

SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2021 & 2022

VOCATIONAL NURSING - 44 WEEKS

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
2022	83	83	32	38%
2021	86	84	37	44%

Student's Initials: _____ Date: _____

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

Students Completing Within 150% of the Published Program Length

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2022	83	83	53	64%
2021	86	84	54	64%

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
2022	83	53	49	35	71%
2021	86	54	50	36	72%

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. Your enrollment specialist will have the list available for you.

To obtain an additional list of employment positions determined to be within the field for which a student received education and training for the calculation of job placement rates, please refer to the California Employment Development Department website at:

[Summary Occupational Guide \(ca.gov\)](https://www.labormarketinfo.edd.ca.gov/OccGuides/Summary.aspx?Soccode=292061&Geography=0604000099)

<https://www.labormarketinfo.edd.ca.gov/OccGuides/Summary.aspx?Soccode=292061&Geography=0604000099>

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

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2022	0	35	35
2021	0	36	36

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
2022	35	0	35
2021	36	0	36

Self-Employed / Freelance Positions (N/A)

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2022	0	35
2021	0	36

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
2022	0	35
2021	0	36

Student's Initials: _____ Date: _____

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

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

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
2022	53	44	35	9	80%
2021	54	39	35	4	90%

Student's Initials: _____ Date: _____

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

https://www.bvnpt.ca.gov/pdf/vn_pass_rates.pdf

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 3 graduate(s).

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	\$20,000	\$25,001	\$30,001	\$35,001	\$40,001	\$45,001	\$50,001	\$55,001	\$60,001	No Salary Information Reported
			- \$25,000	- \$30,000	- \$35,000	- \$40,000	- \$45,000	- \$50,000	- \$55,000	- \$60,000	- \$65,000	
2022	49	35	0	0	0	0	0	0	0	0	0	35

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,000	\$25,001	\$30,001	\$35,001	\$40,001	\$45,001	\$50,001	\$55,001	\$60,001	No Salary Information Reported
			- \$25,000	- \$30,000	- \$35,000	- \$40,000	- \$45,000	- \$50,000	- \$55,000	- \$60,000	- \$65,000	
2021	50	36	0	0	0	0	0	0	0	0	0	36

A list of sources used to substantiate salary disclosures is available from the school. Your enrollment specialist will have the list available for you.

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 2022: **\$33.891**

Total charges for the program for students completing on-time in 2021: **\$33.891.**

Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Calendar Year(s)	Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2021/22 receiving federal student loans to pay for this program.	The percentage of graduates in 2021/22 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2021/22 graduates who took out federal student loans at this institution.
2022	0%	73%	73%	\$9,446
2021	0%	91%	91%	\$10,606

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

Student's Initials: _____ Date: _____

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

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

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

Student Name - Print

Student Signature

Date

School Official

Date

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 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. If the student cancels, any payment and signed negotiable instrument shall be returned to the student within forty-five (45) days of the date the student signed the cancellation notice, less a reasonable deposit or application fee not to exceed \$100.00, and non-refundable fees.

If the student does not return unused books or equipment issued to him/her within a 10-day period following the date of the notice of cancellation, the Institute may keep an amount the student paid which equals the cost of the books and equipment and the student may keep the equipment. The Institute is required to refund any amount paid in excess of, that which is retained to cover costs of equipment and books not returned by the students. Damaged, marked or unsanitary equipment/supplies cannot be returned.

To cancel the Enrollment Agreement with the Institute, mail (postmarked in time to ensure receipt by the deadline), or deliver a signed and dated copy of the cancellation notice, or by FAX, or send a telegram, or any other written notice, no later than the first class session or the seventh day after enrollment, whichever is later. Remember **you must cancel in writing**. You do not have the right to cancel by simply telephoning the Institute or not attending class.

SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2021 & 2022

NURSE ASSISTANT TRAINING PROGRAM (CNA) - 6 WEEKS

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
2022	10	10	10	100%
2021	4	4	4	100%

Student's Initials: _____ Date: _____

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

Students Completing Within 150% of the Published Program Length

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2022	10	10	10	100%
2021	4	4	4	100%

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
2022	10	10	10	7	70%
2021	4	4	4	3	75%

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. Your enrollment specialist will have the list available for you.

To obtain an additional list of employment positions determined to be within the field for which a student received education and training for the calculation of job placement rates, please refer to the California Employment Development Department website at:

<https://www.labormarketinfo.edd.ca.gov/OccGuides/detail.aspx?Soccode=311014&Geography=0601000000>

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

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2022	0	7	7
2021	0	3	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
2022	7	0	7
2021	3	0	3

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2022	0	7
2021	0	3

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
2022	0	7
2021	0	3

Student's Initials: _____ Date: _____

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

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

No Licensure examination for this program.

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
2022	N/A	N/A	N/A	N/A	N/A
2021	N/A	N/A	N/A	N/A	N/A

Student's Initials: _____ Date: _____

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

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

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	\$20,000 - \$25,000	\$25,001 - \$30,000	\$30,001 - \$35,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	\$50,001 - \$55,000	\$55,001 - \$60,000	\$60,001 - \$65,000	No Salary Information Reported
2022	7	7	0	0	0	0	0	0	0	0	0	7

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,000 - \$25,000	\$25,001 - \$30,000	\$30,001 - \$35,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	\$50,001 - \$55,000	\$55,001 - \$60,000	\$60,001 - \$65,000	No Salary Information Reported
2021	3	3	0	0	0	0	0	0	0	0	0	3

A list of sources used to substantiate salary disclosures is available from the school. Your enrollment specialist will have the list available for you.

