

**School Performance Fact Sheet  
 Calendar Years 2018 & 2019**

**Educational Program:** Medical Assisting

**Program Length:** 9 months

**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	76	76	55	72%
2019	106	106	75	71%

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
2018	76	76	62	72%
2019	106	106	79	75%

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

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

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

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2018	76	55	53	38	72%
2019	106	79	76	41	54%

The following information is available upon request from the Career Services Department or Campus Director: a list of the employment positions determined to be within this program's field of study, and used to calculate job placement rates.

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

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

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2018	6	29	38
2019	0	41	41

**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	38	0	38
2019	41	0	41

**Self-Employed / Freelance Position**

Calendar Year	Graduates Employed who are Self Employed or Working Freelance	Total Graduates Employed in the Field
2018	0	38
2019	0	41

**Institution 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	38
2019	0	41

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

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

**License Examination Pass Rates (includes data for the two calendar year 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	Pass Rate
2018	**	**	**	**	**
2019	**	**	**	**	**

\*\*This program does not lead to employment requiring licensure.

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)**

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$25,001	\$30,001	\$35,001	\$40,001	\$45,000
			- \$30,000	- \$35,000	- \$40,000	- \$45,000	- \$50,000
2018	64	33	4	12	9	3	2
2019	76	41	3	12	17	1	2

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$50,001	\$55,001	\$60,001	\$65,001	No Salary Information Reported
			- \$55,000	- \$60,000	- \$65,000	- \$70,000+	
2018	64	33	1	0	0	0	5
2019	76	41	1	1	1	0	3

A list of sources used to substantiate salary disclosures is available from the school. This information can be obtained upon request from the Career Services Department or Campus Director.

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

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**Cost of Education Program**

Total charges for the program for students completing on-time in 2019: \$13,870.00.  
 Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on-time in 2018: \$13,645.00.  
 Total charges may be higher for students that do not complete on time.

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

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### Federal Student Loan Debt

Calendar Year(s)	Most recent three year cohort default rate, as reported by the United State Department of Education <sup>1</sup>	The percentage of enrolled students in 2018/19 receiving federal student loans to pay for this program	The percentage of graduates in 2018/19 who took out federal student loans to pay for this program	The average amount of federal student loan debt of 2018/19 graduates who took out federal student loans at this institution
<b>2018</b>	6%	83%	81%	\$13,956
<b>2019</b>	8.8%	88%	89%	\$7,194

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

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. Ste 225 Sacramento, CA 95834 or P.O. Box 980818, West Sacramento, CA 95798-0818, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll-free phone number (888) 370-7589 or 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**

1. The student has the right to cancel and obtain a refund of charges paid through attendance at the first class session, or the seventh (7th) day after enrollment, whichever is later.
2. "Enrollment" as stated in No. 1 above is defined as the execution of an enrollment agreement signed by all required parties.
3. To provide all students in the same class with equal time to cancel after beginning the educational program and to comply with the California Bureau for Private Postsecondary Education (BPPE) requirement in No. 1 above, the College extends the cancellation period and requires that students exercise the right to cancel by the seventh (7th) calendar day after their scheduled program start date.
4. Students may withdraw from the School at any time after the cancellation period & receive a pro rata refund if they have completed 60 percent or less of the scheduled days in their program's current payment period through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$150.00. If a Student has completed more than 60 percent of the period of attendance for which the Student was charged, the tuition is considered earned & the Student will not receive a refund.
5. Cancellation shall occur when the student provides notice of cancellation at the address of their respective campus. This can be communicated by mail, email or hand delivery.
6. A cancellation notice, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
7. A cancellation notice 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.
8. If an enrollment is cancelled, the school will refund any money paid by the student, less a registration/administration fee not to exceed \$150.00, & less deductions for equipment not returned in good condition, within 45 days after the notice of cancellation is received. Textbooks and Chromebooks which have been opened (e.g. shrink wrap removed, or removed from their original packaging) are not returnable and cannot be refunded, regardless of condition.
9. Any registration fee is non-refundable if the cancellation request is received more than 3 days after signing the enrollment agreement.
10. Upon cancellation, if the student has received Federal Student Financial Aid funds, the student is entitled to a refund of monies not paid from Federal Student Financial Aid program funds.

