



Hawthorn University

Mailing: P.O. Box 275, Whitethorn CA 95589

Physical: 475 Hungry Gulch Road, Suite C, Whitethorn CA 95589

P: 707-986-4153 | www.hawthorn.edu

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2018 & 2019

Doctor of Science in Holistic Nutrition - 67 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	1	1	0	0%
2019	0	0	0	0%

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2018	1	0	0	0	0%
2019	0	0	0	0	0%

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 from the Admissions Representative .



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

Part-Time vs. Full-Time Employment

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

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



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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	0
2019	0	0

Student Initials: _____ Date: _____

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

This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed 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

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

Student Initials: _____ Date: _____

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

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

Calendar Year	Graduates Available for Employment	Graduates Employed in the Field	No Salary Information Reported
2018	0	0	0
2019	0	0	0

Calendar Year	\$0	\$5,001	\$10,001	\$15,001	\$20,001	\$25,001	\$30,001
	-	-	-	-	-	-	-
	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

Calendar Year	\$35,001	\$40,001	\$45,001	\$50,001	\$55,001	\$60,001	\$65,001
	-	-	-	-	-	-	-
	\$40,000	\$45,000	\$50,000	\$55,000	\$60,000	\$65,000	\$70,000
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

Calendar Year	\$70,001	\$75,001	\$80,001	\$85,001	\$90,001	\$95,001	\$100,001 & Over
	-	-	-	-	-	-	-
	\$75,000	\$80,000	\$85,000	\$90,000	\$95,000	\$100,000	
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

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

Student Initials: _____ Date: _____

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Cost of Educational Program

Total charges for the program for students completing on-time in 2018: \$19,272.00. 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: \$24,307.00. Additional charges may be incurred if the program is not completed on-time.

Student Initials: _____ **Date:** _____

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

Federal Student Loan Debt

Students at Hawthorn University 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 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 North Market, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

I have read and understand this School Performance Fact Sheet. The School Performance Fact Sheet was reviewed and discussed with a school official prior to signing an enrollment agreement.

Student Signature - Print

User IP Address

Student Signature

Date

School Official

Date



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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.



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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 passed the exam by the number of graduates who took the reported licensing exam.
- “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

The program in which you are enrolling is distance education - not offered in real time. The institution will release the first lesson and materials to you within 24 hours, typically immediately, after the execution of the enrollment agreement, which includes payment for the first course. The institution shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later.

You will receive a refund of all monies paid within 30 days of cancellation. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current period of attendance in your program through the last day of attendance.

Cancellation of this agreement can occur up to: _____
Date

Period of Attendance means:

- 2 credit course = 4 weeks (20 days)
- 3 credit course = 8 weeks (40 days)
- 4 credit course = 12 weeks (60 days)

Note: The period of attendance days for the refund policy is based on a five-day week (Monday through Friday). The learning management system is available 7 days a week, 24 hours a day for the duration of the course.

Cancellation is effective on the date the notice of cancellation is provided to the institution. The notice may be provided in any form. Written may be sent to PO Box 275, Whitethorn, CA 95589, orally by phone, email to registrar@hawthorn.edu or the preferred online method through the student portal's Course Withdrawal Request.

This Institution shall transmit all of the lessons and other materials, as applicable, to the student if the student (a) has fully paid for the educational program; and (b) after having received the first lesson and initial materials, requests in writing that all of the material be sent. If the Institution transmits the balance of the material as the student requests, the Institution shall remain obligated to provide the other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student but shall not be obligated to pay any refund after all of the lessons and material are transmitted.



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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2018 & 2019

Master of Science in Holistic Nutrition - 60 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	42	42	13	31%
2019	38	38	13	34%

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2018	42	13	13	8	62%
2019	38	13	13	3	23%

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 from the Admissions Representative .



