

# PACIFIC WEST ACADEMY 16117 COVELLO ST. VAN NUYS, CA 91406 818.906.3754|www.pwa.edu

#### SCHOOL PERFORMANCE FACT SHEET - CALENDAR YEARS 2019 & 2020

## **CERTIFIED EXECUTIVE SECURITY SPECIALIST (348hrs.)**

#### **ON-TIME COMPLETION RATES (GRADUATION RATES)**

Calendar Year	Number of Students who Began the Program	Students available for Graduation	Number of On- Time Graduates	On-Time Completion Rate
2019	114	112	112	98%
2020	97	96	96	99%

Student's Initials	:	Date:	

#### **JOB PLACEMENT RATES**

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
2019	114	112	112	69	62%
2020	97	96	83	60	72.29%

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. Contact PWA's placement staff for this information.

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



# **GAINFULLY EMPLOYED CATEGORIES**

# Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2019	7	62	69
2020	3	57	60

# 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
2019	62	2	69
2020	58	2	60

## Self-Employed / Freelance Positions

Colondar	Graduates Employed who are Self-	Total Graduates	
Calendar Year	Employed or Working Freelance	Employed in the Field	
2019	3	69	
2020	3	60	

## **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
2019	25	69
2020	27	60

Student's Initials:	Date:	
Student's initials:	Date:	

<sup>\*\*</sup>Initial only after you have had sufficient time to read and understand the informati



# **LICENSE EXAMINATION PASSAGE RATES**

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2019	112	112	112	0	100%
2020	96	96	96	0	100%

Licensu	re examina	tion pass	age dat	a is not	availab	le from	the sta	te agen	cy adm	inisterir	ng the e	xamina	tion. We a
unable t	to collect d	ata from	# gradu	ıates.									
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	's Initials:										ā		
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<b>A</b> 1				ſ			al tariba	- C' - I -I					
Calendar	salary and Graduates	Graduates							\$50,001	55,000	60,001	65,001	No Salary
Year	Available for		-	-	-	-	-	-	-	-	-	-	Informatio
	Employment		\$25,000	\$30,000	\$35,000	\$40,000	\$45,000	\$50,000	\$55,000	60,000	65,000	70, 000	Reported
		Field		-				-					_
2019	112	68	1	6	15	7	15	9	4	1	1	1	8
2020	96	60	1	1	6	9	6	22	9	0	1	1	4
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Total ch	arges for t	he progra	am for s	tudents	compl	eting or	n-time i	n 2020:	\$12,94	7. Addit	ional cl	narges n	nay be
incurred	d if the pro	gram is n	ot com	oleted c	n-time								
	_												_
	arges for t				•	•	n-time i	n 2019:	\$12,94	7. Addit	ional ch	narges n	nay be
incurred	if the pro	gram is n	ot com	oleted c	n-time	•							

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

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



School Official

# **FEDERAL STUDENT LOAN DEBT**

	-	r federal student loans. This institution does not meet the ow its students to participate in federal student aid programs.
Student's Initials:	Date:	<del></del> _
**Initial only after you have ha	ad sufficient time to r	read and understand the information.
	n rates, placement ra	stsecondary Education. Regardless of any information you tes, starting salaries, or license exam passage rates, this fact it to state law.
Any questions a student may h institution may be directed to t		t sheet that have not been satisfactorily answered by the
	Bureau for Private	e Postsecondary Education
	1747 N. Ma	arket Blvd, Suite 225
	Sacram	nento, CA 95834
	www	v.bppe.ca.gov
		or
toll-free	telephone number (8	88) 370-7589 or by fax (916) 263-1897.
Student Name - Print		
Student Signature		Date

Date



#### **DEFINITIONS**

- "Number of Students Who Began the Program" means the number of students who began a program who
  were scheduled to complete the program within 100% of the published program length within the
  reporting calendar year and excludes all students who cancelled during the cancellation period.
- "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- "150% Graduates" is the number of students who completed the program within 150% of the program length
- (includes on-time graduates).
- "150% Completion Rate" is the number of students who completed the program in the reported calendar year within
- 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
- "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become
  incarcerated, are called to active military duty, are international students that leave the United States or
  do not have a visa allowing employment in the United States, or are continuing their education in an
  accredited or bureau-approved postsecondary institution.
- "Graduates Employed in the Field" means graduates who beginning within six months after a student
  completes the applicable educational program are gainfully employed, whose employment has been
  reported, and for whom the institution has documented verification of employment. For occupations for
  which the state requires passing an examination, the six months period begins after the announcement of
  the examination results for the first examination available after a student completes an applicable
  educational program.
- "Placement Rate Employed in the Field" is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- "Number of Graduates Taking Exam" is the number of graduates who took the first available exam in the reported calendar year.
- "First Available Exam Date" is the date for the first available exam after a student completed a program.
- "Passage Rate" is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
- "Salary" is as reported by graduate or graduate's employer.
- "No Salary Information Reported" is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

