

3150 Hilltop Mall Road, Suite 27, Richmond, CA 94806

Office Phone: 510-275-9510

Email Address: softtechedu@comcast.net

WORD PROCESSING SPECIALIST - 6 Months

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
2023	4	4	4	100%
2024	3	3	3	100%

Student's Initials:	Date:				
Initial only after you	have had suff	icient time to r	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
2023	4	4	4	1	25%
2024	3	3	3	0	0%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. See Attachment Wage Sheet.

Revised: January 28, 2020 Page 1 of 6



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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
2023	1	0	1
2024	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	
2023	1	0	1
2024	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2023	0	0
2024	0	0

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2023	1	1
2024	0	0

Revised: January 28, 2020

Page 2 of 6



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Student's Initials:	Date:		
Initial only after yo	ou have had sufficient ti	me to read	and understand the
information.			

<u>License Examination Passage Rates</u> (includes data for the two calendar years prior to reporting).

This program does not lead to passage of a state required exam.

Calendar Year	Number of Graduates in Caldenar Year		Number Who Passed First Available Exam Exam	Number Who Failed First Available Exam	Passage Rate
2023	4	0	0	0	0
2024	3	0	0	0	0

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

Student's Initials: _____ Date: ____ Initial only 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)

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

Calendar Year	Graduates Available for Employment	Employed	- 1			-	Information
2023	4	1	1	0	0	0	3
2022	3	0	0	0	0	0	3

A list of sources used to substantiate salary disclosures is available from the school. www.onetonline.org.

Revised: January 28, 2020

Page 3 of 6



School Official

SOFTTECH | Richmond Main Campus SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2023 & 2022

3150 Hilltop Mall Road, Suite 27, Richmond, CA 94806

Office Phone: 510-275-9510 Email Address: softtechedu@comcast.net

Student's Initials: Date: Initial only after you have had sufficient time information.	e to read and understand the
Cost of Education	onal Program
Total charges for the program for students complete may be higher for students that do not complete on	
Total charges for the program for students completing may be higher for students that do not complete on	
Student's Initials: Date: Initial only after you have had sufficient time information.	e to read and understand the
Federal Studen	<u>it Loan Debt</u>
Students at SOFTTECH are not eligible for federal studen Department of Education criteria that would allow its stude	
Student's Initials: Date: Initial only after you have had sufficient time information.	e to read and understand the
This fact sheet is filed with the Bureau for Private Postsect you may have relating to completion rates, placement rate this fact sheet contains the information as calculated pursu	es, starting salaries, or license exam passage rates,
Any questions a student may have regarding this fact sheet institution may be directed to the Bureau for Private Postso 225 Sacramento, CA 95834 Phone: (916) 574-8900, www 7589 or by fax (916) 263-1897.	econdary Education 1747 North Market Blvd., Suite
Student Name - Print	
Student Signature	Date

Date

Revised: January 28, 2020

Page 4 of 6



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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 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.

Revised: January 28, 2020

Page 5 of 6



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STUDENT'S RIGHT TO CANCEL

A student has the right to cancel his or her agreement for a course of instruction, without any

penalty or obligations, through attendance at the first class session, or the seventh 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 sixty (60) percent or less of the course.

Cancellation shall occur when you give written notice of cancellation at the address of the

school shown on the top of the front page of this agreement. You can do this by mail, hand

delivery, or telegram. The written Notice of Cancellation, if sent by mail, is effective when

deposited in the mail properly addressed with postage prepaid.

The written notice of cancellation need not take any particular form and, however expressed,

it is effective if it shows that you no longer wish to be bound by this agreement. You can also

obtain a Notice of Cancellation Form to use at the first day of class, but you can use any

written notice that you wish. SEND TO: SoftTech, Attention Director, 3150 Hilltop Mall

Road, Suite 27, Richmond CA 94806 Office Phone Number: 510-275-9510.

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 \$100.00, and less any deduction

for equipment not returned in good condition, within 45 days after the notice of cancellation

is received.

The school will also refund money collected for sending to a third party on the student's

behalf. The student would receive a refund if he/she paid for all are a part of the tuition. The

third party payer would receive a refund on the basis of what they paid under the same

conditions.

Revised: January 28, 2020



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COMPUTERIZED ACCOUNTING (12 months)

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
2023	7	7	6	90%
2024	6	6	5	83.33%

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 Graduates			Placement Rate % Employed in the Field
2023	7	6	6	0	0
2024	6	5	5	0	0

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. Provided at the time of enrollment, see attached "Wage Sheet".

