



45 W. Easy Str., Suite 7, Simi Valley, CA 93065

\*(818)322-9674\*(805) 387-8383\*

[www.sergioschooloftrucking.com](http://www.sergioschooloftrucking.com)

## SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2021 & 2022

**Advanced Commercial Driver, Class AP/P - Truck Driver Training-160 Hours + 8  
hours DMV**

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### **On- Time Completion Rates (Graduation Rates)**

Includes data for the two calendar years prior to reporting

<b>Calendar Year</b>	<b>Number of Students Who Began Program</b>	<b>Students Available for Graduation</b>	<b>Number of On-Time Graduates</b>	<b>On-Time Completion Rate</b>
2021	45	30	26	87%
2022	94	55	50	91%

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

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



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**Student Completing within 150% of the Published Program Length**

Calendar Year	Number of Students Who Began Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2021	45	30	0	0%
2022	94	55	0	0%

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

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % in the Field
2021	45	30	30	28	94%
2022	94	55	55	50	91%

You may obtain from the institution a list of the employment positions determined to be in the field for which student received education and training. (For more info contact the Bureau of labor statistic at [www.bls.gov](http://www.bls.gov)).



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

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

<b>Calendar Year</b>	<b>Graduate Employed in the field 20-29 Hours per week</b>	<b>Graduate Employed in the field at least 30 Hours per week</b>	<b>Total Graduates Employed in the field</b>
2021	0	28	28
2022	0	50	50

**Single Position vs. Concurrent Aggregated Position**

<b>Calendar Year</b>	<b>Graduate Employed in the Field 20-29 Hours Per Week</b>	<b>Graduate Employed in the Field at Least 30 Hours Per Week</b>	<b>Total Graduates Employed in the Field</b>
2021	0	28	28
2022	0	50	50

**Self-Employed / Freelance Positions**

<b>Calendar Year</b>	<b>Graduates Employed who are Self-Employed or Working Freelance</b>	<b>Total Graduates Employed in the Field</b>
2021	0	28
2022	0	50



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**Institutional Employment**

<b>Calendar Year</b>	<b>Graduate 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</b>	<b>Total Graduates Employed in the Field</b>
2021	0	28
2022	0	50

**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)**

<b>Calendar Year</b>	<b>Number of Graduates in Calendar Year</b>	<b>Number of Graduates taking Exam</b>	<b>Number Who passed First Available Exam</b>	<b>Number Who Failed First Available Exam</b>	<b>Passage Rate</b>
2021	30	30	26	4	87%
2022	55	55	50	5	91%

License examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

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

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

<b>Calendar Year</b>	<b>Graduates Available for Employment</b>	<b>Graduates Employed in Field</b>	<b>\$40,001 - \$45,000</b>	<b>\$50,001 - \$55,000</b>	<b>\$60,001 - \$65,000</b>	<b>No Salary Information Reported</b>
2021	30	28	0	0	0	28
2022	55	50	0	0	0	50

A list of sources used to substantiate salary disclosures is available from the school (for more information please contact the school via [sergiotruckingschool@gmail.com](mailto:sergiotruckingschool@gmail.com)).

**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 the students on time in 2021: \$ 4,925.00

Total charges may be higher for students that do not complete on time.

Total charges for the program for the students on time in 2022: \$ 4,925.00

Total charges may be higher for students that do not complete on time.

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

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### **Federal Student Loan Debt**

Students at Sergio school of Trucking 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 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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, [www.bppe.ca.gov](http://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



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### **Definitions:**

- “Number of Students Who Began Program” means the number of students who began the 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 canceled during the cancellation period.
- “Student available for graduation” is the number of students who began the program minus the number of students who have died, been incarcerated, or have been called to 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 reported calendar year.
- “On-time Completion Rates” 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 graduations, die, become incarcerated, are called to active military duty, are international students who 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.



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- “Graduates employed in the field” mean 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 education 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 a graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates whom, after making reasonable attempts, the school was not able to obtain salary information.





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

- You have the right to cancel your agreement for a program of instruction, without any penalty of obligations, through attendance at the first-class session or the seventh calendar day after enrollment, whichever is later. 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 payment period in your program through the last day of attendance.
- Cancellation may occur when the student provides a written notice of cancellation at the following address: Sergio School of Trucking, 45 W. Easy St., Suite 7, Simi Valley, CA 93065. This can be done by mail or by hand delivery.
- The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
- The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the enrollment agreement
- If the enrollment Agreement is cancelled the school will refund the student any money he/she paid less a registration or administration fee not to exceed \$ 250.00, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
- A withdrawal may be effectuated by the student's written notice or by the student's conduct, including but not limited to, a student's lack of attendance.



