



**SCHOOL PERFORMANCE FACT SHEET
2019 & 2020 Calendar Years**

Manufacturing Training (630 hours)

On-Time Completion Rates (Graduation Rates)

Includes data for the two calendar years prior to reporting.

Calendar Year	Number of Students who began Program	Student Available for Graduation	Number of On-time Graduates	On-Time Completion Rates
2019	68	69	48	70%
2020	52	50	35	70%

Student's Initials: _____ Date: _____

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

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2019	68	48	44	31	70%
2020	52	35	33	25	76%

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. This form can be obtained from the TET front office.

Student's Initials: _____ Date: _____

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



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

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 hours per week	Graduate Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2019	0	31	31
2020	0	25	25

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	31	0	31
2020	25	0	25

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2019	0	31
2020	0	25

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	1	31
2020	0	25

Student's Initials: _____ Date: _____

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



License Examination Passage Rates for NIMS Certifications

This program does not require a state license to be employed in the field.

Student's Initials: _____ Date: _____

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**Students enrolled in TET have taken multiple tests on multiple dates*

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 Field	\$20,001 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 to \$40,000	\$40,001 to \$45,000	Students Not Reporting Salary
2019	44	31	1	18	12	0	0	0
2020	33	25	0	23	2	0	0	0

Student are entitled to a list of the job classifications considered to be in the field of the educational program. To obtain this list, please visit the office or you can review the list on TET's website at: www.technicalemploy.org

Student's Initials: _____ Date: _____

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

Cost of Educational Program

Total charges for the program for students completing on time in 2019: \$7,667.00
 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: \$7,700.00
 Total charges may be higher for students that do not complete on time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt



Students of Technical Employment Training Inc. are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

Student's Initials: _____ **Date:** _____

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

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Student Name-Print

Student Signature

Date

School Official

Date



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

The student has the right to cancel and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. You have the right to cancel a course of instruction including any equipment such as books, materials and supplies or any other goods related to the instruction offered in this agreement, if notice of cancellation is made prior to or on the first day of instruction.

Cancellation shall occur when you have given written notice of cancellation to TET administrative office. The notice of cancellation need not take any particular form and, however expressed, is effective if it shows that you no longer wish to be bound by this agreement. The notice of cancellation, may be sent by mail to the address: 194 N. Leland Norton Way, San Bernardino, CA 92408.

If you cancel this agreement, the school will issue a refund, less any non-refundable fees within 45 calendar days after your notice of cancellation is received.

Withdrawals

You have the right to withdraw from a course of instruction at any time. If you withdraw from the course of instruction after the seventh day of instruction and prior to completion of up to 60% of the total program hours, TET will provide a prorated tuition refund, less the non-refundable registration fee within 45 calendar days of your withdrawal.

- IF THE AMOUNT THAT YOU HAVE PAID IS MORE THAN THE AMOUNT THAT YOU OWE FOR THE TIME YOU ATTENDED, THEN A REFUND WILL BE MADE WITHIN 45 CALENDAR DAYS OF WITHDRAWAL.

- IF THE AMOUNT THAT YOU OWE IS MORE THAN THE AMOUNT THAT YOU HAVE ALREADY PAID, THEN YOU WILL HAVE TO MAKE ARRANGEMENTS TO PAY FOR IT.

For the purpose of determining the amount you owe for the time you attended, you shall be deemed to have withdrawn from the course when any of the following occurs:

- You notify TET of your withdrawal or the actual date of intent to withdrawal.
 - When you have given written notice of cancellation to TET you are to notify the Administrative office of your withdrawal or send by mail to the address: 194 N. Leland Norton Way, San Bernardino, CA 92408. The notice need not take any particular form and, however expressed, it is effective if it shows that you no longer wish to be bound by this agreement.
- TET terminates your enrollment for any reason.
- Failure to attend classes in violation of the TET attendance policy. In this case, the date of withdrawal shall be deemed to be the last day of attendance.

**** Students who attend 60% of the total program hours will be charged 100% tuition and fees.**



Refunds

A student has a right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh (7th) day after enrollment, whichever is later.

Students are provided an orientation on the first day of the program. Orientation outlines the refund policy as follows:

- Students withdrawing from the program will have their fees refunded if they withdraw after the first class day or within seven (7) days of signing the enrollment agreement.
- A notice of cancellation shall be in writing, and that a withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.
- TET shall refund 100% of the amount paid for institutional charges less a reasonable deposit or application fee, not to exceed a hundred dollars (\$200) if the notice of cancellation can be made through attendance at the first class session.
- Students have a right to appeal, with the Director of Operations, any charges they have paid which may be in question. A "Calculation of Charges Form" may be obtained online or in the TET office.
- Refunds are given if the program itself is cancelled. All fees will be refunded within forty-five (45) calendar days of the cancellation date without requiring additional paperwork by the student.
- Military Service: A student who is called for active military service shall not incur academic or financial penalties due to their service on behalf of the country. Fees will be refunded on a pro-rated basis and calculated by the number of program hours completed. The student needs to present his/her orders and/or deployment papers for the refund. For information or for resolution of specific payment problems, a veteran should call the Department of Veteran's Administration (DVA) toll-free number, 1-888-442-4551.

Calculation of Amount of Tuition Refund

The institution shall have and maintain the policy set forth in this article for the refund of the unused portion of tuition and fees and other charges if the student does not register for the period of attendance or withdraws at any time prior to completion of the courses, or otherwise fails to complete the period of enrollment. The institutional refund policy for students who have completed 60 percent or less of the course of instruction shall be a pro rata refund.

The refund shall be calculated as follows:

1. Deduct a non-refundable registration fee not to exceed \$200 from the total tuition charge.
2. Divide this figure by the number of days in the program.
3. The quotient is the daily charge for the program.
4. The amount owed by the student for the purposes of calculating a refund is derived by multiplying the total days attended by the daily charge for instruction plus the amount of the non-refundable registration fee specified.



Technical Employment Training

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5. The refund shall be any amount in excess of the figure derived in paragraph (4) that was paid by the student.

For the purposes of determining the amount you owe for the time you attended, you shall be deemed to have withdrawn from the course when any of the following occurs:

- a. You notify the school of your withdrawal or the actual date of withdrawal.
- b. The school terminates your enrollment.

Additional Disclosure

Per California regulations governing the operation of TET, we are required to disclose to you any additional charges, fees, or expenses that you may incur while attending school that are NOT INCLUDED in the cost of your program:

1. **Housing Costs**
TET does not offer housing to any student. You will be responsible for your own Housing.
2. **Travel Expenses**
TET does not provide transportation services to students. You will be responsible for any travel expenses that will result from traveling to and from school.
3. **Incidental school supplies**
TET does not provide incidental supplies as part of the cost of your program. These items include, but are not limited to: writing instruments, notebooks, papers, or any other supplies, equipment or tools necessary to complete assignments or comply with uniform guidelines stated in the School Catalogue. You will be responsible for paying for these items separately.
4. **Textbook Rental Disclosure**
TET equipment, materials and textbooks can be checked out to the student free of charge. Students must return all checked item(s) before the completion of the program. Students who fail to return check items or return the item(s) damaged will be charged the full replacement cost of the said item(s). Failure to pay will result in a hold placed on the student's account which may prevent the student from receiving transcripts and/or completion documents.