



SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2016 & 2017

Student Name: _____

Student Key No. _____

This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 02/28/2017. As of 02/28/2017, two full years of data for this program will be available.

Program Title – Program Length:

Course Name	Clock Hours
Business Management	900

On-Time Completion Rates (Graduation Rates)

Calendar Year	Number of students who began the program	Students available for graduation	Graduates	On-Time Completion Rate
2017	0	0	0	0
2016	0	0	0	0

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

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

Students 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
2017	0	0	0	- 0
2016	0	0	0	- 0

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Job Placement Rates

Calendar Year	Number of students who began the program	Number of Graduates	Graduates Available for Employment	Graduates employed in the field	Placement rate % Employed in the Field
2017	0	0	0	0	2017
2016	0	0	0	0	2016

For more information and/or employment positions in the field, please make an appointment to discuss this matter with a staff member in the Career Services Department.



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Gainfully Employed: 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
2017	N/A	N/A	N/A
2016	N/A	N/A	N/A

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
2017	N/A	N/A	N/A
2016	N/A	N/A	N/A

Self-Employed /Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2017	N/A	N/A
2016	N/A	N/A

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
2017	N/A	N/A
2016	N/A	N/A

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***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 honoring 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 matter and understand what comprises this work style.

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License Examination Passage Rates

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yy	N/A	N/A	N/A	N/A	N/A	N/A

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License Examination Passage Rates

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number who Passed First Available Exam	Number of Failed First Available Exam	Passage Rate
2017	N/A	N/A	N/A	N/A	N/A
2016	N/A	N/A	N/A	N/A	N/A

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

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

Calendar Year	Graduates Available for Employment	Graduates Employed In the Field	\$20,001 - \$25,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2017	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2016	N/A	N/A	N/A	N/A	N/A	N/A	N/A

A list of sources used to substantiate salary disclosures is available from the school. For more information and/or list of salary, please make an appointment to discuss this matter with a staff member in the Career Services Department.

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COST OF EDUCATIONAL PROGRAM

Total charges for the program for students completing on-time in 2017:
Additional charges may be incurred if the program is not completed on-time.

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Federal Student Loan Debt

Most recent three-year cohort rate, as reported by the United State Department of Education	The percentage of enrolled students in 2017 receiving federal student loans to pay for this program	The average amount of federal student loan debt of 2017 graduates who took out federal student loans at this institution	The percentage of graduates in 2017 who took out federal student loans to pay for this program
-	-	-	-

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

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Students at _____ 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 students aid programs.

_____ is eligible, but chooses not to participate in federal student aid programs. Therefore, students who attend this institution do not have federal student loans.

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

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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 exams 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 satisfactory 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, toll-free telephone number (888)370-7589 or by fax (916)263-1897.

Student Name-Print

Student Signature

Date

School Official

Date

Definitions

- “Number of Students Who Began the Program” means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- “Students Available for Graduation” is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- “Number of On-time Graduates” is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- “On-time Completion Rate” is the number of on-time graduates divided by the number of students available for graduation.
- “150% Graduates” is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- “Graduates Available for Employment” means the number of graduates minus the number of graduates unavailable for employment.
- “Graduates Unavailable for Employment” means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
- “Graduates Employed in the Field” means graduates who beginning within six months after a student completed the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification or 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 completed 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.

Definitions – (Continued)

- Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

Student's Right to Cancel

New students have the right to cancel the enrollment agreement including any equipment such as books, materials, and supplies offered in the enrollment agreement, if notice of cancellation is made within seven (7) calendar days (excluding holidays) of enrollment or by the seventh (7th) calendar day following the scheduled program start date, whichever is later. Students can submit this written notice by mail, hand delivery, or email. Cancellation shall occur when the student gives a verbal or written notice of cancellation to the school. The notice of cancellation need not take a particular form and, however expressed, is effective if it indicates the student's desire not to be bound by the agreement.

Cancellation After the Start of Class (Optional Student Trial Period): All monies paid by an applicant shall be refunded, if requested within seven (7) days after signing an enrollment agreement and making an initial payment. If the agreement is cancelled, within the allowable time noted above, the school shall refund within forty-five (45) days any consideration paid by the student, less a **Non-Refundable** Registration fee of seventy-five dollars and the **(Non-Refundable)** Student Tuition Recovery Fund fee, if applicable. If the school gave the student any books and supplies, the student shall return the books and supplies within seven (7) days following the notice of cancellation. The following applies regarding refund of books and supplies:

- If the student does not return books and supplies within the seven (7) day period, the cost of these books and supplies will not be refunded. These books and supplies will then automatically become the property of the student and the student will have no further financial obligation.
- If the student returns the books and supplies in good condition within the seven (7) day period, the student will receive a refund for the cost of books and supplies. Books and supplies returned in good condition means that these items are not marked or damaged.
- The cost of books and supplies does not include the cost of the two sets of uniforms given to the student by the school. The cost of these two sets of uniforms is included in the tuition price.

Cancellation Prior to the Start of Class or No Show: If an applicant accepted by the College cancels prior to the start of scheduled classes or never attends class (no-show), the College will refund all monies paid. The College will retain an additional **\$175.00** for an international student, who is recruited outside of the United States or its territories, receives an I-20 from the institution, enters the country, and subsequently cancels prior to the start of class or is a no-show.

Program Cancellation: If a program is cancelled subsequent to a student's enrollment and before instruction in the program has begun, the school will provide a full refund of all monies paid.

School Closure: If the school closes subsequent to a student's enrollment and before instruction in the program has begun, the school shall provide a full refund of all money paid.

Rejection of Applicant: If an applicant is rejected for enrollment, or if a prospective international student has his or her visa application rejected, a full refund of all tuition monies paid will be made.