#### STUDENT'S RIGHT TO CANCEL

A notice of cancellation shall be in writing, and a withdrawal may be effectuated by the student's written notice to the school administrative office, 16117 Covello St. Van Nuys, CA 91406 or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance. The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the seventh day after enrollment, whichever is later. 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).

The institution shall issue a refund for unearned institutional charges if the student cancels an enrollment agreement or withdraws during a period of attendance. The refund policy for students who have completed 60 percent or less of the period of attendance shall be a pro rata refund. The institution shall pay or credit refunds within 45 days of a student's cancellation or withdrawal.

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



# PACIFIC WEST ACADEMY 16117 COVELLO ST. VAN NUYS, CA 91406 818.906.3754 | www.pwa.edu

#### SCHOOL PERFORMANCE FACT SHEET - CALENDAR YEARS 2019 & 2020

## **CERTIFIED PROTECTION SPECIALIST (232hrs.)**

## **ON-TIME COMPLETION RATES (GRADUATION RATES)**

Calendar Year	Number of Students who Began the Program	Students available for Graduation	Number of On- Time Graduates	On-Time Completion Rate
2019	5	5	5	100%
2020	0	0	0	-

Student's Initials: Date:
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#### **JOB PLACEMENT RATES**

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
2019	5	5	5	5	100%
2020	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. Contact PWA's placement staff for this information.

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# **GAINFULLY EMPLOYED CATEGORIES**

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

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2019	2	3	5
2020	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
2019	5	0	5
2020	0	0	0

# Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field	
2019	0	5	
2020	0	0	

# **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
2019	3	5
2020	0	0

Student's Initials:		Date:	
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<sup>\*\*</sup>Initial only after you have had sufficient time to read and understand the information



#### **LICENSE EXAMINATION PASSAGE RATES**

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2019	5	0	0	0	0
2020	0	0	0	0	0

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

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

#### **SALARY AND WAGE INFORMATION**

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

Calendar	Graduates	Graduates	\$20,001	\$35,001	\$40,001	\$45,001	No Salary
Year	Available for	Employed in	-	-	-	-	Information
	Employment	Field	\$25,000	\$40,000	\$45,000	\$50,000	Reported
2019	5	5	0	1	3	0	1
2020	0	0	0	0	0	0	0

A list of sources used to su	bstantiate salary disclo	sures is available from the school. Please contact PWA's
Administration departmen	t for this information.	
Student's Initials:	Date:	
**Initial only after you hav	e had sufficient time to	read and understand the information.

#### **COST OF EDUCATIONAL PROGRAM**

Total charges for the program for students completing on time in 2019: \$11,147. Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2020: \$11,147. Total charges may be higher for students that do not complete on time.

Student's Initials: Da	te:
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<sup>\*\*</sup>Initial only after you have had sufficient time to read and understand the information.



Student Signature

School Official

# **FEDERAL STUDENT LOAN DEBT**

Student's initials.	Date:	
**Initial only after you hav	e had sufficient time to read and understand the information.	
may have relating to compl	the Bureau for Private Postsecondary Education. Regardless of any information you etion rates, placement rates, starting salaries, or license exam passage rates, this faction as calculated pursuant to state law.	ct
Any questions a student mainstitution may be directed	y have regarding this fact sheet that have not been satisfactorily answered by the to the:	
	Bureau for Private Postsecondary Education	
	1747 N. Market Blvd, Suite 225	
	Sacramento, CA 95834	
	www.bppe.ca.gov	
	or	
toll-f	ree telephone number (888) 370-7589 or by fax (916) 263-1897.	

