)(8)(B))

**Date by which the student must exercise his or her right to rescind enrollment:**

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### **"CANCELLATION PROCEDURE AND REFUND POLICY"**

To cancel your enrollment, mail or deliver a signed and dated copy of a "Cancellation Notice and Refund Request Form" to:

**Academy of Truck Driving  
Attn: Oakland Site Administrator  
2585 Bona Street, Bldg. 99  
Oakland, CA 94607**

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

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Upon receipt of the cancellation notice, any payment you have made, less nonrefundable fees, and any negotiable instrument signed by you will be returned, in accordance with the Program Refund Calculation Chart, within 45 days following ATD's receipt of your cancellation notice. If you lose your copy of the Student Enrollment and Program Agreement or any other document, ask the ATD Enrollment Representative for a replacement copy.

## Program Refund Calculations Chart

Refund examples are based on the percentage of clock hours completed. The amount owed by the student is calculated by multiplying the total hourly charge for instruction by the number of hours attended. The hourly charge for instruction is derived by calculating the total institutional charge, less any non-refundable fees, divided by the number of program hours. The hourly charge for instruction is then multiplied by the total hours attended by the student to calculate the amount owed by the student. If the tuition has been paid in full, the following reflects a refund for the amount paid in excess by the student:

		I	I	III	IV	V
Percent of Attendance	Refund %	Class A Standard \$5,041	Class B Standard \$4,041	A/B Refresher \$2,491	Express A/B \$1,991	Super Session \$6,141
Sample refund calculation if cancellation is made through attendance at the first-class session, or the seventh day after enrollment, whichever is later.						
		Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250
n/a	n/a	4,791.00	3,791.00	2,241.00	1,741.00	5,891.00
Sample refund calculation if cancellation is made after attendance at the first-class session, or the eighth day after enrollment.						
		Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541
10%	90%	4,050.00	3,150.00	1,755.00	1,305.00	5,040.00
25%	75%	3,375.00	2,625.00	1,462.50	1,087.50	4,200.00
40%	60%	2,700.00	2,100.00	1,170.00	870.00	3,360.00
50%	50%	2,250.00	1,750.00	975.00	725.00	2,800.00
60%	40%	1,800.00	1,400.00	780.00	580.00	2,240.00
Over 60%	0%	0.00	0.00	0.00	0.00	0.00

If you have any questions regarding our refund policy and/or these calculations, please contact your ATD Student Enrollment Representative. If you have questions or concerns which have not been satisfactorily addressed by Academy of Truck Driving (ATD) or if the school closes before you complete your program(s), you may be entitled to a refund by contacting

**Department of Consumer Affairs, Bureau for Private Postsecondary Education,**

**Mailing Address** P. O. Box 980818, West Sacramento, CA 95798,

**Physical Address:** 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833

**<http://www.bppe.ca.gov>**

**Phone Number:** (916) 431-6959 **Toll Free:** (888) 370-7589 **Fax Number:** (916) 263-1897

## SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2017 & 2018

### Commercial Drivers Refresher Program (60 Hours)

#### 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
2018	7	7	7	100%
2017	9	9	8	89%

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
2018	7	7	7	6	86%
2017	9	8	8	6	75%

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. To obtain this list, please ask an institutional representative or you can review the list from the institution's website at <http://www.acdltruckdriver.com/files/jobclassifications.pdf>.

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

##### Part-Time vs. Full-Time Employment

Calendar Year	Graduates 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
2018	0	6	6
2017	0	6	6

##### Single Position vs. Concurrent Aggregated Position

Calendar 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
2018	6	0	6
2017	6	0	6

**Self-Employed / Freelance Positions**

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2018	0	6
2017	0	6

**Institutional Employment**

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
2018	0	6
2017	0	6

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

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

**License Examination Passage Rates (includes data for the two calendar years prior to reporting)**

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
2018	6	5	5	0	100%
2017	8	6	6	0	100%

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 the Field	Annual Salary and Wages Reported by Graduates Employed in the Field. <sup>3</sup>	
			\$25,001 - \$30,000	\$30,001-\$35,000
2018	6	6	0	0
2017	8	6	0	0

	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	\$50,001 - \$55,000	\$55,001-\$60,000
<b>2018</b>	0	0	0	0	0
<b>2017</b>	1	0	0	2	0

	\$60,001-\$65,000	\$65,001 - \$70,000	\$70,001-\$75,000	\$75,001-\$80,000	\$80,001-\$85,000
<b>2018</b>	1	0	0	0	0
<b>2017</b>	0	0	0	0	0

	\$85,001 - \$90,000	\$90,001-\$95,000	\$95,001 - \$100,000	\$100,001+	Students Not Reporting Salary
<b>2018</b>	0	0	1	0	4
<b>2017</b>	0	0	0	0	3

A list of sources used to substantiate salary disclosures is available from the school. To obtain this list, please ask an institutional representative where to view this list.

