# **MONTESSORI TRAINING CENTER**

4645 Buckeye Road, Shingle Springs CA 95682

Phone 530-672-1943 www.montessoritrainingcenter.com

montessoritrainingcenter@gmail.com

# SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2018 & 2019

# Early Childhood -- 842 hours

**On-Time Completion Rates (Graduation Rates)** 

Includes data for the two calendar years prior to reporting.

Calendar	Number of Students	Students	Number of On-	On-Time
Year	Who Began the	Available for	Time	Completion Rate
	Program	Graduation	Graduates	
2018	12	12	8	66%
2019	12	12	10	83%

Student's Initials:\_\_\_\_\_Date: \_\_\_\_\_

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

# Students Completing Within 150% of the Published Program Length

Calendar	Number of Students	Students	150%	150%
Year	Who Began the	Available for	Graduates	Completion Rate
	Program	Graduation		
20XV				
20XW				
**20XX				
**20XY				

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

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

Calendar	Number of	Number of	Graduates	Graduates	Placement Rate %
Year	Students	Graduates	Available for	Employed in the	Employed in the
	Who		Employment	Field	Field
	Began				
	Program				
2018	12	8	8	8	100%
2019	12	10	10	10	100%

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. **Use email address above to obtain this information.** 

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

	Calendar Year	Graduate Employed	Graduates Employed in the	Total Graduates			
		in the Field	Field at Least 30 Hours Per	Employed in the			
		20-29 Hours Per	Week	Field			
		Week					
ſ	2018	2	6	8			
	2019	2	8	10			

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

## Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates	Graduates Employed in the	Total Graduates
	Employed in the	Field in Concurrent	Employed in the
	Field in a Single Position	Aggregated Positions	Field
2018	8	0	8
2019	10	0	10

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### Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-	Total Graduates
	Employed or Working Freelance	Employed in the Field
2018	0	8
2019	2	10

## Institutional Employment

Calendar Year	Graduates Employed in the Field who are	Total Graduates
	Employed by the Institution, an Employer	Employed in the Field
	Owned by the Institution, or an Employer	
	who Shares Ownership with the	
	Institution.	
2018	0	8
2019	0	10

Student's Initials: Date:

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

First	Date Exam	Number of	Number of	Number Who	Number Who	Passage
Available	Results	Graduates in	Graduates	Passed Exam	Failed Exam	Rate
Exam Date	Announced	Calendar	Taking			
		Year	Exam			
mm/dd/yyyy	N/A					
mm/dd/yyyy	N/A	N/A	N/A	N/A	N/A	N/A
mm/dd/yyyy	N/A					
mm/dd/yyyy	N/A					
mm/dd/yyyy	N/A					
mm/dd/yyyy	N/A		N1/A	N/A	N/A	N/A
2018	N/A	N/A	N/A	IN/A		
2019	N/A	]				

Student's Initials:

Date:

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

OR

Calendar	Number of	Number of	Number Who	Number Who	Passage
Year	Graduates in	Graduates	Passed First	Failed First	Rate
	Calendar Year	Taking Exam	Available Exam	Available	
			Exam	Exam	
2018	N/A	N/A	N/A	N/A	N/A
2019	N/A	N/A	N/A	N/A	N/A

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	Graduates	Graduates	\$20,001	\$35,001	\$40,001	\$45,001	No Salary
Year	Available for	Employed in	-	-	-	-	Information
	Employment	Field	\$25,000	\$40,000	\$45,000	\$50,000	Reported
2018	8	8	4	4	0	0	0
2019	12	10	4	3	0	0	3

A list of sources used to substantiate salary disclosures is available from the school. Call 530-672-1943 or email montessoritrainingcenter@gmail.com.

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:\$4,555.00. Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2019:\$4,555.00. Total charges may be higher for students that do not complete on time.

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Student's Initials: Date: Initial only after you have had sufficient time to read and understand the information.

Students at Montessori Training Center 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 1747 N. Market Blvd, Suite 225, Sacramento, CA 95834, 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

## MONTESSORI TRAINING CENTER

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### 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.

### MONTESSORI TRAINING CENTER 4645 Buckeye Road, Shingle Springs CA 95682 Phone 530-672-1943 www.montessoritrainingcenter.com montessoritrainingcenter@gmail.com

- "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.