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

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2018	2	2	8
2019	1	1	3

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2018	8	0	8
2019	3	0	3

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2018	4	8
2019	2	3



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Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution	Total Graduates Employed in the Field
2018	0	8
2019	0	3

Student Initials: _____ Date: _____

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

This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed 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

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

Student Initials: _____ Date: _____

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

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

Calendar Year	Graduates Available for Employment	Graduates Employed in the Field	No Salary Information Reported
2018	13	8	0
2019	13	3	0

Calendar Year	\$0	\$5,001	\$10,001	\$15,001	\$20,001	\$25,001	\$30,001
	-	-	-	-	-	-	-
	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000
2018	2	0	0	1	1	0	0
2019	1	0	0	0	0	0	1

Calendar Year	\$35,001	\$40,001	\$45,001	\$50,001	\$55,001	\$60,001	\$65,001
	-	-	-	-	-	-	-
	\$40,000	\$45,000	\$50,000	\$55,000	\$60,000	\$65,000	\$70,000
2018	1	0	0	0	1	0	0
2019	0	0	0	0	0	0	0

Calendar Year	\$70,001	\$75,001	\$80,001	\$85,001	\$90,001	\$95,001	\$100,001
	-	-	-	-	-	-	-
	\$75,000	\$80,000	\$85,000	\$90,000	\$95,000	\$100,000	& Over
2018	0	1	0	0	0	0	0
2019	0	0	0	0	0	0	1

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

Student Initials: _____ Date: _____

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Cost of Educational Program

Total charges for the program for students completing on-time in 2018: \$13,661.00. 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: \$16,656.00. Additional charges may be incurred if the program is not completed on-time.

Student Initials: _____ **Date:** _____

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

Federal Student Loan Debt

Students at Hawthorn University 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 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 North Market, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

I have read and understand this School Performance Fact Sheet. The School Performance Fact Sheet was reviewed and discussed with a school official prior to signing an enrollment agreement.

Student Signature - Print

User IP Address

Student Signature

Date

School Official

Date



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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.



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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 passed the exam by the number of graduates who took the reported licensing exam.
- “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

The program in which you are enrolling is distance education - not offered in real time. The institution will release the first lesson and materials to you within 24 hours, typically immediately, after the execution of the enrollment agreement, which includes payment for the first course. The institution shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later.

You will receive a refund of all monies paid within 30 days of cancellation. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current period of attendance in your program through the last day of attendance.

Cancellation of this agreement can occur up to: _____
Date

Period of Attendance means:

- 2 credit course = 4 weeks (20 days)
- 3 credit course = 8 weeks (40 days)
- 4 credit course = 12 weeks (60 days)

Note: The period of attendance days for the refund policy is based on a five-day week (Monday through Friday). The learning management system is available 7 days a week, 24 hours a day for the duration of the course.

Cancellation is effective on the date the notice of cancellation is provided to the institution. The notice may be provided in any form. Written may be sent to PO Box 275, Whitethorn, CA 95589, orally by phone, email to registrar@hawthorn.edu or the preferred online method through the student portal's Course Withdrawal Request.

This Institution shall transmit all of the lessons and other materials, as applicable, to the student if the student (a) has fully paid for the educational program; and (b) after having received the first lesson and initial materials, requests in writing that all of the material be sent. If the Institution transmits the balance of the material as the student requests, the Institution shall remain obligated to provide the other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student but shall not be obligated to pay any refund after all of the lessons and material are transmitted.



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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2018 & 2019

Master of Science in Health and Nutrition Education - 32 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	7	7	2	29%
2019	5	5	2	40%

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2018	7	2	2	1	50%
2019	5	2	2	0	0%

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 from the Admissions Representative .



