

**SCHOOL PERFORMANCE FACT SHEET**

CALENDAR YEARS 2014 &amp; 2015

Medical Administrative Assistant - Certificate - ( 36 Weeks )

"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 07/25/2015. As of 01/00/1900 , two full years of data for this program will be available.

**On-Time Completion Rates (Graduation Rates), (Includes data for the two calendar years prior to reporting)**

Calendar Year	Number of Students Who Began Program	Students Available for Graduation	Graduates	On-Time Completion Rate
2014	N/A	N/A	N/A	N/A
2015	N/A	N/A	N/A	N/A

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

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

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

Because of the change in the Bureau's reporting regulations, which became effective July 14, 2016, the institution was not required to collect the data for its 2015 and prior graduates.

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
2014	0	0	0	0	0.0%
2015	0	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.

To obtain this list, please ask an institutional representative.

**Gainfully Employed Categories**
**Part-Time vs. Full-Time Employment (Includes data for the two calendar years prior to reporting)**

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
2014	0	0	0
2015	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	Total Graduates Employed in the Field
2014	0	0	0
2015	0	0	0

**Self-Employed / Freelance Positions**

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	0
2015	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
2014	0	0
2015	0	0

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

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

**Licensure Examination Passage Rates (Includes data for the two calendar years prior to reporting)**

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
N/A	N/A	N/A	N/A	N/A	N/A	N/A



**Licensure Examination Passage Rates (continually administered examinations)**

Calendar Year	Number of Graduates in Calendar Year	Exam Name	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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

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

Because of the change in the Bureau's reporting regulations, which became effective July 14, 2016, the institution was not required to collect the data for its 2015 and prior graduates.

Calendar Year	Graduates Available for Employment	Graduates Employed in Field
2014	0	0
2015	0	0

Annual Salary and Wages Reported Graduates Employed in the Field							
2014				2015			
Less Than \$20,000	0	\$20,001 - \$25,000	0	Less Than \$20,000	0	\$20,001 - \$25,000	0
\$25,001 - \$30,000	0	\$30,001 - \$35,000	0	\$25,001 - \$30,000	0	\$30,001 - \$35,000	0
\$35,001 - \$40,000	0	\$40,001 - \$45,000	0	\$35,001 - \$40,000	0	\$40,001 - \$45,000	0
\$45,001 - \$50,000	0	\$50,001 - \$55,000	0	\$45,001 - \$50,000	0	\$50,001 - \$55,000	0
\$55,001 - \$60,000	0	\$60,001 - \$65,000	0	\$55,001 - \$60,000	0	\$60,001 - \$65,000	0
\$65,001 - \$70,000	0	\$70,001 - \$75,000	0	\$65,001 - \$70,000	0	\$70,001 - \$75,000	0
\$75,001 or More	0	Salary Not Reported	0	\$75,001 or More	0	Salary Not Reported	0

A list of sources used to substantiate salary disclosures is available from the school.  
 To obtain this list, please ask an institutional representative.

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

**Cost of Educational Program**

As of 12/1/2016, the total charges for students beginning the program and who complete on-time is: **\$ 18,841.00**  
 Prices may differ for fully online programs. Additional charges may be incurred if the program is not completed on-time.

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



**Federal Student Loan Debt**

Most recent three year cohort default rate, as reported by the United State Department of Education. <sup>1</sup>	The percentage of enrolled students in 2015 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2015 graduates who took out federal student loans at this institution.	The percentage of graduates in 2015 with federal student loans as calculated by the institution.
13.6%	N/A	N/A	N/A

<sup>1</sup>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.

**Student’s Initials:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Initial only after you have had sufficient time to read and understand the information.**

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

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

**I have read and understand this School Performance Fact Sheet. The School Performance Fact Sheet was reviewed and discussed with a school official prior to signing an enrollment agreement.**

\_\_\_\_\_  
 Student Name - Print

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

\_\_\_\_\_  
 Date

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

\_\_\_\_\_  
 Date

**Definitions**

- "Number of Students Who Began the Program" means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- "150% Completion Rate" is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
- "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
- "Graduates Employed in the Field" means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- "Placement Rate Employed in the Field" is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- "Number of Graduates Taking Exam" is the number of graduates who took the first available exam in the reported calendar year.
- "First Available Exam Date" is the date for the first available exam after a student completed a program.
- "Passage Rate" is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
- "Salary" is as reported by graduate or graduate's employer
- "No Salary Information Reported" is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



**STUDENT'S RIGHT TO CANCEL**

Students have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. If the student has received federal student financial aid funds, the student is entitled to a refund of monies not paid from federal student financial aid program funds.

Cancellation requests must be addressed to the Registrar, Executive Director or Academic Dean. The notice need not take a particular form but must be signed and dated, show that the applicant no longer wishes to enroll and include the student's contact information (name, address, phone number, email address). Cancellation requests may be hand delivered or submitted by U.S. Mail, email, or fax. If submitted by U.S. Mail, the cancellation is effective on the date postmarked.

\_\_\_\_\_  
Student Name - Print

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date