

# CALIFORNIA ELECTROLOGY ACADEMY

1159 Pomona Rd, Suite D2, Corona, California 92882  
951-987-0034 | www.electrologyacademy.com

## SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2022 & 2023

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

Includes data for the two calendar years prior to reporting

#### Electrology (180 Hours)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2022	0	0	0	0
2023	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

#### Electrology (180 Hours)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of 150% Graduates	150% Completion Rate
2020	4	4	1	25%
2021	2	2	1	50%
2022	0	0	0	0
2023	2	2	2	100%

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

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## Job Placement Rates

(Includes data for the two calendar years prior to reporting)

### **Electrology (180 Hours)**

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	0	0	0	0	0
2023	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. Please contact the school directly at [info@electrologyacademy.com](mailto:info@electrologyacademy.com) or call us at 951-987-0034

## Gainfully Employed Categories

(Includes data for the two calendar years prior to reporting)

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

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2022	0	0	0
2023	1	1	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	0	0	0
2023	2	0	2

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### Self-Employed / Freelance Positions

Calendar Year	Graduates Employed Who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2022	0	0
2023	1	2

This program may result in freelance or self-employment.

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

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

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### Institutional Employment

Calendar Year	Graduates Employed in the Field Who are Employed by the Institution, an Employer Owned by the Institution or an Employer Who Shares Ownership with the institution	Total Graduates Employed in the Field
2022	0	0
2023	0	2

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

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### License Examinations Passage Rates

(Includes data for the two calendar years prior to reporting)

#### Electrology (180 Hours)

##### **This Program Does Not Require State Licensure**

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	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA

Licensure examination passage data is not available from the state agency administrating 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)

#### Electrology (180 Hours)

*Annual Salary and Wages Reported for Graduates Employed in the Field*

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$55,001 To \$60,000	No Salary Information Reported
2022	0	0	0	0
2023	2	2	1	1

A list of sources used to substantiate salary disclosures is available from the school. Student's may obtain this information from the school directly by contacting us via email at [info@electrologyacademy.com](mailto:info@electrologyacademy.com) or calling us at 951-987-0034.

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## **Cost of Educational Program**

Total Charges for the Program for students completing on-time in 2022: \$3,600.00. Additional charges may be incurred if the program is not completed on-time.

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

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Total Charges for the Program for students completing on-time in 2023: \$3,600.00. Additional charges may be incurred if the program is not completed on-time.

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

**Only initial after you have had sufficient time to read and understand the information.**

## **Federal Student Loan Debt**

Students at California Electrology 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:** \_\_\_\_\_

**Only initial 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. Ste 225, Sacramento, CA 95834, [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 the Program” means the number of students who began a program who were scheduled to compete 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 Employment 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 employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

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

**SEVEN-DAY CANCELLATION:** An applicant who provides written notice of cancellation within seven (7) business days, excluding weekends and holidays, of executing the enrollment agreement is entitled to a refund of all monies paid, excluding the \$250 non-refundable online registration fee. The notice of cancellation shall be in writing and submitted directly to [California Electrology Academy](#).

**OTHER CANCELLATIONS:** An application requesting cancellation more than seven (7) days after executing the enrollment agreement and making an initial payment, but prior to beginning the online theoretical portion is entitled to a refund of all monies paid, less a maximum tuition fee of 15% of the stated cost of the course.

### **WITHDRAWAL PROCEDURE**

1. A student choosing to withdraw from the school after the commencement of classes is to provide a written notice to the Director of the school, [Johanne Fortier Gonella](#). The notice must include the expected last date of attendance and be signed and dated by the student.
2. If special circumstances arise, a student may request, in writing, a leave of absence, which should include the date the student anticipates the leave beginning and ending. The withdrawal date will be the date the student is scheduled to return to from the leave of absence but fails to do so.
3. A student will be determined to be withdrawn from the institution if the student misses over (7) consecutive instructional days and all of the days are unexcused.
4. All refunds will be submitted within 45 days of the determination of the withdrawal date.

**REFUND POLICY:** After the cancellation period (seven days), the institution provides a pro rata refund of **ALL** funds paid for tuition charges to students who have completed 75 percent or less of the period of attendance. Once more than 75 percent of the enrollment period in the entire course has incurred (**including absences**), there will be no refund to the student.

The online registration fee of **\$250.00 is a non-refundable item**. Equipment, books, supplies, tools, uniforms, kits and any other items **issued and received by the student** are not returnable or refundable. **Once received** by the student it will belong to the student and will represent a liability to the student.

If you cancel the agreement, the school will refund any money that you paid, less any deduction for registration fee and equipment received. If you withdraw from school after the cancellation period, the refund policy described above will apply. 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 days of the official withdrawal. See Refunds section below. If the amount that you owe is more than the amount that you have already paid, then you will have to arrange to pay it. Official withdrawal date is on the student's notification or school's determination.