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

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2018	0	0	1
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	1	0	1
2019	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2018	1	1
2019	0	0



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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	1
2019	0	0

Student Initials: _____ Date: _____

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This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed 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

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

Student Initials: _____ Date: _____

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



Hawthorn University

Mailing: P.O. Box 275, Whitethorn CA 95589

Physical: 475 Hungry Gulch Road, Suite C, Whitethorn CA 95589

P: 707-986-4153 | www.hawthorn.edu

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

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

Calendar Year	Graduates Available for Employment	Graduates Employed in the Field	No Salary Information Reported
2018	2	1	0
2019	2	0	0

Calendar Year	\$0	\$5,001	\$10,001	\$15,001	\$20,001	\$25,001	\$30,001
	-	-	-	-	-	-	-
	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

Calendar Year	\$35,001	\$40,001	\$45,001	\$50,001	\$55,001	\$60,001	\$65,001
	-	-	-	-	-	-	-
	\$40,000	\$45,000	\$50,000	\$55,000	\$60,000	\$65,000	\$70,000
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

Calendar Year	\$70,001	\$75,001	\$80,001	\$85,001	\$90,001	\$95,001	\$100,001
	-	-	-	-	-	-	-
	\$75,000	\$80,000	\$85,000	\$90,000	\$95,000	\$100,000	& Over
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

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

Student Initials: _____ Date: _____

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Cost of Educational Program

Total charges for the program for students completing on-time in 2018: \$7,893.00. 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: \$10,493.00. Additional charges may be incurred if the program is not completed on-time.

Student Initials: _____ **Date:** _____

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

Federal Student Loan Debt

Students at Hawthorn University 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 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 North Market, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

I have read and understand this School Performance Fact Sheet. The School Performance Fact Sheet was reviewed and discussed with a school official prior to signing an enrollment agreement.

Student Signature - Print

User IP Address

Student Signature

Date

School Official

Date



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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.



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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 passed the exam by the number of graduates who took the reported licensing exam.
- “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

The program in which you are enrolling is distance education - not offered in real time. The institution will release the first lesson and materials to you within 24 hours, typically immediately, after the execution of the enrollment agreement, which includes payment for the first course. The institution shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later.

You will receive a refund of all monies paid within 30 days of cancellation. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current period of attendance in your program through the last day of attendance.

Cancellation of this agreement can occur up to: _____
Date

Period of Attendance means:

- 2 credit course = 4 weeks (20 days)
- 3 credit course = 8 weeks (40 days)
- 4 credit course = 12 weeks (60 days)

Note: The period of attendance days for the refund policy is based on a five-day week (Monday through Friday). The learning management system is available 7 days a week, 24 hours a day for the duration of the course.

Cancellation is effective on the date the notice of cancellation is provided to the institution. The notice may be provided in any form. Written may be sent to PO Box 275, Whitethorn, CA 95589, orally by phone, email to registrar@hawthorn.edu or the preferred online method through the student portal's Course Withdrawal Request.

This Institution shall transmit all of the lessons and other materials, as applicable, to the student if the student (a) has fully paid for the educational program; and (b) after having received the first lesson and initial materials, requests in writing that all of the material be sent. If the Institution transmits the balance of the material as the student requests, the Institution shall remain obligated to provide the other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student but shall not be obligated to pay any refund after all of the lessons and material are transmitted.



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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2018 & 2019

Master of Science in Traditional Nutrition - 30 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	3	3	2	67%
2019	3	3	1	33%

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2018	3	2	1	1	100%
2019	3	1	1	0	0%

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 from the Admissions Representative .



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

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2018	0	0	1
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	1	0	1
2019	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2018	1	1
2019	0	0



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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	1
2019	0	0

Student Initials: _____ Date: _____

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

This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed 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

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

Student Initials: _____ Date: _____

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

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

Calendar Year	Graduates Available for Employment	Graduates Employed in the Field	No Salary Information Reported
2018	1	1	0
2019	1	0	0

Calendar Year	\$0	\$5,001	\$10,001	\$15,001	\$20,001	\$25,001	\$30,001
	-	-	-	-	-	-	-
	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