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 2022: **\$2,141.**

Total charges for the program for students completing on-time in 2021: **\$2,141.**

Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Calendar Year(s)	Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2021/22 receiving federal student loans to pay for this program.	The percentage of graduates in 2021/22 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2021/22 graduates who took out federal student loans at this institution.
2022	0%	0%	0%	\$9,446
2021	0%	0%	0%	\$10,606

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

Student’s Initials: _____ **Date:** _____

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

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

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

Student Name - Print

Student Signature

Date

School Official

Date

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 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. If the student cancels, any payment and signed negotiable instrument shall be returned to the student within forty-five (45) days of the date the student signed the cancellation notice, less a reasonable deposit or application fee not to exceed \$100.00, and non-refundable fees.

If the student does not return unused books or equipment issued to him/her within a 10-day period following the date of the notice of cancellation, the Institute may keep an amount the student paid which equals the cost of the books and equipment and the student may keep the equipment. The Institute is required to refund any amount paid in excess of, that which is retained to cover costs of equipment and books not returned by the students. Damaged, marked or unsanitary equipment/supplies cannot be returned.

To cancel the Enrollment Agreement with the Institute, mail (postmarked in time to ensure receipt by the deadline), or deliver a signed and dated copy of the cancellation notice, or by FAX, or send a telegram, or any other written notice, no later than the first class session or the seventh day after enrollment, whichever is later. Remember **you must cancel in writing**. You do not have the right to cancel by simply telephoning the Institute or not attending class.

SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2021 & 2022

HOME HEALTH AIDE PROGRAM (HHA) – 1.5 WEEKS

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
2022	3	3	3	100%
2021	2	2	2	100%

Student's Initials: _____ Date: _____

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

Students Completing Within 150% of the Published Program Length

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2022	3	3	3	100%
2021	2	2	2	100%

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
2022	3	3	3	3	100%
2021	2	2	2	2	100%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. Your enrollment specialist will have the list available for you.

To obtain an additional list of employment positions determined to be within the field for which a student received education and training for the calculation of job placement rates, please refer to the California Employment Development Department website at:

<https://www.labormarketinfo.edd.ca.gov/OccGuides/Detail.aspx?Soccode=311011&Geography=060100037>

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

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2022	0	3	3
2021	0	2	2

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
2022	3	0	3
2021	2	0	2

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2022	0	3
2021	0	2

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
2022	0	2
2021	0	2

Student's Initials: _____ Date: _____

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

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

No Licensure examination for this program.

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
2022	N/A	N/A	N/A	N/A	N/A
2021	N/A	N/A	N/A	N/A	N/A

Student's Initials: _____ Date: _____

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

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

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	\$20,000	\$25,001	\$30,001	\$35,001	\$40,001	\$45,001	\$50,001	\$55,001	\$60,001	No Salary Information Reported
			- \$25,000	- \$30,000	- \$35,000	- \$40,000	- \$45,000	- \$50,000	- \$55,000	- \$60,000	- \$65,000	
2022	3	3	0	0	0	0	0	0	0	0	0	3

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,000	\$25,001	\$30,001	\$35,001	\$40,001	\$45,001	\$50,001	\$55,001	\$60,001	No Salary Information Reported
			- \$25,000	- \$30,000	- \$35,000	- \$40,000	- \$45,000	- \$50,000	- \$55,000	- \$60,000	- \$65,000	
2021	2	2	0	0	0	0	0	0	0	0	0	2

A list of sources used to substantiate salary disclosures is available from the school. Your enrollment specialist will have the list available for you.

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 2022: **\$1,553.**

Total charges for the program for students completing on-time in 2021: **\$1,553.**

Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Calendar Year(s)	Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2021-22 receiving federal student loans to pay for this program.	The percentage of graduates in 2021-22 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2021-22 graduates who took out federal student loans at this institution.
2022	0%	0%	0%	\$9,446
2021	0%	0%	0%	\$10,606

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

Student's Initials: _____ Date: _____

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

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

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

Student Name - Print

Student Signature

Date

School Official

Date

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 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. If the student cancels, any payment and signed negotiable instrument shall be returned to the student within forty-five (45) days of the date the student signed the cancellation notice, less a reasonable deposit or application fee not to exceed \$100.00, and non-refundable fees.

If the student does not return unused books or equipment issued to him/her within a 10-day period following the date of the notice of cancellation, the Institute may keep an amount the student paid which equals the cost of the books and equipment and the student may keep the equipment. The Institute is required to refund any amount paid in excess of, that which is retained to cover costs of equipment and books not returned by the students. Damaged, marked or unsanitary equipment/supplies cannot be returned.

To cancel the Enrollment Agreement with the Institute, mail (postmarked in time to ensure receipt by the deadline), or deliver a signed and dated copy of the cancellation notice, or by FAX, or send a telegram, or any other written notice, no later than the first class session or the seventh day after enrollment, whichever is later. Remember **you must cancel in writing**. You do not have the right to cancel by simply telephoning the Institute or not attending class.