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

Revised: January 28, 2020

Page 1 of 7



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Part-Time vs. Full-Time Employment

Calendar Year		Graduates Employed in the Field at Least 30 Hours Per Week	
2023	0	0	0
2024	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	
2023	0	0	0
2024	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field	
2023	0	0	
2024	0	0	

Institutional Employment

Calendar Year Graduates Employed in the Field who are Employed by the Institution, an Employed Owned by the Institution, or an Employer who Shares Ownership with the Institution		Total Graduates Employed in the Field
2023	0	0
2024	0	0

Revised: January 28, 2020

Page 2 of 7



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Student's Initials:	Date:	
Initial only after you	have had sufficient t	ime to read and understand the
information, 20		

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

This program does not lead to passage of a state required exam.

Calendar Year	Number of Graduates in Calendar Year	AND DESCRIPTION OF THE PERSON	Number Who Passed First Available Exam	The state of the s	THE PARTY OF THE P
2023	6	0	0	0	0
2024	5	0	0	0	0

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # 6 graduates.

Student's Initials:	Date:		
Initial only after you	u have had sufficie	nt time to read	and understand the
information			

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	Employed	-			•	Information
2023	6	0	0	0	0	0	6
2024	5	0	0	0	0	0	5

A list of sources used to substantiate salary disclosures is available from the school. www.onetonline.org

Revised: January 28, 2020 Page 3 of 7



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Student's Initials: Date: Initial only after you have had sufficient tin information.	ne to read and understand the
Cost of Educat	ional Program
Total charges for the program for students complete on the higher for students that do not complete o	
Total charges for the program for students completed may be higher for students that do not complete o	
Student's Initials: Date: Initial only after you have had sufficient tin information.	ne to read and understand the
Federal Stude	ent Loan Debt
Students at SOFTTECH are not eligible for federal students. Department of Education criteria that would allow its students.	
Student's Initials: Date: Initial only after you have had sufficient tin information.	ne to read and understand the
This fact sheet is filed with the Bureau for Private Posts you may have relating to completion rates, placement raths fact sheet contains the information as calculated pu	ates, starting salaries, or license exam passage rates,
Any questions a student may have regarding this fact shinstitution may be directed to the Bureau for Private Pos 225 Sacramento, CA 95834 Phone: (916) 574-8900, ww 7589 or by fax (916) 263-1897.	stsecondary Education 1747 North Market Blvd., Suite
Student Name - Print	
Oluuchi Maine - Fiint	
Student Signature	Date
School Official	Date

Revised: January 28, 2020



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Definitions

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 were scheduled to complete the program within 100% of the published program length within the reporting
 calendar year and excludes all students who cancelled during the cancellation period.
- "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.

Revised: January 28, 2020

Page 5 of 7



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• "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.

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- "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.

Revised: January 28, 2020

Page 6 of 7



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STUDENT'S RIGHT TO CANCEL

A student has the right to cancel his or her agreement for a course of instruction, without any penalty or obligations, through attendance at the first class session, or the seventh 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 sixty (60) percent or less of the course.

Cancellation shall occur when you give written notice of cancellation at the address of the school shown on the top of the front page of this agreement. You can do this by mail, hand delivery, or telegram. The written Notice of Cancellation, if sent by mail, is effective when deposited in the mail properly addressed with postage prepaid.

The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that you no longer wish to be bound by this agreement. You can also obtain a Notice of Cancellation Form to use at the first day of class, but you can use any written notice that you wish. SEND TO: SoftTech, Attention Director, 3150 Hilltop Mall Road, Suite 27, Richmond CA 94806 Office Phone Number: 510-275-9510.

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 \$100.00, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

The school will also refund money collected for sending to a third party on the student's behalf. The student would receive a refund if he/she paid for all are a part of the tuition. The third party payer would receive a refund on the basis of what they paid under the same conditions.

Revised: January 28, 2020

Page 7 of 7



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COMPUTER APPLICATIONS - (33.25 wks)

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
2023	2	2	2	100%
2024	4	4	4	100%

Student's Initials:	Date:		
Initial only after yo	u have had suff	icient 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		Placement Rate % Employed in the Field
2023	2	2	2	0	0
2024	4	4	4	0	0

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. See Attachment Wage Sheet.

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

Revised: January 28, 2020 Page 1 of 6



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Part-Time vs. Full-Time Employment

Calendar Year		Graduates Employed in the Field at Least 30 Hours Per Week	
2023	0	0	0
2024	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	
2023	0	0	0
2024	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2023	0	0
2024	0	0

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2023	0	0
2024	0	0

Student's Initials: Date:

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

Revised: January 28, 2020 Page 2 of 6



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<u>License Examination Passage Rates</u> (includes data for the two calendar years prior to reporting).