Calendar Year	\$35,001	\$40,001	\$45,001	\$50,001	\$55,001	\$60,001	\$65,001
	-	-	-	-	-	-	-
	\$40,000	\$45,000	\$50,000	\$55,000	\$60,000	\$65,000	\$70,000
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

Calendar Year	\$70,001	\$75,001	\$80,001	\$85,001	\$90,001	\$95,001	\$100,001
	-	-	-	-	-	-	-
	\$75,000	\$80,000	\$85,000	\$90,000	\$95,000	\$100,000	& Over
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

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

Student Initials: _____ Date: _____

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Cost of Educational Program

Total charges for the program for students completing on-time in 2018: \$7,979.00. 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: \$10,480.00. Additional charges may be incurred if the program is not completed on-time.

Student Initials: _____ **Date:** _____

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

Federal Student Loan Debt

Students at Hawthorn University 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 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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I have read and understand this School Performance Fact Sheet. The School Performance Fact Sheet was reviewed and discussed with a school official prior to signing an enrollment agreement.

Student Signature - Print

User IP Address

Student Signature

Date

School Official

Date



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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.
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- “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 passed the exam by the number of graduates who took the reported licensing exam.
- “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

The program in which you are enrolling is distance education - not offered in real time. The institution will release the first lesson and materials to you within 24 hours, typically immediately, after the execution of the enrollment agreement, which includes payment for the first course. The institution shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later.

You will receive a refund of all monies paid within 30 days of cancellation. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current period of attendance in your program through the last day of attendance.

Cancellation of this agreement can occur up to: _____
Date

Period of Attendance means:

- 2 credit course = 4 weeks (20 days)
- 3 credit course = 8 weeks (40 days)
- 4 credit course = 12 weeks (60 days)

Note: The period of attendance days for the refund policy is based on a five-day week (Monday through Friday). The learning management system is available 7 days a week, 24 hours a day for the duration of the course.

Cancellation is effective on the date the notice of cancellation is provided to the institution. The notice may be provided in any form. Written may be sent to PO Box 275, Whitethorn, CA 95589, orally by phone, email to registrar@hawthorn.edu or the preferred online method through the student portal's Course Withdrawal Request.

This Institution shall transmit all of the lessons and other materials, as applicable, to the student if the student (a) has fully paid for the educational program; and (b) after having received the first lesson and initial materials, requests in writing that all of the material be sent. If the Institution transmits the balance of the material as the student requests, the Institution shall remain obligated to provide the other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student but shall not be obligated to pay any refund after all of the lessons and material are transmitted.



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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2018 & 2019

Nutrition Consultant - 48 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	41	41	8	20%
2019	20	20	8	40%

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2018	41	8	8	5	63%
2019	20	8	8	0	0%

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 from the Admissions Representative .



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

Part-Time vs. Full-Time Employment

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

Self-Employed / Freelance Positions

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



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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	0

Student Initials: _____ Date: _____

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

This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed 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

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

Student Initials: _____ Date: _____

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

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

Calendar Year	Graduates Available for Employment	Graduates Employed in the Field	No Salary Information Reported
2018	8	5	0
2019	8	0	0

Calendar Year	\$0	\$5,001	\$10,001	\$15,001	\$20,001	\$25,001	\$30,001
	-	-	-	-	-	-	-
	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000
2018	2	1	0	0	0	0	0
2019	0	1	0	0	0	0	0

Calendar Year	\$35,001	\$40,001	\$45,001	\$50,001	\$55,001	\$60,001	\$65,001
	-	-	-	-	-	-	-
	\$40,000	\$45,000	\$50,000	\$55,000	\$60,000	\$65,000	\$70,000
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

Calendar Year	\$70,001	\$75,001	\$80,001	\$85,001	\$90,001	\$95,001	\$100,001
	-	-	-	-	-	-	-
	\$75,000	\$80,000	\$85,000	\$90,000	\$95,000	\$100,000	& Over
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

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

Student Initials: _____ Date: _____

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



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Cost of Educational Program

Total charges for the program for students completing on-time in 2018: \$7,210.00. 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: \$8,475.00. Additional charges may be incurred if the program is not completed on-time.