**School Performance Fact Sheet  
 Calendar Years 2018 & 2019**

**Educational Program:** Vocational Nursing

**Program Length:** 1620 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	100	100	62	62%
2019	132	132	61	46%

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

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**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
2018	100	100	69	70%
2019	132	132	86	65%

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

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

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2018	100	62	58	43	74%
2019	132	86	85	56	66%

The following information is available upon request from the Career Services Department or Campus Director: a list of the employment positions determined to be within this program's field of study, and used to calculate job placement rates.

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

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

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2018	7	35	43
2019	1	55	56

**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	43	0	43
2019	56	0	56

**Self-Employed / Freelance Position**

Calendar Year	Graduates Employed who are Self Employed or Working Freelance	Total Graduates Employed in the Field
2018	0	43
2019	0	56

**Institution 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	43
2019	0	56

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

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**License Examination Pass Rates (includes data for the two calendar year 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	Pass Rate
2018	73	67	62	5	93%
2019	91	91	87	4	96%

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 6 graduates.

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

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

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$35,001	\$45,001	\$50,001	\$55,001	\$60,001
			- \$40,000	- \$50,000	- \$55,000	- \$60,000	- \$65,000
2018	73	42	0	3	8	15	10
2019	85	56	1	1	3	21	19

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$65,001	\$70,001	\$75,001	\$80,001	No Salary Information Reported
			- \$70,000	- \$75,000	- \$80,000	- \$85,000	
2018	73	42	0	0	0	0	6
2019	85	56	4	0	0	1	5

A list of sources used to substantiate salary disclosures is available from the school. This information can be obtained upon request from the Career Services Department or Campus Director.

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

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### **Cost of Education Program**

Total charges for the program for students completing on-time in 2018: \$34,485.00.  
Additional charges may be incurred if the program is not completed on-time.

Total charges for the program for students completing on-time in 2019: \$36,294.00.  
Additional charges may be incurred if the program is not completed on-time.

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

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### Federal Student Loan Debt

Calendar Year(s)	Most recent three year cohort default rate, as reported by the United State Department of Education <sup>1</sup>	The percentage of enrolled students in 2018/19 receiving federal student loans to pay for this program	The percentage of graduates in 2018/19 who took out federal student loans to pay for this program	The average amount of federal student loan debt of 2018/19 graduates who took out federal student loans at this institution
<b>2018</b>	6.0%	86%	85%	\$16,246
<b>2019</b>	8.8%	81%	85%	\$16,670

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

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 Student Name – Print

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 Student Signature

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## **Definitions:**

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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.
- “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**

1. The student has the right to cancel and obtain a refund of charges paid through attendance at the first class session, or the seventh (7th) day after enrollment, whichever is later.
2. "Enrollment" as stated in No. 1 above is defined as the execution of an enrollment agreement signed by all required parties.
3. To provide all students in the same class with equal time to cancel after beginning the educational program and to comply with the California Bureau for Private Postsecondary Education (BPPE) requirement in No. 1 above, the College extends the cancellation period and requires that students exercise the right to cancel by the seventh (7th) calendar day after their scheduled program start date.
4. Students may withdraw from the School at any time after the cancellation period & receive a pro rata refund if they have completed 60 percent or less of the scheduled days in their program's current payment period through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$150.00. If a Student has completed more than 60 percent of the period of attendance for which the Student was charged, the tuition is considered earned & the Student will not receive a refund.
5. Cancellation shall occur when the student provides notice of cancellation at the address of their respective campus. This can be communicated by mail, email or hand delivery.
6. A cancellation notice, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
7. A cancellation notice 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.
8. If an enrollment is cancelled, the school will refund any money paid by the student, less a registration/administration fee not to exceed \$150.00, & less deductions for equipment not returned in good condition, within 45 days after the notice of cancellation is received. Textbooks and Chromebooks which have been opened (e.g. shrink wrap removed, or removed from their original packaging) are not returnable and cannot be refunded, regardless of condition.
9. Any registration fee is non-refundable if the cancellation request is received more than 3 days after signing the enrollment agreement.
10. Upon cancellation, if the student has received Federal Student Financial Aid funds, the student is entitled to a refund of monies not paid from Federal Student Financial Aid program funds.