This program does not lead to passage of a state required exam.

Calendar Year	Number of Graduates in Caldenar Year		Number Who Passed First Available Exam Exam	Number Who Failed First Available Exam	Passage Rate
2023	2	0	0	0	0
2024	4	0	0	0	0

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from #4 graduates.

Student's Initials:	Date:			
Initial only after you	have had sufficient ti	ime to read a	and understan	d the
Information.				

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	Employed	-,	-	-,:		Information
2023	2	0	0	0	0	0	2
2024	4	0	0	0	0	0	4

A list of sources used to substantiate salary disclosures is available from the school. www.onetonline.org.

Student's Initials:	Date:			
Initial only after you l	nave had sufficien	t time to read	and understand t	he
information.				

Revised: January 28, 2020 Page 3 of 6



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Office Phone: 510-275-9510

Email Address: softtechedu@comcast.net

Cost of Educational Program

Total charges for the program for students completing on time in 2023: \$9,000.00 Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2024: \$9,000.00 Total charges may be higher for students that do not complete on time. Student's Initials: Date: Initial only after you have had sufficient time to read and understand the information. Federal Student Loan Debt Students at SOFTTECH are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs. Student's Initials: Date: Initial only after you have had sufficient time to read and understand the information. This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law. Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education 1747 North Market Blvd., Suite 225 Sacramento, CA 95834 Phone: (916) 574-8900, 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

Revised: January 28, 2020

Page 4 of 6



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 accredited or bureau-approved postsecondary institution.
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Page 5 of 6



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completed sixty (60) percent or less of the course.

Cancellation shall occur when you give written notice of cancellation at the address of the

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delivery, or telegram. The written Notice of Cancellation, if sent by mail, is effective when

deposited in the mail properly addressed with postage prepaid.

The written notice of cancellation need not take any particular form and, however expressed,

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The school will also refund money collected for sending to a third party on the student's

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conditions.

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COMPUTER APPLICATIONS I - (3 Months)

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
2023	0	0	0	0%
2024	0	0	0	0%

Student's Initials:	Date:	Barrier Barrier	
Initial only after yo	u have had suff	icient time to read	and understand the
information.			

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

Calendar Year		Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2023	0	0	0	0	0%
2024	0	0	0	0	0%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. See Attachment Wage Sheet.

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

Revised: January 28, 2020 Page 1 of 6



3150 Hilltop Mall Road, Suite 27, Richmond, CA 94806

Office Phone: 510-275-9510

Email Address: softtechedu@comcast.net

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
2023	0	0	0
2024	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions		
2023	0	0	0	
2024	0	0	0	

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field	
2023	0	0	
2024	0	0	

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2023	0	0
2024	0	0

Revised: January 28, 2020 Page 2 of 6



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Email Address: softtechedu@comcast.net

Student's Initials:	Date:	
Initial only after you h	ave had sufficient	time to read and understand the
information.		

<u>License Examination Passage Rates</u> (includes data for the two calendar years prior to reporting).

This program does not lead to passage of a state required exam.

Calendar Year	Number of Graduates in Caldenar Year		Number Who Passed First Available Exam Exam	Number Who Failed First Available Exam	Passage Rate
2023	0	0	0	0	0
2024	0	0	0	0	0

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

Student's Initials:	Date:			
Initial only after you h	ave had sufficier	nt time to read	and understan	d the
information				

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	Employed	- 1				Information
2023	0	0	0	0	0	0	0
2024	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. www.onetonline.org.

Revised: January 28, 2020 Page 3 of 6



3150 Hilltop Mall Road, Suite 27, Richmond, CA 94806

Office Phone: 510-275-9510

Email Address: softtechedu@comcast.net

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 2023: \$3,000.00 Total charges may be higher for students that do not complete on time.
Total charges for the program for students completing on time in 2024: \$4,500.00 Total charges may be higher for students that do not complete on time.
Student's Initials: Date: Initial only after you have had sufficient time to read and understand the information.
Federal Student Loan Debt
Students at SOFTTECH are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.
Student's Initials: Date: Initial only after you have had sufficient time to read and understand the information.
This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.
Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education 1747 North Market Blvd., Suite 225 Sacramento, CA 95834 Phone: (916) 574-8900, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.
Student Name - Print
Ottoon Promo Time
Student Signature Date
School Official Date

Revised: January 28, 2020

Page 4 of 6



3150 Hilltop Mall Road, Suite 27, Richmond, CA 94806

Office Phone: 510-275-9510

Email Address: softtechedu@comcast.net

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.