Date

Date

#### **DEFINITIONS**

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  accredited or bureau-approved postsecondary institution.
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## **STUDENT'S RIGHT TO CANCEL**

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



# PACIFIC WEST ACADEMY 16117 Covello St., Van Nuys, CA 91406 619-225-9093 | www.pwa.edu

#### SCHOOL PERFORMANCE FACT SHEET - CALENDAR YEARS 2019 & 2020

## **COMPREHENSIVE SECURITY TRAINING (104hrs.)**

## **ON-TIME COMPLETION RATES (GRADUATION RATES)**

Calendar Year	Number of Students who Began the Program	Students available for Graduation	Number of On- Time Graduates	On-Time Completion Rate
2019	59	59	59	100%
2020	38	38	38	100%

Student's Initials: Date:
otudent s initials:

#### **JOB PLACEMENT RATES**

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
2019	59	59	44	44	75%
2020	38	38	33	27	81%

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. Contact PWA's placement staff for this information.

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



# **GAINFULLY EMPLOYED CATEGORIES**

# Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2019	19	25	44
2020	11	16	27

# 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
2019	44	0	44
2020	27	0	27

# Self-Employed / Freelance Positions

	Graduates Employed who are Self-	Total Graduates	
Calendar Year	Employed or Working Freelance	Employed in the Field	
2019	0	44	
2020	0	27	

# **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
2019	22	44
2020	9	27

Student's Initials:	Date:
Student's initials:	Date:

<sup>\*\*</sup>Initial only after you have had sufficient time to read and understand the information



## **LICENSE EXAMINATION PASSAGE RATES**

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2019	59	59	59	0	100%
2020	38	38	38	0	100%

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

	tials: after you have had su			rstand the	informati	on.	
SALARY AND WAGE INFORMATION							
Annual salary	and wages reported for	or graduates employe	ed in the f	ield.			
Calendar	Graduates	Graduates	\$20,001	\$35,001	\$40,001	\$45,001	No Salary
Year	Available for	Employed in	-	-	-	-	Informatio
	Employment	Field	\$25,000	\$40,000	\$45,000	\$50,000	Reported
2019	44	44	27	17	0	0	0
2020	38	27	13	6	3	5	0
A list of sour	ces used to substantia	te salary disclosures	is availab	le from the	school. P	ease cont	act PWA's
Administration	on department for this	information.					
Student's Init	tials:	Date:					
**Initial only	after you have had su	ifficient time to read	and unde	rstand the	informati	on.	
	COST OF EDUCATIONAL PROGRAM						
_	for the program for st e program is not comp		n-time in 2	2020: \$1,95	0. Additio	nal charge	es may be
_	for the program for st e program is not comp		n-time in 2	2019: \$1,95	0. Additio	nal charge	es may be
Student's Ini	tials:	Date:					

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



School Official

# **FEDERAL STUDENT LOAN DEBT**

Students at Pacific West Academy are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.						
Student's Initials:	Date:	<del></del>				
**Initial only after you have had sufficient time to read and understand the information.						
	etion rates, placement r	ostsecondary Education. Regardless of any information you rates, starting salaries, or license exam passage rates, this fact ant to state law.				
Any questions a student mainstitution may be directed		ct sheet that have not been satisfactorily answered by the				
	Bureau for Priva	te Postsecondary Education				
		ol Oaks Drive, Suite 400				
	·	mento, CA 95833				
	ww	vw.bppe.ca.gov				
		or				
Toll-1	ree telephone number (	(888) 370-7589 or by fax (916) 263-1897.				
Student Name - Print						
Student Signature		Date				

Date

#### **DEFINITIONS**

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  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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- "150% Graduates" is the number of students who completed the program within 150% of the program length
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- 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
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  do not have a visa allowing employment in the United States, or are continuing their education in an
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  completes the applicable educational program are gainfully employed, whose employment has been
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  which the state requires passing an examination, the six months period begins after the announcement of
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- "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
- "Salary" is as reported by graduate or graduate's employer.
- "No Salary Information Reported" is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

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

A notice of cancellation shall be in writing, and a withdrawal may be effectuated by the student's written notice to the school administrative office, 16117 Covello St. Van Nuys, CA 91406 or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance. The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the seventh day after enrollment, whichever is later. 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).

The institution shall issue a refund for unearned institutional charges if the student cancels an enrollment agreement or withdraws during a period of attendance. The refund policy for students who have completed 60 percent or less of the period of attendance shall be a pro rata refund. The institution shall pay or credit refunds within 45 days of a student's cancellation or withdrawal.

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



# PACIFIC WEST ACADEMY 16117 COVELLO ST. VAN NUYS, CA 91406 818.906.3754|www.pwa.edu

#### SCHOOL PERFORMANCE FACT SHEET - CALENDAR YEARS 2019 & 2020

#### CYBER SECURITY OPERATOR (328hrs)\*

\*This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program began on 05/29/2020. As of 05/29/2022, two full years of data for this program will be available.