Student Initials: _____ **Date:** _____

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

Federal Student Loan Debt

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Student Initials: _____ **Date:** _____

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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 North Market, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

I have read and understand this School Performance Fact Sheet. The School Performance Fact Sheet was reviewed and discussed with a school official prior to signing an enrollment agreement.

Student Signature - Print

User IP Address

Student Signature

Date

School Official

Date



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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.



Hawthorn University

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Physical: 475 Hungry Gulch Road, Suite C, Whitethorn CA 95589

P: 707-986-4153 | www.hawthorn.edu

- “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 passed the exam by the number of graduates who took the reported licensing exam.
- “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

The program in which you are enrolling is distance education - not offered in real time. The institution will release the first lesson and materials to you within 24 hours, typically immediately, after the execution of the enrollment agreement, which includes payment for the first course. The institution shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later.

You will receive a refund of all monies paid within 30 days of cancellation. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current period of attendance in your program through the last day of attendance.

Cancellation of this agreement can occur up to: _____
Date

Period of Attendance means:

- 2 credit course = 4 weeks (20 days)
- 3 credit course = 8 weeks (40 days)
- 4 credit course = 12 weeks (60 days)

Note: The period of attendance days for the refund policy is based on a five-day week (Monday through Friday). The learning management system is available 7 days a week, 24 hours a day for the duration of the course.

Cancellation is effective on the date the notice of cancellation is provided to the institution. The notice may be provided in any form. Written may be sent to PO Box 275, Whitethorn, CA 95589, orally by phone, email to registrar@hawthorn.edu or the preferred online method through the student portal's Course Withdrawal Request.

This Institution shall transmit all of the lessons and other materials, as applicable, to the student if the student (a) has fully paid for the educational program; and (b) after having received the first lesson and initial materials, requests in writing that all of the material be sent. If the Institution transmits the balance of the material as the student requests, the Institution shall remain obligated to provide the other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student but shall not be obligated to pay any refund after all of the lessons and material are transmitted.



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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2018 & 2019

Scientific Foundations of Holistic Nutrition Certificate - 24 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	8	8	2	25%
2019	1	1	0	0%

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2018	8	2	2	0	0%
2019	1	0	0	0	0%

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 from the Admissions Representative .



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

Part-Time vs. Full-Time Employment

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

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



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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	0
2019	0	0

Student Initials: _____ Date: _____

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

This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed 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

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

Student Initials: _____ Date: _____

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

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

Calendar Year	Graduates Available for Employment	Graduates Employed in the Field	No Salary Information Reported
2018	2	0	0
2019	0	0	0

Calendar Year	\$0	\$5,001	\$10,001	\$15,001	\$20,001	\$25,001	\$30,001
	-	-	-	-	-	-	-
	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

Calendar Year	\$35,001	\$40,001	\$45,001	\$50,001	\$55,001	\$60,001	\$65,001
	-	-	-	-	-	-	-
	\$40,000	\$45,000	\$50,000	\$55,000	\$60,000	\$65,000	\$70,000
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

Calendar Year	\$70,001	\$75,001	\$80,001	\$85,001	\$90,001	\$95,001	\$100,001
	-	-	-	-	-	-	-
	\$75,000	\$80,000	\$85,000	\$90,000	\$95,000	\$100,000	& Over
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

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

Student Initials: _____ Date: _____

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Cost of Educational Program

Total charges for the program for students completing on-time in 2018: \$3,990.00. 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: \$4,656.00. Additional charges may be incurred if the program is not completed on-time.