Revised: January 28, 2020 Page 5 of 6



3150 Hilltop Mall Road, Suite 27, Richmond, CA 94806

Office Phone: 510-275-9510

Email Address: softtechedu@comcast.net

STUDENT'S RIGHT TO CANCEL

A student has the right to cancel his or her agreement for a course of instruction, without any

penalty or obligations, through attendance at the first class session, or the seventh 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 sixty (60) percent or less of the course.

Cancellation shall occur when you give written notice of cancellation at the address of the

school shown on the top of the front page of this agreement. You can do this by mail, hand

delivery, or telegram. The written Notice of Cancellation, if sent by mail, is effective when

deposited in the mail properly addressed with postage prepaid.

The written notice of cancellation need not take any particular form and, however expressed,

it is effective if it shows that you no longer wish to be bound by this agreement. You can also

obtain a Notice of Cancellation Form to use at the first day of class, but you can use any

written notice that you wish. SEND TO: SoftTech, Attention Director, 3150 Hilltop Mall

Road, Suite 27, Richmond CA 94806 Office Phone Number: 510-275-9510.

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 \$100.00, and less any deduction

for equipment not returned in good condition, within 45 days after the notice of cancellation

is received.

The school will also refund money collected for sending to a third party on the student's

behalf. The student would receive a refund if he/she paid for all are a part of the tuition. The

third party payer would receive a refund on the basis of what they paid under the same

conditions.

Revised: January 28, 2020

Page 6 of 6



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COMPUTER GRAPHICS & DESIGN - (15 MONTHS)

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
2023	0	0	0	0
2024	0	0	0	0

Student's Initials:	Date:		
Initial only after you	have had suffic	cient 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
2023	0	0	0%	0%
2024	0	0	0%	0%

^{**}Included if the program is more than one year in length.

Student's Initials:		
Initial only after yo	u have had sufficient time to read and understand the	information.

Revised: January 28, 2020

Page 1 of 8



3150 Hilltop Mall Road, Suite 27, Richmond, CA 94806

Office Phone: 510-275-9510

Email Address: softtechedu@comcast.net

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

Calendar Year	Number of Students Who Began Program	Number of Graduates		THE PROPERTY AND ADDRESS OF THE PARTY OF THE	Placement Rate % Employed in the Field
2023	0	0	0	0	0
2024	0	0	0	0	0

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. See Att. Wage Sheet

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 at Least 30 Hours Per Week	
2023	0	0	0
2024	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	
2023	0	0.	0
2024	0	0	0

Revised: January 28, 2020

Page 2 of 8



3150 Hilltop Mall Road, Suite 27, Richmond, CA 94806

Office Phone: 510-275-9510

Email Address: softtechedu@comcast.net

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2023	0	0
2024	0	0

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2023	0	0
2024	0	0

Student's Initials:	Date:			
Initial only after you ha	ive had suffic	ient time to rea	d and understar	d the
information.				

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

This program does not lead to passage of a state required exam.

Revised: January 28, 2020

Page 3 of 8



information.

SOFTTECH | Richmond Main Campus SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2023 & 2022

3150 Hilltop Mall Road, Suite 27, Richmond, CA 94806

Office Phone: 510-275-9510

Email Address: softtechedu@comcast.net

Calendar Year	Number of Graduates in Calendar Year		Number Who Passed First Available Exam		Passage Rate
2023	0	0	0	0	0
2024	0	0	0	0	0

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

Student's Initials: _____ Date: _____ Initial only after you have had sufficient time to read and understand the

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	Employed		-	-		Information
2023	0	0	0	0	0	0	0
2024	0	0	0	0	0	0	0

A list of sources used to	substantiate salary disclosures	s is available a	II. www.onetonline.org
Student's Initials: Initial only after you	Date: u have had sufficient tii	me to read	and understand the

Revised: January 28, 2020 Page 4 of 8



3150 Hilltop Mall Road, Suite 27, Richmond, CA 94806

Office Phone: 510-275-9510

Email Address: softtechedu@comcast.net

Cost of Educational Program

Total charges for the program for students completing on time in 2023: \$13,000.00 Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2024: \$13,000.00 Total charges may be higher for students that do not complete on time. Date: Student's Initials: Initial only after you have had sufficient time to read and understand the information. **Federal Student Loan Debt** Students at SOFTTECH are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs. Student's Initials: Date: Initial only after you have had sufficient time to read and understand the information. This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law. Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education 1747 North Market Blvd., Suite 225 Sacramento, CA 95834 Phone: (916) 574-8900, 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

This program was approved by the Bureau 6/20/14. As of 6/20/2017, two full years of data for this program will be available.