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## SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2021 & 2022

**Commercial Driver license, Class BP/P - Truck Driver Training-160 Hours + 8 hours  
DMV**

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### On- Time Completion Rates (Graduation Rates)

Includes data for the two calendar years prior to reporting

<b>Calendar Year</b>	<b>Number of Students Who Began Program</b>	<b>Students Available for Graduation</b>	<b>Number of On-Time Graduates</b>	<b>On- Time Completion Rate</b>
2021	0	0	0	100%
2022	39	27	27	100%

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

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**Student Completing within 150% of the Published Program Length**

<b>Calendar Year</b>	<b>Number of Students Who Began Program</b>	<b>Students Available for Graduation</b>	<b>150% Graduates</b>	<b>150% Completion Rate</b>
2021	0	0	0	0%
2022	39	27	0	0%

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

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

<b>Calendar Year</b>	<b>Number of Students Who Began Program</b>	<b>Number of Graduates</b>	<b>Graduates Available for Employment</b>	<b>Graduates Employed in the Field</b>	<b>Placement Rate % in the Field</b>
2021	0	0	0	0	100%
2022	39	27	27	27	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. (For more info, please contact the school via [sergiotruckingschool@gmail.com](mailto:sergiotruckingschool@gmail.com)).



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

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

<b>Calendar Year</b>	<b>Graduate Employed in the Field 20-29 Hours Per Week</b>	<b>Graduate Employed in the Field at Least 30 Hours Per Week</b>	<b>Total Graduates Employed in the Field</b>
2021	0	0	0
2022	0	27	27

**Single Position vs. Concurrent Aggregated Position**

<b>Calendar Year</b>	<b>Graduate Employed in the Field 20-29 Hours Per Week</b>	<b>Graduate Employed in the Field at Least 30 Hours Per Week</b>	<b>Total Graduates Employed in the Field</b>
2021	0	0	0
2022	0	27	27

**Self-Employed / Freelance Positions**

<b>Calendar Year</b>	<b>Graduates Employed who are Self-Employed or Working Freelance</b>	<b>Total Graduates Employed in the Field</b>
2021	0	0
2022	0	27



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**Institutional Employment**

<b>Calendar Year</b>	<b>Graduate 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</b>	<b>Total Graduates Employed in the Field</b>
2021	0	0
2022	0	27

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

<b>Calendar Year</b>	<b>Number of Graduates in Calendar Year</b>	<b>Number of Graduates Taking Exam</b>	<b>Number Who Passed First Available Exam</b>	<b>Number Who Failed First Available Exam</b>	<b>Passage Rate</b>
2021	0	0	0	0	100%
2022	27	27	25	2	93%

License examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

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

Calendar Year	Graduates Available for Employment	Graduates Employed in the Field	\$40,001 - \$45,000	\$50,001 - \$55,000	\$60,001 - \$65,000	No Salary Information Reported
2021	0	0	0	0	0	0
2022	27	27	0	0	0	27

A list of sources used to substantiate salary disclosures is available from the school (for more information please contact the school via [sergiotruckingschool@gmail.com](mailto:sergiotruckingschool@gmail.com)).

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

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**Cost of Educational Program**

Total charges for the program for the students on time in 2021: \$ 3,815.50

Total charges may be higher for students that do not complete on time.

Total charges for the program for the students on time in 2022: \$ 3,815.50

Total charges may be higher for students that do not complete on time.

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

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### **Federal Student Loan Debt**

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\_\_\_\_\_  
Student Name – Print

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



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- “On-time Completion Rates” 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 graduations, die, become incarcerated, are called to active military duty, are international students who 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.





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- “Graduates employed in the field” mean 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 education 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 a graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates whom, after making reasonable attempts, the school was not able to obtain salary information.



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

- You have the right to cancel your agreement for a program of instruction, without any penalty of obligations, through attendance at the first-class session or the seventh calendar day after enrollment, whichever is later. 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 payment period in your program through the last day of attendance.
- Cancellation may occur when the student provides a written notice of cancellation at the following address: Sergio School of Trucking, 45 W. Easy St., Suite 7, Simi Valley, CA 93065. This can be done by mail or by hand delivery.
- The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
- The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the enrollment agreement
- If the enrollment Agreement is cancelled the school will refund the student any money he/she paid less a registration or administration fee not to exceed \$ 250.00, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
- A withdrawal may be effectuated by the student's written notice or by the student's conduct, including but not limited to, a student's lack of attendance.