**Student's 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 2018: **\$2,491**. Total charges for the program for students completing on-time in 2017: **\$2,488**. 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.**

Students at ACADEMY OF TRUCK DRIVING 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 Capital Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-7589, Fax: 916-263-1897.

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Student Name – Print

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Student Signature

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Date

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School Official

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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.
- “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.



## **"STUDENT'S RIGHT TO CANCEL"**

Your cancellation rights are:

- **RESCISSION OF ENROLLMENT:** You have the right to cancel the Student Enrollment and Program Agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. (Ed. Code §94909(a)(8)(B))

**Date by which the student must exercise his or her right to rescind enrollment:**

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### **"CANCELLATION PROCEDURE AND REFUND POLICY"**

To cancel your enrollment, mail or deliver a signed and dated copy of a "Cancellation Notice and Refund Request Form" to:

**Academy of Truck Driving  
Attn: Oakland Site Administrator  
2585 Buna Street, Bldg. 99  
Oakland, CA 94607**

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

**REMEMBER, YOU MUST CANCEL IN WRITING.** You do not have the right to cancel just by telephoning the school or by not coming to class. Your cancellation request will only be accepted in writing. If you simply telephone or stop attending class, it will not be considered an official cancellation. A withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance. Students are entitled to a refund of 100 percent of the amount paid for institutional charges, less the \$250 registration fee, if notice of cancellation is made through attendance at the first-class session, or the seventh day after enrollment, whichever is later. Students who have completed 60% or less of the program hours are entitled to a pro rata refund of any unearned institutional charges if the student cancels the enrollment agreement or withdraws during the period of attendance. Tuition refund policy does not apply to students who have completed the program hours or have completed more than 60% of the program hours. Students who have completed more than 60% of the program hours are deemed substantially completed and are not eligible to receive any refund. Any student requesting to start late or finish early, and who receives training from ATD and a commercial license, is not eligible to receive any refund.

Upon receipt of the cancellation notice, any payment you have made, less nonrefundable fees, and any negotiable instrument signed by you will be returned, in accordance with the Program Refund Calculation Chart, within 45 days following ATD's receipt of your cancellation notice. If you lose your copy of the Student Enrollment and Program Agreement or any other document, ask the ATD Enrollment Representative for a replacement copy.

## Program Refund Calculations Chart

Refund examples are based on the percentage of clock hours completed. The amount owed by the student is calculated by multiplying the total hourly charge for instruction by the number of hours attended. The hourly charge for instruction is derived by calculating the total institutional charge, less any non-refundable fees, divided by the number of program hours. The hourly charge for instruction is then multiplied by the total hours attended by the student to calculate the amount owed by the student. If the tuition has been paid in full, the following reflects a refund for the amount paid in excess by the student:

		I	I	III	IV	V
Percent of Attendance	Refund %	Class A Standard \$5,041	Class B Standard \$4,041	A/B Refresher \$2,491	Express A/B \$1,991	Super Session \$6,141
Sample refund calculation if cancellation is made through attendance at the first-class session, or the seventh day after enrollment, whichever is later.						
		Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250
n/a	n/a	4,791.00	3,791.00	2,241.00	1,741.00	5,891.00
Sample refund calculation if cancellation is made after attendance at the first-class session, or the eighth day after enrollment.						
		Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541
10%	90%	4,050.00	3,150.00	1,755.00	1,305.00	5,040.00
25%	75%	3,375.00	2,625.00	1,462.50	1,087.50	4,200.00
40%	60%	2,700.00	2,100.00	1,170.00	870.00	3,360.00
50%	50%	2,250.00	1,750.00	975.00	725.00	2,800.00
60%	40%	1,800.00	1,400.00	780.00	580.00	2,240.00
Over 60%	0%	0.00	0.00	0.00	0.00	0.00

If you have any questions regarding our refund policy and/or these calculations, please contact your ATD Student Enrollment Representative. If you have questions or concerns which have not been satisfactorily addressed by Academy of Truck Driving (ATD) or if the school closes before you complete your program(s), you may be entitled to a refund by contacting