**School Performance Fact Sheet  
 Calendar Years 2018 & 2019**

**Educational Program:** Vocational Nursing Prerequisite Course      **Program Length:** 1 month

**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	141	141	131	93%
2019	149	149	136	91%

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
2018	141	141	62	72%
2019	149	149	79	75%

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

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

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

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2018	141	131	131	0	0
2019	49	136	136	0	0

The following information is available upon request from the Career Services Department or Campus Director: a list of the employment positions determined to be within this program's field of study, and used to calculate job placement rates. Note that as an avocational course required for admission to the Vocational Nursing program, this course does not lead to employment.

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

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

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

**Single Position vs. Concurrent Aggregated Position**

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in 1 the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2018	0	0	0
2019	0	0	0

**Self-Employed / Freelance Position**

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

**Institution 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	0
2019	0	0

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

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**License Examination Pass Rates (includes data for the two calendar year 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	Pass Rate
2018	**	**	**	**	**
2019	**	**	**	**	**

\*\*This program does not lead to employment requiring licensure.

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

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

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 - \$35,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2018	131	0	0	0	0	0	0
2019		0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. This information can be obtained upon request from the Career Services Department or Campus Director.

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

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**Cost of Education Program**

Total charges for the program for students completing on-time in 2019: \$1,655.00. Additional charges may be incurred if the program is not completed on-time.

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

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### Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education <sup>1</sup>	The percentage of enrolled students in 2019 receiving federal student loans to pay for this program	The average amount of federal student loan debt of 2019 graduates who took out federal student loans at this institution	The percentage of graduates in 2019 with federal student loans as calculated by the institution
8.8%	0%	\$0	0%

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

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 Student Name – Print

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 Student Signature

\_\_\_\_\_  
 Date

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

\_\_\_\_\_  
 Date

## **Definitions:**

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1. The student has the right to cancel and obtain a refund of charges paid through attendance at the first class session, or the seventh (7th) day after enrollment, whichever is later.
2. "Enrollment" as stated in No. 1 above is defined as the execution of an enrollment agreement signed by all required parties.
3. To provide all students in the same class with equal time to cancel after beginning the educational program and to comply with the California Bureau for Private Postsecondary Education (BPPE) requirement in No. 1 above, the College extends the cancellation period and requires that students exercise the right to cancel by the seventh (7th) calendar day after their scheduled program start date.
4. Students may withdraw from the School at any time after the cancellation period & receive a pro rata refund if they have completed 60 percent or less of the scheduled days in their program's current payment period through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$150.00. If a Student has completed more than 60 percent of the period of attendance for which the Student was charged, the tuition is considered earned & the Student will not receive a refund.
5. Cancellation shall occur when the student provides notice of cancellation at the address of their respective campus. This can be communicated by mail, email or hand delivery.
6. A cancellation notice, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
7. A cancellation notice 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.
8. If an enrollment is cancelled, the school will refund any money paid by the student, less a registration/administration fee not to exceed \$150.00, & less deductions for equipment not returned in good condition, within 45 days after the notice of cancellation is received. Textbooks and Chromebooks which have been opened (e.g. shrink wrap removed, or removed from their original packaging) are not returnable and cannot be refunded, regardless of condition.
9. Any registration fee is non-refundable if the cancellation request is received more than 3 days after signing the enrollment agreement.
10. Upon cancellation, if the student has received Federal Student Financial Aid funds, the student is entitled to a refund of monies not paid from Federal Student Financial Aid program funds.