#### **ON-TIME COMPLETION RATES (GRADUATION RATES)**

Calendar Year	Number of Students who Began the Program	Students available for Graduation	Number of On- Time Graduates	On-Time Completion Rate
2019	0	0	0	0
2020	0	0	0	-

Student's Initials:	Date:	

#### **JOB PLACEMENT RATES**

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
2019	0	0	0	0	0
2020	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. Contact PWA's placement staff for this information.

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



# **GAINFULLY EMPLOYED CATEGORIES**

# Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2019	0	0	0
2020	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
2019	0	0	0
2020	0	0	0

# Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field	
2019	0	5	
2020	0	0	

# **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	
2019	0	0	
2020	0	0	

Student's Initials:	Date:
Student S mitials:	Date:

<sup>\*\*</sup>Initial only after you have had sufficient time to read and understand the information



#### **LICENSE EXAMINATION PASSAGE RATES**

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2019	0	0	0	0	0
2020	0	0	0	0	0

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

Student's Initials:	Date:	<del></del>	
**Initial only after you have	e had sufficient time to	o read and understand the information.	

#### **SALARY AND WAGE INFORMATION**

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

Calendar	Graduates	Graduates	\$20,001	\$35,001	\$40,001	\$45,001	No Salary
Year	Available for	Employed in	-	-	-	-	Information
	Employment	Field	\$25,000	\$40,000	\$45,000	\$50,000	Reported
2019	0	0	0	0	0	0	0
2020	0	0	0	0	0	0	0

A list of sources used to s	bstantiate salary disclosures is available from the school.	Please contact PWA's
Administration departme	t for this information.	
Student's Initials:	Date:	
**Initial only after you ha	ve had sufficient time to read and understand the informa	ition.

#### **COST OF EDUCATIONAL PROGRAM**

Total charges for the program for students completing on time in 2019: \$12,947.00. Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2020: \$12,947.00. Total charges may be higher for students that do not complete on time.

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



Student Signature

School Official

# **FEDERAL STUDENT LOAN DEBT**

	demy are not eligible for federal student loans. This institution does not meet the n criteria that would allow its students to participate in federal student aid program	ıs.
Student's Initials:	Date:	
**Initial only after you have	had sufficient time to read and understand the information.	
may have relating to comple	ne Bureau for Private Postsecondary Education. Regardless of any information you tion rates, placement rates, starting salaries, or license exam passage rates, this faction as calculated pursuant to state law.	t
Any questions a student ma institution may be directed	have regarding this fact sheet that have not been satisfactorily answered by the othe:	
	Bureau for Private Postsecondary Education	
	1747 N. Market Blvd, Suite 225	
	Sacramento, CA 95834	
	www.bppe.ca.gov	
	or	
toll-f	ee telephone number (888) 370-7589 or by fax (916) 263-1897.	
Student Name - Print		

Date

Date

#### **DEFINITIONS**

- "Number of Students Who Began the Program" means the number of students who began a program who
  were scheduled to complete the program within 100% of the published program length within the
  reporting calendar year and excludes all students who cancelled during the cancellation period.
- "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- "150% Graduates" is the number of students who completed the program within 150% of the program length
- (includes on-time graduates).
- "150% Completion Rate" is the number of students who completed the program in the reported calendar year within
- 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
- "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become
  incarcerated, are called to active military duty, are international students that leave the United States or
  do not have a visa allowing employment in the United States, or are continuing their education in an
  accredited or bureau-approved postsecondary institution.
- "Graduates Employed in the Field" means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- "Placement Rate Employed in the Field" is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- "Number of Graduates Taking Exam" is the number of graduates who took the first available exam in the reported calendar year.
- "First Available Exam Date" is the date for the first available exam after a student completed a program.
- "Passage Rate" is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
- "Salary" is as reported by graduate or graduate's employer.
- "No Salary Information Reported" is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

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

A notice of cancellation shall be in writing, and a withdrawal may be effectuated by the student's written notice to the school administrative office, 16117 Covello St. Van Nuys, CA 91406 or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance. The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the seventh day after enrollment, whichever is later. 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).

The institution shall issue a refund for unearned institutional charges if the student cancels an enrollment agreement or withdraws during a period of attendance. The refund policy for students who have completed 60 percent or less of the period of attendance shall be a pro rata refund. The institution shall pay or credit refunds within 45 days of a student's cancellation or withdrawal.

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