### MONTESSORI TRAINING CENTER 4645 Buckeye Road, Shingle Springs CA 95682 Phone 530-672-1943 www.montessoritrainingcenter.com montessoritrainingcenter@gmail.com

### STUDENT'S RIGHT TO CANCEL

#### • STUDENT'S RIGHT TO CANCEL

- Students have the right to cancel their agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later.
- Cancellation of this agreement can occur through: \_\_\_\_\_

Date

- Cancellation may occur when the student provides a written notice of cancellation at the following address: 4645 Buckeye Road, Shingle Springs, CA 95682. This can be done by mail or by hand delivery.
- 3. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
- 4. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
- 5. If the Enrollment Agreement is cancelled, the school will refund the student any money he/she paid, less the registration fee, not to exceed \$250.00, within 45 days after the notice of cancellation is received.



# SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2018 & 2019

Elementary I -- 1,407 hours

# **On-Time Completion Rates (Graduation Rates)**

Includes data for the two calendar years prior to reporting.

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of On- Time Graduates	On-Time Completion Rate
2018	11	11	7	63.63%
2019	7	7	4	57%

Student's Initials:\_\_\_\_\_Date: \_\_\_\_\_

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

# Students Completing Within 150% of the Published Program Length

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
20XV				
20XW				
**20XX				
**20XY				

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



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

Calendar	Number of	Number of	Graduates	Graduates	Placement Rate %
Year	Students Who Began Program	Graduates	Available for Employment	Employed in the Field	Employed in the Field
2018	11	7	7	7	100%
2019	7	4	4	4	100%

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. **Use email address above to obtain this information.** 

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

Calendar Year Graduate Employed in the Field 20-29 Hours Per Week		Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2018	0	7	7
2019	0	4	4

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

## 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	7	0	7
2019	4	0	4



## Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2018	0	7
2019	0	4

## 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	7
2019	0	4

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)

Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
N/A N/A	N/A	N/A	N/A	N/A	N/A
N/A N/A					
N/A				N1/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A
	Results Announced N/A N/A N/A N/A N/A N/A	Results AnnouncedGraduates in Calendar YearN/AYearN/AN/AN/AN/AN/AN/AN/AN/AN/AN/AN/AN/A	Results AnnouncedGraduates in Calendar YearGraduates Taking ExamN/AYearExamN/AN/AN/AN/AN/AN/AN/AN/AN/AN/AN/AN/AN/AN/AN/AN/AN/AN/A	Results AnnouncedGraduates in Calendar YearGraduates Taking ExamPassed ExamN/AYearExamN/A	Results AnnouncedGraduates in Calendar YearGraduates Taking ExamPassed ExamFailed ExamN/AYearExamN/A

This program does not require a state license.

Student's Initials:

Date:

Initial only after <u>you have had sufficient time to read and understand the information.</u>

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam Exam	Number Who Failed First Available Exam	Passage Rate
2018	N/A	N/A	N/A	N/A	N/A
2019	N/A	N/A	N/A	N/A	N/A

This program does not require a state license.



### 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	Graduates	Graduates	\$20,001	\$35,001	\$40,001	\$45,001	No Salary
Year	Available for	Employed in	-	-	-	-	Information
	Employment	Field	\$25,000	\$40,000	\$45,000	\$50,000	Reported
2018	7	7	0	0	7	0	0
2019	4	4	0	0	4	0	0

A list of sources used to substantiate salary disclosures is available from the school. Call 530-672-1943 or email montessoritrainingcenter@gmail.com.

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: \$5,410.00. Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2019: \$5,425.00. Total charges may be higher for students that do not complete on time.



Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_ Initial only after you have had sufficient time to read and understand the information.

Montessori Training Center is eligible, but chooses not to participate in federal student aid programs. Therefore, students who attend this institution do not have federal student loans. 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.

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Student Name - Print

Student Signature

Date

School Official

Date



# **Definitions**

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- "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).
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- "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

#### • STUDENT'S RIGHT TO CANCEL

- Students have the right to cancel their agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later.
- Cancellation of this agreement can occur through:

Date

- Cancellation may occur when the student provides a written notice of cancellation at the following address: 4645 Buckeye Road, Shingle Springs, CA 95682. This can be done by mail or by hand delivery.
- The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
- The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
- If the Enrollment Agreement is cancelled, the school will refund the student any money he/she paid, less the registration fee, not to exceed \$250.00, within 45 days after the notice of cancellation is received.