Student Initials: _____ **Date:** _____

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

Federal Student Loan Debt

Students at Hawthorn University 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 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 North Market, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

I have read and understand this School Performance Fact Sheet. The School Performance Fact Sheet was reviewed and discussed with a school official prior to signing an enrollment agreement.

Student Signature - Print

User IP Address

Student Signature

Date

School Official

Date



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Definitions

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- “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.
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- “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

The program in which you are enrolling is distance education - not offered in real time. The institution will release the first lesson and materials to you within 24 hours, typically immediately, after the execution of the enrollment agreement, which includes payment for the first course. The institution shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later.

You will receive a refund of all monies paid within 30 days of cancellation. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current period of attendance in your program through the last day of attendance.

Cancellation of this agreement can occur up to: _____
Date

Period of Attendance means:

- 2 credit course = 4 weeks (20 days)
- 3 credit course = 8 weeks (40 days)
- 4 credit course = 12 weeks (60 days)

Note: The period of attendance days for the refund policy is based on a five-day week (Monday through Friday). The learning management system is available 7 days a week, 24 hours a day for the duration of the course.

Cancellation is effective on the date the notice of cancellation is provided to the institution. The notice may be provided in any form. Written may be sent to PO Box 275, Whitethorn, CA 95589, orally by phone, email to registrar@hawthorn.edu or the preferred online method through the student portal's Course Withdrawal Request.

This Institution shall transmit all of the lessons and other materials, as applicable, to the student if the student (a) has fully paid for the educational program; and (b) after having received the first lesson and initial materials, requests in writing that all of the material be sent. If the Institution transmits the balance of the material as the student requests, the Institution shall remain obligated to provide the other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student but shall not be obligated to pay any refund after all of the lessons and material are transmitted.



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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2018 & 2019

Wise Traditions Nutrition Certificate - 15 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	2	2	1	50%
2019	0	0	0	0%

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2018	2	1	1	1	100%
2019	0	0	0	0	0%

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 from the Admissions Representative .



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

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2018	0	0	1
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	1	0	1
2019	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2018	1	1
2019	0	0



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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	1
2019	0	0

Student Initials: _____ Date: _____

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

This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed 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

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

Student Initials: _____ Date: _____

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

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

Calendar Year	Graduates Available for Employment	Graduates Employed in the Field	No Salary Information Reported
2018	1	1	0
2019	0	0	0

Calendar Year	\$0	\$5,001	\$10,001	\$15,001	\$20,001	\$25,001	\$30,001
	-	-	-	-	-	-	-
	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000
2018	1	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

Calendar Year	\$35,001	\$40,001	\$45,001	\$50,001	\$55,001	\$60,001	\$65,001
	-	-	-	-	-	-	-
	\$40,000	\$45,000	\$50,000	\$55,000	\$60,000	\$65,000	\$70,000
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

Calendar Year	\$70,001	\$75,001	\$80,001	\$85,001	\$90,001	\$95,001	\$100,001
	-	-	-	-	-	-	-
	\$75,000	\$80,000	\$85,000	\$90,000	\$95,000	\$100,000	& Over
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

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

Student Initials: _____ Date: _____

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Cost of Educational Program

Total charges for the program for students completing on-time in 2018: \$2,595.00. 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: \$3,046.00. Additional charges may be incurred if the program is not completed on-time.

Student Initials: _____ **Date:** _____

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

Federal Student Loan Debt

Students at Hawthorn University 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 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 North Market, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

I have read and understand this School Performance Fact Sheet. The School Performance Fact Sheet was reviewed and discussed with a school official prior to signing an enrollment agreement.

Student Signature - Print

User IP Address

Student Signature

Date

School Official

Date



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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.
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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.
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You will receive a refund of all monies paid within 30 days of cancellation. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current period of attendance in your program through the last day of attendance.

Cancellation of this agreement can occur up to: _____
Date

Period of Attendance means:

- 2 credit course = 4 weeks (20 days)
- 3 credit course = 8 weeks (40 days)
- 4 credit course = 12 weeks (60 days)

Note: The period of attendance days for the refund policy is based on a five-day week (Monday through Friday). The learning management system is available 7 days a week, 24 hours a day for the duration of the course.