**Department of Consumer Affairs, Bureau for Private Postsecondary Education,**

**Mailing Address** P. O. Box 980818, West Sacramento, CA 95798,

**Physical Address:** 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833

**<http://www.bppe.ca.gov>**

**Phone Number:** (916) 431-6959 **Toll Free:** (888) 370-7589 **Fax Number:** (916) 263-1897

**SCHOOL PERFORMANCE FACT SHEET  
 CALENDAR YEARS 2017 & 2018**

**Commercial Driver Class A or B Express (35 Hours)**

**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
2018	49	49	49	100%
2017	48	48	47	98%

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
2018	49	49	49	49	100%
2017	48	47	47	44	94%

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. To obtain this list, please ask an institutional representative or you can review the list from the institution's website at <http://www.acdltruckdriver.com/files/jobclassifications.pdf>.

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

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

Calendar Year	Graduates 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
2018	0	49	49
2017	0	44	44

**Single Position vs. Concurrent Aggregated Position**

Calendar 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
2018	49	0	49
2017	44	0	44

**Self-Employed / Freelance Positions**

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2018	0	49
2017	0	44

**Institutional Employment**

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
2018	0	49
2017	0	44

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

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

**License Examination Passage Rates (includes data for the two calendar years prior to reporting)**

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
2018	49	0	0	0	0%
2017	47	47	43	4	91%

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 the Field	Annual Salary and Wages Reported by Graduates Employed in the Field. <sup>3</sup>	
			\$25,001 - \$30,000	\$30,001-\$35,000
2018	49	49	0	5
2017	47	44	0	16

	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	\$50,001 - \$55,000	\$55,001-\$60,000
<b>2018</b>	0	0	1	14	12
<b>2017</b>	0	0	0	28	0

	\$60,001-\$65,000	\$65,001 - \$70,000	\$70,001-\$75,000	\$75,001-\$80,000	\$80,001-\$85,000
<b>2018</b>	0	0	0	0	0
<b>2017</b>	0	0	0	0	0

	\$85,001 - \$90,000	\$90,001-\$95,000	\$95,001 - \$100,000	\$100,001+	Students Not Reporting Salary
<b>2018</b>	0	0	0	0	0
<b>2017</b>	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. To obtain this list, please ask an institutional representative where to view this list.

**Student's 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 2018: **\$1,991**. Total charges for the program for students completing on-time in 2017: **\$1,988**. 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.**

Students at ACADEMY OF TRUCK DRIVING 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 Capital Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-7589, Fax: 916-263-1897.

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Student Name – Print

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Student Signature

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Date

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School Official

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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.
- “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.

## "STUDENT'S RIGHT TO CANCEL"

Your cancellation rights are:

- **RESCISSION OF ENROLLMENT:** You have the right to cancel the Student Enrollment and Program Agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. (Ed. Code §94909(a)(8)(B))

**Date by which the student must exercise his or her right to rescind enrollment:**

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### "CANCELLATION PROCEDURE AND REFUND POLICY"

To cancel your enrollment, mail or deliver a signed and dated copy of a "Cancellation Notice and Refund Request Form" to:

**Academy of Truck Driving  
Attn: Oakland Site Administrator  
2585 Bona Street, Bldg. 99  
Oakland, CA 94607**

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

**REMEMBER, YOU MUST CANCEL IN WRITING.** You do not have the right to cancel just by telephoning the school or by not coming to class. Your cancellation request will only be accepted in writing. If you simply telephone or stop attending class, it will not be considered an official cancellation. A withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance. Students are entitled to a refund of 100 percent of the amount paid for institutional charges, less the \$250 registration fee, if notice of cancellation is made through attendance at the first-class session, or the seventh day after enrollment, whichever is later. Students who have completed 60% or less of the program hours are entitled to a pro rata refund of any unearned institutional charges if the student cancels the enrollment agreement or withdraws during the period of attendance. Tuition refund policy does not apply to students who have completed the program hours or have completed more than 60% of the program hours. Students who have completed more than 60% of the program hours are deemed substantially completed and are not eligible to receive any refund. Any student requesting to start late or finish early, and who receives training from ATD and a commercial license, is not eligible to receive any refund.