Revised: January 28, 2020



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Definitions

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- "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.

Revised: January 28, 2020

Page 6 of 8



3150 Hilltop Mall Road, Suite 27, Richmond, CA 94806

Office Phone: 510-275-9510

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• "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.

Revised: January 28, 2020

Page 7 of 8

Office Phone: 510-275-9510

3150 Hilltop Mall Road, Suite 27, Richmond, CA 94806

Email Address: softtechedu@comcast.net

STUDENT'S RIGHT TO CANCEL

A student has the right to cancel his or her agreement for a course of instruction, without any penalty or

obligations, through attendance at the first class session, or the seventh 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 sixty (60) percent or less of the course.

Cancellation shall occur when you give written notice of cancellation at the address of the school shown on the top

of the front page of this agreement. You can do this by mail, hand delivery, or telegram. The written Notice of

Cancellation, if sent by mail, is effective when deposited in the mail properly addressed with postage prepaid.

The written notice of cancellation need not take any particular form and, however expressed, it is effective if it

shows that you no longer wish to be bound by this agreement. You can also obtain a Notice of Cancellation Form

to use at the first day of class, but you can use any written notice that you wish. SEND TO: SoftTech, Attention

Director, 3150 Hilltop Mall Road, Suite 27, Richmond CA 94806 Office Phone Number: 510-275-9510.

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 \$100.00, and less any deduction for equipment not returned in

good condition, within 45 days after the notice of cancellation is received.

The school will also refund money collected for sending to a third party on the student's behalf. The student

would receive a refund if he/she paid for all are a part of the tuition. The third party payer would receive a

refund on the basis of what they paid under the same conditions.

Revised: January 28, 2020

Page 8 of 8

Uniform Data – Annual Report PLACEMENT INFORMATION SCHOOL PERFORMANCE FACT SHEET DATA

	5	STUD	ENT IN	FORMA	TION	
STUDENT ID	3313	3586				
STUDENT NAME	Albe	erto D	. Ganzor	1		
HOME ADDRESS:	77 E	stabr	ook Stre	et #333,	San Leandr	0
PHONE NUMBER:	415	-533-	1497			
EMAIL ADDRESS:	albe	rt@g	anzon.ne	et		
			RAM IN		TION	
PROGRAM NAME	PROC	GRAM S DATE	CONTRACTOR OF THE CONTRACTOR O		IEDULED LETE DATE	ACTUAL COMPLETION DATE
Computerized Accounting	8	/28/20	23	8/	6/2024	8/6/2024
Accounting		1000 1000				
List of job classifications determined to be considered Gainful Employment for the educational program (6 digit SOC code and position) 43-30 43-90 43-30 43-30 43-30 43-30 43-30 43-40			011 Bill a 021 Data 051 Payro 031 Book	reparers nd Account omer Service esentatives	counting, Collectors	
Self Employed (any and a documentation demonstr	II ating self	43-30	061 Proc	urement Cle	rks	
employment) Any and all documentation provide data regarding lice						
PLACE OF EMPLOYM	ENT		N/A			
POSITION			N/A		F 18	
CONTACT PERSON NA	ME		N/A			
PHONE NUMBER /			N/A			
DATE EMPLOYMENT	VERIFIED		N/A			
All written communication			N/A	- 7		
			NIATIA	IADII IT	787	
	20 00 000	U	NAVAL			1 P. 1
TYPE OF UNAVAILAB				Gradua	tion L	l Employment
DATES OF UNAVAILA						
DOCUMENTATION OF UNAVAILABILITY						
EMPLOYME	NT DATI	E		A	ACTUAL SA	LARY
START DATE	END DA		HOURI	YRATE	SALARY	HOURS PER WK
N/A N	N/A		N/A		N/A	N/A
TATO	riti itti	NDI	DDECE	NT A TIX	E INFORMA	ATION
			7	The Real Property lies and the least lies and the lies and the lies and the least lies and the least lies and the lies and t	E INFORMA	MION
REPRESENTATIVE NA PHONE NUMBER /	IVIE & III	LE	E. LaVan 510-275-9510			
PHONE NUMBER/ EMAIL ADRESS		softtechedu@comcast.net				

1/2024

DATE INFORMATION GATHERED

Contact attempts notes and copies of notes letters and emails:				
Student retired.				