**School Performance Fact Sheet  
 Calendar Years 2018 & 2019**

**Educational Program: Medical Assisting**

**Program Length: 9 months**

**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	29	29	23	79%
2019	30	30	19	63%

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
2018	29	29	24	73%
2019	30	30	22	73%

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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2018	29	23	23	23	100%
2019	30	23	23	15	65%

The following information is available upon request from the Career Services Department or Campus Director: a list of the employment positions determined to be within this program's field of study, and used to calculate job placement rates.

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

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

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2018	0	23	23
2019	0	15	15

**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	23	0	23
2019	15	0	15

**Self-Employed / Freelance Position**

Calendar Year	Graduates Employed who are Self Employed or Working Freelance	Total Graduates Employed in the Field
2018	0	23
2019	0	15

**Institution 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	23
2019	0	15

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

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

**License Examination Pass Rates (includes data for the two calendar year 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	Pass Rate
2018	**	**	**	**	**
2019	**	**	**	**	**

\*\*This program does not lead to employment requiring licensure.

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)**

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$25,001	\$30,001	\$35,001	\$40,001
			-	-	-	-
			\$30,000	\$35,000	\$40,000	\$45,000
2018	23	23	3	1	10	1
2019	23	15	1	3	6	2

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$45,001	\$50,001	\$55,001	No Salary Information Reported
			-	-	-	
			\$50,000	\$55,000	\$60,000	
2018	23	23	2	1	1	4
2019	23	15	0	0	0	3

A list of sources used to substantiate salary disclosures is available from the school. This information can be obtained upon request from the Career Services Department or Campus Director.

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

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

**Cost of Education Program**

Total charges for the program for students completing on-time in 2019: \$13,870.00.  
Additional charges may be incurred if the program is not completed on-time.

Total charges for the program for students completing on-time in 2018: \$13,645.00.  
Additional charges may be incurred if the program is not completed on-time.

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

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

### Federal Student Loan Debt

Calendar Year(s)	Most recent three year cohort default rate, as reported by the United State Department of Education <sup>1</sup>	The percentage of enrolled students in 2018/19 receiving federal student loans to pay for this program	The percentage of graduates in 2018/19 who took out federal student loans to pay for this program	The average amount of federal student loan debt of 2018/19 graduates who took out federal student loans at this institution
<b>2018</b>	8.8%	91%	96%	%10,553
<b>2019</b>	8.8%	80%	91%	\$8,145

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

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. Ste 225 Sacramento, CA 95834 or P.O. Box 980818, West Sacramento, CA 95798-0818, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll-free phone number (888) 370-7589 or 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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## 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**

1. The student has the right to cancel and obtain a refund of charges paid through attendance at the first class session, or the seventh (7th) day after enrollment, whichever is later.
2. "Enrollment" as stated in No. 1 above is defined as the execution of an enrollment agreement signed by all required parties.
3. To provide all students in the same class with equal time to cancel after beginning the educational program and to comply with the California Bureau for Private Postsecondary Education (BPPE) requirement in No. 1 above, the College extends the cancellation period and requires that students exercise the right to cancel by the seventh (7th) calendar day after their scheduled program start date.
4. Students may withdraw from the School at any time after the cancellation period & receive a pro rata refund if they have completed 60 percent or less of the scheduled days in their program's current payment period through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$150.00. If a Student has completed more than 60 percent of the period of attendance for which the Student was charged, the tuition is considered earned & the Student will not receive a refund.
5. Cancellation shall occur when the student provides notice of cancellation at the address of their respective campus. This can be communicated by mail, email or hand delivery.
6. A cancellation notice, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
7. A cancellation notice 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.
8. If an enrollment is cancelled, the school will refund any money paid by the student, less a registration/administration fee not to exceed \$150.00, & less deductions for equipment not returned in good condition, within 45 days after the notice of cancellation is received. Textbooks and Chromebooks which have been opened (e.g. shrink wrap removed, or removed from their original packaging) are not returnable and cannot be refunded, regardless of condition.
9. Any registration fee is non-refundable if the cancellation request is received more than 3 days after signing the enrollment agreement.
10. Upon cancellation, if the student has received Federal Student Financial Aid funds, the student is entitled to a refund of monies not paid from Federal Student Financial Aid program funds.