Cancellation is effective on the date the notice of cancellation is provided to the institution. The notice may be provided in any form. Written may be sent to PO Box 275, Whitethorn, CA 95589, orally by phone, email to registrar@hawthorn.edu or the preferred online method through the student portal's Course Withdrawal Request.

This Institution shall transmit all of the lessons and other materials, as applicable, to the student if the student (a) has fully paid for the educational program; and (b) after having received the first lesson and initial materials, requests in writing that all of the material be sent. If the Institution transmits the balance of the material as the student requests, the Institution shall remain obligated to provide the other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student but shall not be obligated to pay any refund after all of the lessons and material are transmitted.



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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2018 & 2019

Holistic Health Certificate - 11 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	0	0	0	0%
2019	0	0	0	0%

Student Initials: _____ Date: _____

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

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

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

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 from the Admissions Representative .



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

Part-Time vs. Full-Time Employment

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

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



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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	0
2019	0	0

Student Initials: _____ Date: _____

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

This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

Student Initials: _____ Date: _____

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

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed 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

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

Student Initials: _____ Date: _____

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

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

Calendar Year	Graduates Available for Employment	Graduates Employed in the Field	No Salary Information Reported
2018	0	0	0
2019	0	0	0

Calendar Year	\$0	\$5,001	\$10,001	\$15,001	\$20,001	\$25,001	\$30,001
	-	-	-	-	-	-	-
	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

Calendar Year	\$35,001	\$40,001	\$45,001	\$50,001	\$55,001	\$60,001	\$65,001
	-	-	-	-	-	-	-
	\$40,000	\$45,000	\$50,000	\$55,000	\$60,000	\$65,000	\$70,000
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

Calendar Year	\$70,001	\$75,001	\$80,001	\$85,001	\$90,001	\$95,001	\$100,001
	-	-	-	-	-	-	&
	\$75,000	\$80,000	\$85,000	\$90,000	\$95,000	\$100,000	Over
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

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

Student Initials: _____ Date: _____

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Cost of Educational Program

Total charges for the program for students completing on-time in 2018: \$1,879.00. 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: \$2,179.00. Additional charges may be incurred if the program is not completed on-time.

Student Initials: _____ **Date:** _____

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

Federal Student Loan Debt

Students at Hawthorn University 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 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 North Market, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

I have read and understand this School Performance Fact Sheet. The School Performance Fact Sheet was reviewed and discussed with a school official prior to signing an enrollment agreement.

Student Signature - Print

User IP Address

Student Signature

Date

School Official

Date



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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.



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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 passed the exam by the number of graduates who took the reported licensing exam.
- “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

The program in which you are enrolling is distance education - not offered in real time. The institution will release the first lesson and materials to you within 24 hours, typically immediately, after the execution of the enrollment agreement, which includes payment for the first course. The institution shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later.

You will receive a refund of all monies paid within 30 days of cancellation. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current period of attendance in your program through the last day of attendance.

Cancellation of this agreement can occur up to: _____
Date

Period of Attendance means:

- 2 credit course = 4 weeks (20 days)
- 3 credit course = 8 weeks (40 days)
- 4 credit course = 12 weeks (60 days)

Note: The period of attendance days for the refund policy is based on a five-day week (Monday through Friday). The learning management system is available 7 days a week, 24 hours a day for the duration of the course.

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This Institution shall transmit all of the lessons and other materials, as applicable, to the student if the student (a) has fully paid for the educational program; and (b) after having received the first lesson and initial materials, requests in writing that all of the material be sent. If the Institution transmits the balance of the material as the student requests, the Institution shall remain obligated to provide the other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student but shall not be obligated to pay any refund after all of the lessons and material are transmitted.