<b>Proportion of total Program Hours completed by Withdrawal Date</b>	<b>Tuition refund</b>
Less than 25%	75% of program cost
25% up to but less than 50%	50% of program cost
50% up to but less than 75%	25% of program cost
75% or more	No Refund

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## SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2022 & 2023

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

Includes data for the two calendar years prior to reporting

#### Electrology (400 Hours)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2022	6	5	5	100%
2023	10	10	7	70%

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

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### Students Completing Within 150% of the Published Program Length

#### Electrology (400 Hours)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of 150% Graduates	150% Completion Rate
2020	6	6	4	67%
2021	3	3	2	67%
2022	6	5	5	100%
2023	10	10	7	70%

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## Job Placement Rates

(Includes data for the two calendar years prior to reporting)

### **Electrology (400 Hours)**

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	6	5	5	5	100%
2023	10	7	7	6	86%

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. Please contact the school directly at [info@electrologyacademy.com](mailto:info@electrologyacademy.com) or call us at 951-987-0034

## Gainfully Employed Categories

(Includes data for the two calendar years prior to reporting)

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

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2022	0	0	5
2023	3	2	6

### **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	0	0	5
2023	6	0	6

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### Self-Employed / Freelance Positions

Calendar Year	Graduates Employed Who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2022	5	5
2023	4	6

This program may result in freelance or self-employment.

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

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

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### Institutional Employment

Calendar Year	Graduates Employed in the Field Who are Employed by the Institution, an Employer Owned by the Institution or an Employer Who Shares Ownership with the institution	Total Graduates Employed in the Field
2022	0	5
2023	0	6

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### License Examinations Passage Rates

(Includes data for the two calendar years prior to reporting)

#### Electrology (400 Hours)

#### **This Program Does Not Require State Licensure**

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	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA

Licensure examination passage data is not available from the state agency administrating 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)

#### Electrology (400 Hours)

*Annual Salary and Wages Reported for Graduates Employed in the Field*

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$15,001 to \$20,000	\$30,001 to \$35,000	\$35,001 to \$40,000	\$75,001 to \$80,000	No Salary Information Reported
2022	5	5	0	0	0	0	5
2023	7	6	1	1	1	1	2

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### **Cost of Educational Program**

Total Charges for the Program for students completing on-time in 2022: \$7,600.00. Additional charges may be incurred if the program is not completed on-time.

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

**Only initial after you have had sufficient time to read and understand the information.**

Total Charges for the Program for students completing on-time in 2023: \$7,600.00. Additional charges may be incurred if the program is not completed on-time.

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

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### **Federal Student Loan Debt**

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

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\_\_\_\_\_  
Student Name – Print

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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2. If special circumstances arise, a student may request, in writing, a leave of absence, which should include the date the student anticipates the leave beginning and ending. The withdrawal date will be the date the student is scheduled to return to from the leave of absence but fails to do so.
3. A student will be determined to be withdrawn from the institution if the student misses over (7) consecutive instructional days and all of the days are unexcused.
4. All refunds will be submitted within 45 days of the determination of the withdrawal date.

**REFUND POLICY:** After the cancellation period (seven days), the institution provides a pro rata refund of **ALL** funds paid for tuition charges to students who have completed 75 percent or less of the period of attendance. Once more than 75 percent of the enrollment period in the entire course has incurred (**including absences**), there will be no refund to the student.

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Proportion of total Program Hours completed by Withdrawal Date	Tuition refund
Less than 25%	75% of program cost
25% up to but less than 50%	50% of program cost
50% up to but less than 75%	25% of program cost
75% or more	No Refund

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## SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2022 & 2023

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

Includes data for the two calendar years prior to reporting

#### Electrology (600 Hours)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2022	46	32	22	69%
2023	84	84	61	73%

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

#### Electrology (600 Hours)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of 150% Graduates	150% Completion Rate
2020	13	13	7	54%
2021	27	27	19	70%
2022	46	32	30	94%
2023	84	84	63	75%

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

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

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## Job Placement Rates

(Includes data for the two calendar years prior to reporting)

### **Electrology (600 Hours)**

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	46	32	32	24	75%
2023	84	63	63	55	89%

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. Please contact the school directly at [info@electrologyacademy.com](mailto:info@electrologyacademy.com) or call us at 951-987-0034

## Gainfully Employed Categories

(Includes data for the two calendar years prior to reporting)

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

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2022	4	3	24
2023	5	14	55

### **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	24
2023	22	4	55



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### Self-Employed / Freelance Positions

Calendar Year	Graduates Employed Who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2022	17	24
2023	21	55

This program may result in freelance or self-employment.