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# SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2018 & 2019

# Elementary I-II -- 1,592 hours

# **On-Time Completion Rates (Graduation Rates)**

Includes data for the two calendar years prior to reporting.

Calendar	Number of Students	Students	Number of On-	On-Time
Year	Who Began the	Who Began the Available for		Completion Rate
	Program	Graduation	Graduates	
2018	7	7	5	71%
2019	6	6	5	83%

Student's Initials: \_\_\_\_\_Date: \_\_\_\_\_

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

# Students Completing Within 150% of the Published Program Length

Calendar	Number of Students	Students	150%	150%
Year	Who Began the	Available for	Graduates	Completion Rate
	Program	Graduation		
20XV				
20XW				
**20XX				
**20XY				

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

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

Calendar	Number of	Number of	Graduates	Graduates	Placement Rate %
Year	Students	Graduates	Available for	Employed in the	Employed in the
	Who		Employment	Field	Field
	Began				
	Program				
2018	7	5	5	5	100%
2019	6	5	5	5	100%

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. **Use email address above to obtain this information.** 

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

Calendar Year Graduate Empl		Graduate Employed	Graduates Employed in the	Total Graduates	
		in the Field	Field at Least 30 Hours Per	Employed in the	
		20-29 Hours Per	Week	Field	
		Week			
2018		0	5	5	
2019		0	5	5	

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

## 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	5	0	5	
2019	5	0	5	

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### Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-	Total Graduates
	Employed or Working Freelance	Employed in the Field
2018	0	5
2019	0	5

## 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	5
2019	0	5

Student's Initials:\_\_\_\_\_Date:\_\_\_\_

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

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

First	Date Exam	Number of	Number of	Number Who	Number Who	Passage
Available	Results	Graduates in	Graduates	Passed Exam	Failed Exam	Rate
Exam Date	Announced	Calendar	Taking			
		Year	Exam			
mm/dd/yyyy	N/A					
mm/dd/yyyy	N/A	N/A	N/A	N/A	N/A	N/A
mm/dd/yyyy	N/A					,, .
mm/dd/yyyy	N/A					
mm/dd/yyyy	N/A					
mm/dd/yyyy	N/A		N1/A	N/A	N/A	N/A
2018	N/A	N/A	N/A	N/A		
2019	N/A					

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

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_ Initial only after you have had sufficient time to read and understand the information.

OR

Calendar	Number of	Number of	Number Who	Number Who	Passage
Year	Graduates in	Graduates Passed First		Failed First	Rate
	Calendar Year	Taking Exam	Available Exam	Available	
			Exam	Exam	
2018	N/A	N/A	N/A	N/A	N/A
2019	N/A	N/A	N/A	N/A	N/A

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

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<u>Salary and Wage Information (includes data for the two calendar years prior to reporting)</u> Annual salary and wages reported for graduates employed in the field.

Calendar	Graduates	Graduates	\$20,001	\$35,001	\$40,001	\$45,001	No Salary
Year	Available for	Employed in	-	-	-	-	Information
	Employment	Field	\$25,000	\$40,000	\$45,000	\$50,000	Reported
2018	5	5	0	0	0	5	0
2019	5	5	0	0	0	5	0

A list of sources used to substantiate salary disclosures is available from the school. Call 530-672-1943 or email montessoritrainingcenter@gmail.com.

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: \$7,580.00. Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2019: \$7,605.00. Total charges may be higher for students that do not complete on time.

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

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Student's Initials:\_\_\_\_\_\_Date: \_\_\_\_\_\_ Initial only after you have had sufficient time to read and understand the information.

Students at Montessori Training Center 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

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## **Definitions**

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- "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.

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- "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.

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### STUDENT'S RIGHT TO CANCEL

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- Students have the right to cancel their agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later.
- Cancellation of this agreement can occur through: \_\_\_\_\_
- Date
- Cancellation may occur when the student provides a written notice of cancellation at the following address: 4645 Buckeye Road, Shingle Springs, CA 95682. This can be done by mail or by hand delivery.
- 3. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
- 4. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
- 5. If the Enrollment Agreement is cancelled, the school will refund the student any money he/she paid, less the registration fee, not to exceed \$250.00, within 45 days after the notice of cancellation is received.