**School Performance Fact Sheet  
 Calendar Years 2018 & 2019**

**Educational Program:** Vocational Nursing

**Program Lengths:** 1620 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	87	87	57	66%
2019	117	117	61	52%

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
2018	87	87	102	69%
2019	117	117	80	68%

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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2018	87	57	52	45	87%
2019	117	89	82	55	67%

The following information is available upon request from the Career Services Department or Campus Director: a list of the employment positions determined to be within this program's field of study, and used to calculate job placement rates.

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

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

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2018	2	43	45
2019	1	54	55

**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	45	0	45
2019	55	0	55

**Self-Employed / Freelance Position**

Calendar Year	Graduates Employed who are Self Employed or Working Freelance	Total Graduates Employed in the Field
2018	0	45
2019	0	55

**Institution 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	45
2019	0	55

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

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

**License Examination Pass Rates (includes data for the two calendar year 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	Pass Rate
2018	69	68	67	1	99%
2019	92	92	86	6	93%

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 1 graduate.

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)**

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$40,001	\$45,001	\$50,001	\$55,001	\$60,001
			-	-	-	-	-
			\$45,000	\$50,000	\$55,000	\$60,000	\$65,000
2018	52	45	1	2	11	25	19
2019	82	55	0	3	4	14	18

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$65,001	\$70,001	\$75,001	\$80,001	\$85,001
			-	-	-	-	-
			\$70,000	\$75,000	\$80,000	\$85,000	\$90,000
2018	52	45	2	2	1	0	0
2019	82	55	13	2	2	0	0

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$90,001	\$95,001	\$100,001	No Salary Information Reported
			-	-	-	
			\$95,000	\$100,000	-	
2018	52	45	0	0	1	9
2019	82	55	0	0	0	1

A list of sources used to substantiate salary disclosures is available from the school. This information can be obtained upon request from the Career Services Department or Campus Director.

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

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

### **Cost of Education Program**

Total charges for the program for students completing on-time in 2018: \$34,485.00.  
Additional charges may be incurred if the program is not completed on-time.

Total charges for the program for students completing on-time in 2019: \$36,294.00.  
Additional charges may be incurred if the program is not completed on-time.

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

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

### Federal Student Loan Debt

Calendar Year(s)	Most recent three year cohort default rate, as reported by the United State Department of Education <sup>1</sup>	The percentage of enrolled students in 2018/19 receiving federal student loans to pay for this program	The percentage of graduates in 2018/19 who took out federal student loans to pay for this program	The average amount of federal student loan debt of 2018/19 graduates who took out federal student loans at this institution
<b>2018</b>	8.8%	79%	86%	\$15,980
<b>2019</b>	8.8%	89%	93%	\$16,999

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

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 Student Name – Print

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 Student Signature

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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**

1. The student has the right to cancel and obtain a refund of charges paid through attendance at the first class session, or the seventh (7th) day after enrollment, whichever is later.
2. "Enrollment" as stated in No. 1 above is defined as the execution of an enrollment agreement signed by all required parties.
3. To provide all students in the same class with equal time to cancel after beginning the educational program and to comply with the California Bureau for Private Postsecondary Education (BPPE) requirement in No. 1 above, the College extends the cancellation period and requires that students exercise the right to cancel by the seventh (7th) calendar day after their scheduled program start date.
4. Students may withdraw from the School at any time after the cancellation period & receive a pro rata refund if they have completed 60 percent or less of the scheduled days in their program's current payment period through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$150.00. If a Student has completed more than 60 percent of the period of attendance for which the Student was charged, the tuition is considered earned & the Student will not receive a refund.
5. Cancellation shall occur when the student provides notice of cancellation at the address of their respective campus. This can be communicated by mail, email or hand delivery.
6. A cancellation notice, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
7. A cancellation notice 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.
8. If an enrollment is cancelled, the school will refund any money paid by the student, less a registration/administration fee not to exceed \$150.00, & less deductions for equipment not returned in good condition, within 45 days after the notice of cancellation is received. Textbooks and Chromebooks which have been opened (e.g. shrink wrap removed, or removed from their original packaging) are not returnable and cannot be refunded, regardless of condition.
9. Any registration fee is non-refundable if the cancellation request is received more than 3 days after signing the enrollment agreement.
10. Upon cancellation, if the student has received Federal Student Financial Aid funds, the student is entitled to a refund of monies not paid from Federal Student Financial Aid program funds.