Upon receipt of the cancellation notice, any payment you have made, less nonrefundable fees, and any negotiable instrument signed by you will be returned, in accordance with the Program Refund Calculation Chart, within 45 days following ATD's receipt of your cancellation notice. If you lose your copy of the Student Enrollment and Program Agreement or any other document, ask the ATD Enrollment Representative for a replacement copy.

## Program Refund Calculations Chart

Refund examples are based on the percentage of clock hours completed. The amount owed by the student is calculated by multiplying the total hourly charge for instruction by the number of hours attended. The hourly charge for instruction is derived by calculating the total institutional charge, less any non-refundable fees, divided by the number of program hours. The hourly charge for instruction is then multiplied by the total hours attended by the student to calculate the amount owed by the student. If the tuition has been paid in full, the following reflects a refund for the amount paid in excess by the student:

		I	I	III	IV	V
Percent of Attendance	Refund %	Class A Standard \$5,041	Class B Standard \$4,041	A/B Refresher \$2,491	Express A/B \$1,991	Super Session \$6,141
Sample refund calculation if cancellation is made through attendance at the first-class session, or the seventh day after enrollment, whichever is later.						
		Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250
n/a	n/a	4,791.00	3,791.00	2,241.00	1,741.00	5,891.00
Sample refund calculation if cancellation is made after attendance at the first-class session, or the eighth day after enrollment.						
		Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541
10%	90%	4,050.00	3,150.00	1,755.00	1,305.00	5,040.00
25%	75%	3,375.00	2,625.00	1,462.50	1,087.50	4,200.00
40%	60%	2,700.00	2,100.00	1,170.00	870.00	3,360.00
50%	50%	2,250.00	1,750.00	975.00	725.00	2,800.00
60%	40%	1,800.00	1,400.00	780.00	580.00	2,240.00
Over 60%	0%	0.00	0.00	0.00	0.00	0.00

If you have any questions regarding our refund policy and/or these calculations, please contact your ATD Student Enrollment Representative. If you have questions or concerns which have not been satisfactorily addressed by Academy of Truck Driving (ATD) or if the school closes before you complete your program(s), you may be entitled to a refund by contacting

**Department of Consumer Affairs, Bureau for Private Postsecondary Education,**

**Mailing Address** P. O. Box 980818, West Sacramento, CA 95798,

**Physical Address:** 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833

**<http://www.bppe.ca.gov>**

**Phone Number:** (916) 431-6959 **Toll Free:** (888) 370-7589 **Fax Number:** (916) 263-1897



## SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2017 & 2018

### Commercial Driver Super Session (195 Hours)

#### 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
2018	5	5	4	80%
2017	16	16	14	88%

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
2018	5	4	4	3	75%
2017	16	14	14	10	79%

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. To obtain this list, please ask an institutional representative or you can review the list from the institution's website at <http://www.acdltruckdriver.com/files/jobclassifications.pdf>.

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

##### Part-Time vs. Full-Time Employment

Calendar Year	Graduates 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
2018	0	3	3
2017	0	10	10

##### Single Position vs. Concurrent Aggregated Position

Calendar 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
2018	3	0	3
2017	10	0	10

**Self-Employed / Freelance Positions**

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2018	0	3
2017	0	10

**Institutional Employment**

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
2018	0	3
2017	0	10

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

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

**License Examination Passage Rates (includes data for the two calendar years prior to reporting)**

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
2018	4	4	3	1	75%
2017	14	14	14	0	100%

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 the Field	Annual Salary and Wages Reported by Graduates Employed in the Field. <sup>3</sup>	
			\$25,001 - \$30,000	\$30,001-\$35,000
2018	4	3	0	0
2017	21	18	0	2

	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	\$50,001 - \$55,000	\$55,001-\$60,000
<b>2018</b>	0	0	0	0	3
<b>2017</b>	1	3	1	2	0

	\$60,001-\$65,000	\$65,001 - \$70,000	\$70,001-\$75,000	\$75,001-\$80,000	\$80,001-\$85,000
<b>2018</b>	0	0	0	0	0
<b>2017</b>	0	0	0	0	0

	\$85,001 - \$90,000	\$90,001-\$95,000	\$95,001 - \$100,000	\$100,001+	Students Not Reporting Salary
<b>2018</b>	0	0	0	0	0
<b>2017</b>	0	0	0	0	1

A list of sources used to substantiate salary disclosures is available from the school. To obtain this list, please ask an institutional representative where to view this list.