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## SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2021 & 2022

**Class A Refresher Course - Truck Driver Training- 40 Hours + 8 hours DMV**

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### On- Time Completion Rates (Graduation Rates)

Includes data for the two calendar years prior to reporting

Calendar Year	Number of Students Who Began Program	Students Available for Graduation	Number of On-Time Graduates	On- Time Completion Rate
2021	69	57	56	98%
2022	303	240	237	99%

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

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**Student Completing within 150% of the Published Program Length**

Calendar Year	Number of Students Who Began Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2021	69	57	0	0%
2022	303	240	0	0%

**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 % in the Field
2021	69	57	57	51	89%
2022	303	240	240	235	98%

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 (for more information please contact the school via [sergiotruckingschool@gmail.com](mailto:sergiotruckingschool@gmail.com)).

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

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

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

<b>Calendar Year</b>	<b>Graduate Employed in the Field 20-29 Hours Per Week</b>	<b>Graduate Employed in the Field at Least 30 Hours Per Week</b>	<b>Total Graduates Employed in the Field</b>
2021	0	51	51
2022	0	235	235

**Single Position vs. Concurrent Aggregated Position**

<b>Calendar Year</b>	<b>Graduate Employed in the Field 20-29 Hours Per Week</b>	<b>Graduate Employed in the Field at Least 30 Hours Per Week</b>	<b>Total Graduates Employed in the Field</b>
2021	0	51	51
2022	0	235	235

**Self-Employed / Freelance Positions**

<b>Calendar Year</b>	<b>Graduates Employed who are Self-Employed or Working Freelance</b>	<b>Total Graduates Employed in the Field</b>
2021	0	51
2022	0	235



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**Institutional Employment**

<b>Calendar Year</b>	<b>Graduate 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</b>	<b>Total Graduates Employed in the Field</b>
2021	0	51
2022	0	235

**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)**

<b>Calendar Year</b>	<b>Number of Graduates in Calendar Year</b>	<b>Number of Graduates Who Taking Exam</b>	<b>Number of Students Who passed First Exam</b>	<b>Number of Students Who Failed First Available Exam</b>	<b>Passage Rate</b>
2021	57	57	56	1	98%
2022	240	240	237	3	99%

License examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

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

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

<b>Calendar Year</b>	<b>Graduates Available for Employment</b>	<b>Graduates Employed in the Field</b>	<b>\$40,001 - \$ 45,000</b>	<b>\$50,001 \$55,000</b>	<b>\$60,001 \$ 65,000</b>	<b>No Salary Information Reported</b>
2021	57	51	0	0	0	51
2022	240	235	0	0	0	235

A list of sources used to substantiate salary disclosures is available from the school (for more information please contact the school via [sergiotruckingschool@gmail.com](mailto:sergiotruckingschool@gmail.com)).

**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 2021: \$2,474.00  
Additional charges may be incurred if the program is not completed on-time.

Total charges for the program for students completing on-time in 2022: \$2,474.00  
Additional charges may be incurred if the program is not completed on-time.

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

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



45 W. Easy Str., Suite 7, Simi Valley, CA 93065

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**Federal Student Loan Debt**

Students at Sergio school of Trucking 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 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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, [www.bppe.ca.gov](http://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





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### **Definitions:**

- “Number of Students Who Began Program” means the number of students who began the 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 canceled during the cancellation period.
- “Student available for graduation” is the number of students who began the program minus the number of students who have died, been incarcerated, or have been called to 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 reported calendar year.
- “On-time Completion Rates” 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 graduations, die, become incarcerated, are called to active military duty, are international students who 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.



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- “Graduates employed in the field” mean 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 education 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 a graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates whom, after making reasonable attempts, the school was not able to obtain salary information.



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

- You have the right to cancel your agreement for a program of instruction, without any penalty of obligations, through attendance at the first-class session or the seventh calendar day after enrollment, whichever is later. 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 payment period in your program through the last day of attendance.
- Cancellation may occur when the student provides a written notice of cancellation at the following address: Sergio School of Trucking, 45 W. Easy St., Suite 7, Simi Valley, CA 93065. This can be done by mail or by hand delivery.
- The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
- The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the enrollment agreement
- If the enrollment Agreement is cancelled the school will refund the student any money, he/she paid less a registration or administration fee not to exceed \$ 250.00, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
- A withdrawal may be effectuated by the student's written notice or by the student's conduct, including but not limited to, a student's lack of attendance.