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

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

Only initial after you have had sufficient time to read and understand the information.

### 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	24
2023	3	55

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

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### License Examinations Passage Rates

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(Includes data for the two calendar years prior to reporting)

### **Electrology (600 Hours)**

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	32	22	19	3	86%
2023	63	60	40	20	67%

Licensure examination passage data is not available from the state agency administrating the examination. We are unable to collect data from 3 graduates.

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

**Only initial after you have had sufficient time to read and understand the information.**

### **Salary and Wage Information**

(Includes data for the two calendar years prior to reporting)

### **Electrology (600 Hours)**

*Annual Salary and Wages Reported for Graduates Employed in the Field*

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$10,001	\$15,001	\$20,001	\$35,001	\$40,001	No Salary Information Reported
			-	-	-	-	-	
			\$15,000	\$20,000	\$25,000	\$40,000	\$45,000	
2022	32	24	0	0	1	0	2	19
2023	63	55	2	2	1	1	1	32
			\$45,001	\$50,001	\$55,001	\$60,001	\$65,001	
			-	-	-	-	-	
			\$50,000	\$55,000	\$60,000	\$65,000	\$70,000	
2022			0	0	2	0	0	
2023			1	2	2	1	3	
			\$75,001	\$90,001	\$95,001	Over \$100,000		
			-	-	-			
			\$80,000	\$95,000	\$100,000			
2022			0	0	0	0		
2023			2	1	1	3		

A list of sources used to substantiate salary disclosures is available from the school. Student's may obtain this information from the school directly by contacting us via email at info@electrologyacademy.com or calling us at 951-987-0034.

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

**Only initial after you have had sufficient time to read and understand the information.**

### **Cost of Educational Program**

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Total Charges for the Program for students completing on-time in 2022: \$10,600.00. Additional charges may be incurred if the program is not completed on-time.

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

**Only initial after you have had sufficient time to read and understand the information.**

Total Charges for the Program for students completing on-time in 2023: \$10,600.00. Additional charges may be incurred if the program is not completed on-time.

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

**Only initial after you have had sufficient time to read and understand the information.**

### **Federal Student Loan Debt**

Students at California Electrology 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: \_\_\_\_\_

**Only initial 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. Ste 225, Sacramento, CA 95834, [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

### **Definitions**

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- “Number of Students Who Began the Program” means the number of students who began a program who were scheduled to compete 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 Employment 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 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**

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**SEVEN-DAY CANCELLATION:** An applicant who provides written notice of cancellation within seven (7) business days, excluding weekends and holidays, of executing the enrollment agreement is entitled to a refund of all monies paid, excluding the \$250 non-refundable online registration fee. The notice of cancellation shall be in writing and submitted directly to California Electrology Academy.

**OTHER CANCELLATIONS:** An application requesting cancellation more than seven (7) days after executing the enrollment agreement and making an initial payment, but prior to beginning the online theoretical portion is entitled to a refund of all monies paid, less a maximum tuition fee of 15% of the stated cost of the course.

### **WITHDRAWAL PROCEDURE**

1. A student choosing to withdraw from the school after the commencement of classes is to provide a written notice to the Director of the school, Johanne Fortier Gonella. The notice must include the expected last date of attendance and be signed and dated by the student.
2. If special circumstances arise, a student may request, in writing, a leave of absence, which should include the date the student anticipates the leave beginning and ending. The withdrawal date will be the date the student is scheduled to return to from the leave of absence but fails to do so.
3. A student will be determined to be withdrawn from the institution if the student misses over (7) consecutive instructional days and all of the days are unexcused.
4. All refunds will be submitted within 45 days of the determination of the withdrawal date.

**REFUND POLICY:** After the cancellation period (seven days), the institution provides a pro rata refund of **ALL** funds paid for tuition charges to students who have completed 75 percent or less of the period of attendance. Once more than 75 percent of the enrollment period in the entire course has incurred (**including absences**), there will be no refund to the student.

The online registration fee of **\$250.00 is a non-refundable item**. Equipment, books, supplies, tools, uniforms, kits and any other items **issued and received by the student** are not returnable or refundable. **Once received** by the student it will belong to the student and will represent a liability to the student.

If you cancel the agreement, the school will refund any money that you paid, less any deduction for registration fee and equipment received. If you withdraw from school after the cancellation period, the refund policy described above will apply. 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 days of the official withdrawal. See Refunds section below. If the amount that you owe is more than the amount that you have already paid, then you will have to arrange to pay it. Official withdrawal date is on the student's notification or school's determination.

Proportion of total Program Hours completed by Withdrawal Date	Tuition refund
Less than 25%	75% of program cost
25% up to but less than 50%	50% of program cost
50% up to but less than 75%	25% of program cost
75% or more	No Refund