**School Performance Fact Sheet  
 Calendar Years 2018 & 2019**

**Educational Program:** Vocational Nursing Prerequisite Course

**Program Length:** 1 month

**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	143	143	139	97%
2019	123	123	109	89%

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
2018	143	143	137	91%
2019	123	123	109	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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2018	143	139	139	0	0
2019	123	109	109	0	0

The following information is available upon request from the Career Services Department or Campus Director: a list of the employment positions determined to be within this program's field of study, and used to calculate job placement rates. Note that as an avocational course required for admission to the Vocational Nursing program, this course does not lead to employment.

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

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

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

**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	0	0	0
2019	0	0	0

**Self-Employed / Freelance Position**

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

**Institution 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	0
2019	0	0

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

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

**License Examination Pass Rates (includes data for the two calendar year 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	Pass Rate
2018	**	**	**	**	**
2019	**	**	**	**	**

\*\*This program does not lead to employment requiring licensure.

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)**

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 - \$35,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2018	139	0	0	0	0	0	0
2019	109	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. This information can be obtained upon request from the Career Services Department or Campus Director.

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

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

**Cost of Education Program**

Total charges for the program for students completing on-time in 2019: \$1,655.00.  
 Additional charges may be incurred if the program is not completed on-time.

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

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

### Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education <sup>1</sup>	The percentage of enrolled students in 2019 receiving federal student loans to pay for this program	The average amount of federal student loan debt of 2019 graduates who took out federal student loans at this institution	The percentage of graduates in 2019 with federal student loans as calculated by the institution
8.8%	0%	\$0	0%

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

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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**

1. The student has the right to cancel and obtain a refund of charges paid through attendance at the first class session, or the seventh (7th) day after enrollment, whichever is later.
2. "Enrollment" as stated in No. 1 above is defined as the execution of an enrollment agreement signed by all required parties.
3. To provide all students in the same class with equal time to cancel after beginning the educational program and to comply with the California Bureau for Private Postsecondary Education (BPPE) requirement in No. 1 above, the College extends the cancellation period and requires that students exercise the right to cancel by the seventh (7th) calendar day after their scheduled program start date.
4. Students may withdraw from the School at any time after the cancellation period & receive a pro rata refund if they have completed 60 percent or less of the scheduled days in their program's current payment period through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$150.00. If a Student has completed more than 60 percent of the period of attendance for which the Student was charged, the tuition is considered earned & the Student will not receive a refund.
5. Cancellation shall occur when the student provides notice of cancellation at the address of their respective campus. This can be communicated by mail, email or hand delivery.
6. A cancellation notice, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
7. A cancellation notice 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.
8. If an enrollment is cancelled, the school will refund any money paid by the student, less a registration/administration fee not to exceed \$150.00, & less deductions for equipment not returned in good condition, within 45 days after the notice of cancellation is received. Textbooks and Chromebooks which have been opened (e.g. shrink wrap removed, or removed from their original packaging) are not returnable and cannot be refunded, regardless of condition.
9. Any registration fee is non-refundable if the cancellation request is received more than 3 days after signing the enrollment agreement.
10. Upon cancellation, if the student has received Federal Student Financial Aid funds, the student is entitled to a refund of monies not paid from Federal Student Financial Aid program funds.