**Student's 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: **\$6,141**. Total charges for the program for students completing on-time in 2017: **\$6,138**. 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.**

Students at ACADEMY OF TRUCK DRIVING 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 Capital Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-7589, Fax: 916-263-1897.

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Student Name – Print

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Student Signature

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Date

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School Official

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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.
- “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.

## **"STUDENT'S RIGHT TO CANCEL"**

Your cancellation rights are:

- **RESCISSION OF ENROLLMENT:** You have the right to cancel the Student Enrollment and Program Agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. (Ed. Code §94909(a)(8)(B))

**Date by which the student must exercise his or her right to rescind enrollment:**

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### **"CANCELLATION PROCEDURE AND REFUND POLICY"**

To cancel your enrollment, mail or deliver a signed and dated copy of a "Cancellation Notice and Refund Request Form" to:

**Academy of Truck Driving  
Attn: Oakland Site Administrator  
2585 Buna Street, Bldg. 99  
Oakland, CA 94607**

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

**REMEMBER, YOU MUST CANCEL IN WRITING.** You do not have the right to cancel just by telephoning the school or by not coming to class. Your cancellation request will only be accepted in writing. If you simply telephone or stop attending class, it will not be considered an official cancellation. A withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance. Students are entitled to a refund of 100 percent of the amount paid for institutional charges, less the \$250 registration fee, if notice of cancellation is made through attendance at the first-class session, or the seventh day after enrollment, whichever is later. Students who have completed 60% or less of the program hours are entitled to a pro rata refund of any unearned institutional charges if the student cancels the enrollment agreement or withdraws during the period of attendance. Tuition refund policy does not apply to students who have completed the program hours or have completed more than 60% of the program hours. Students who have completed more than 60% of the program hours are deemed substantially completed and are not eligible to receive any refund. Any student requesting to start late or finish early, and who receives training from ATD and a commercial license, is not eligible to receive any refund.

Upon receipt of the cancellation notice, any payment you have made, less nonrefundable fees, and any negotiable instrument signed by you will be returned, in accordance with the Program Refund Calculation Chart, within 45 days following ATD's receipt of your cancellation notice. If you lose your copy of the Student Enrollment and Program Agreement or any other document, ask the ATD Enrollment Representative for a replacement copy.

## Program Refund Calculations Chart

Refund examples are based on the percentage of clock hours completed. The amount owed by the student is calculated by multiplying the total hourly charge for instruction by the number of hours attended. The hourly charge for instruction is derived by calculating the total institutional charge, less any non-refundable fees, divided by the number of program hours. The hourly charge for instruction is then multiplied by the total hours attended by the student to calculate the amount owed by the student. If the tuition has been paid in full, the following reflects a refund for the amount paid in excess by the student:

		I	I	III	IV	V
Percent of Attendance	Refund %	Class A Standard \$5,041	Class B Standard \$4,041	A/B Refresher \$2,491	Express A/B \$1,991	Super Session \$6,141
Sample refund calculation if cancellation is made through attendance at the first-class session, or the seventh day after enrollment, whichever is later.						
		Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250	Less Non-Refundable Registration Fee \$250
n/a	n/a	4,791.00	3,791.00	2,241.00	1,741.00	5,891.00
Sample refund calculation if cancellation is made after attendance at the first-class session, or the eighth day after enrollment.						
		Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541	Less Non-Refundable Fees \$541
10%	90%	4,050.00	3,150.00	1,755.00	1,305.00	5,040.00
25%	75%	3,375.00	2,625.00	1,462.50	1,087.50	4,200.00
40%	60%	2,700.00	2,100.00	1,170.00	870.00	3,360.00
50%	50%	2,250.00	1,750.00	975.00	725.00	2,800.00
60%	40%	1,800.00	1,400.00	780.00	580.00	2,240.00
Over 60%	0%	0.00	0.00	0.00	0.00	0.00

If you have any questions regarding our refund policy and/or these calculations, please contact your ATD Student Enrollment Representative. If you have questions or concerns which have not been satisfactorily addressed by Academy of Truck Driving (ATD) or if the school closes before you complete your program(s), you may be entitled to a refund by contacting

**Department of Consumer Affairs, Bureau for Private Postsecondary Education,**

**Mailing Address** P. O. Box 980818, West Sacramento, CA 95798,

**Physical Address:** 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833

**<http://www.bppe.ca.gov>**

**Phone Number:** (916) 431-6959 **Toll Free:** (888) 370-7589 **Fax Number:** (916) 263-1897