



**SCHOOL PERFORMANCE FACT SHEET  
CALENDAR YEARS 2018 & 2019**

**Computer Software Applications – 270 Hours**

**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
2018	786	319	122	38%
2019	1148	617	427	69%

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)**

<b>Calendar Year</b>	<b>Number of Students Who Began Program</b>	<b>Number of Graduates</b>	<b>Graduates Available for Employment</b>	<b>Graduates Employed in the Field</b>	<b>Placement Rate % Employed in the Field</b>
2018	786	122	64	49	77%
2019	1148	427	366	74	20%

Students are entitled to a list of the job classifications considered to be in the field of this educational program. To obtain this list, please ask an instructional representative.

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

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

<b>Calendar Year</b>	<b>Graduate Employed in the Field 20-29 Hours Per Week</b>	<b>Graduates Employed in the Field at Least 30 Hours Per Week</b>	<b>Total Graduates Employed in the Field</b>
2018	0	49	49
2019	0	74	74

**Single Position vs. Concurrent Aggregated Position**

<b>Calendar Year</b>	<b>Graduates Employed in the Field in a Single Position</b>	<b>Graduates Employed in the Field in Concurrent Aggregated Positions</b>	<b>Total Graduates Employed in the Field</b>
2018	49	0	49
2019	74	0	74



**Self-Employed / Freelance Positions**

<b>Calendar Year</b>	<b>Graduates Employed who are Self-Employed or Working Freelance</b>	<b>Total Graduates Employed in the Field</b>
2018	4	49
2019	2	74

**Institutional Employment**

<b>Calendar Year</b>	<b>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.</b>	<b>Total Graduates Employed in the Field</b>
2018	0	49
2019	0	74

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

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

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.**



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

Caledonian’s courses do not require licensure examinations from state agencies.

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

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

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
2018	N/A	N/A	N/A	N/A	N/A
2019	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 0 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	Graduates Employed in Field	\$20,001 - \$25,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2018	64	49	0	0	0	0	49
2019	74	74	0	0	0	0	74

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

**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 2018: **\$6000.00** Additional charges may be incurred if the program is not completed on-time.

Total charges for the program for students completing on-time in 2019: **\$6000.00** Additional charges may be incurred if the program is not completed on-time.

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

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

**Federal Student Loan Debt**

Students at **Caledonian** 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.



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

Student Name – Print

\_\_\_\_\_

Date

\_\_\_\_\_

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

1. A student may withdraw from the school at any time. A student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session. A Student who cancels this agreement in writing at any time until midnight of the date that is the seventh (7th) consecutive days, following the start of class, shall be refunded all monies paid within 30 days after receipt of the notice of cancellation. The notice may be mailed, faxed, or delivered in person. If a student is rejected for training or if a course is canceled, the student will receive a refund of all monies paid within 30 days. If a student withdraws, or is suspended, or expelled after the aforementioned 7 day period for cancellation, all tuition and fees (i.e., educational costs), less a registration fee not to exceed the lesser amount of 5% of the total charges or \$150, shall be refunded on a pro-rata basis. Once purchased, equipment becomes the property of the student, unless they are returned in good condition allowing for reasonable wear and tear, (some equipment may not be returnable due to health or safety reasons) within ten (10) days following the date of student's withdrawal. If returnable as above, the school will refund the total amount collected for the listed equipment. Requests for refunds are to be addressed to the School Director at the address of the school. In calculating any tuition refund due the period of enrollment is from the first day in class to the last date of recorded attendance, the time and percentage or fraction of attendance will be determined by the time of attendance divided by the total hours in the program. In all cases of students who withdraw, or who are suspended or expelled, or fail to attend classes for 3 weeks prior to successful completion, or if the school closes prior to completing a course, the following minimum refund policy shall apply: The refund of tuition and other fees (excluding equipment fees) shall be equal to the total amount of tuition multiplied by the fraction or percentage of time remaining. Hypothetical Example: A student who completes 20% (or 1/5th) of a course with educational costs of \$ 1,075 will receive a prorated refund of educational costs, less registration fee described in paragraph 1, as follows  $(1,075 - \$75 = \$1,000 \times .80 \text{ (or } 4/5) = \$800$ ). Any refund of equipment fees will be made as described in paragraph 2. All refunds will be made within 30 days from the date of cancellation or withdrawal (as described in par 1 and 3 above). If the Student does not return from an approved Leave of Absences period as stated in school's Catalog, refunds would be made within 30 days from the end of the Leave of Absence period. Within 10 days of any refund, the student will be notified of the amount of the refund and to whom the refund was made. For students receiving tuition assistance, a tuition refund will be made first to any lender up to the amount of such disbursement; any additional refunds will next be made to other sponsoring source up to the amount of such disbursement; any additional refunds due will be made to the student or sponsor.
2. If the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program funds.
3. If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student defaults on a federal or student loan, both the following may occur: 1. The federal or state government or a loan guarantee agency may take action against the student, including garnishing an income tax refund and; 2. The student may not be eligible for any other government financial assistance at another institution until the loan is repaid. 9 | Page Published 01/02/2019



4. Placement assistance is provided on the form of the posting of job openings or by referring graduates to potential employers. However, it is understood that the School does not and cannot promise or guarantee employment nor level of income or wage rate to any Student or graduate.
5. All supplies for the course selected will be furnished by the School at the stated charge. Lost, mutilated, or stolen items will be replaced at the expense of the student or sponsor.
6. Certificates (signifying satisfactory completion) will be issued after the completion of the entire program. Classroom and lab instruction will be graded. The Student must achieve a passing grade average (as stated in the catalog) to receive a certificate. Students will be permitted to a retest (as stated in the catalog) for any grade below passing. Make up time may be granted by the School director. Excessive absenteeism may be cause for dismissal.
7. The School reserves the right to postpone training in the event of Acts of God, labor disputes, equipment failure, etc., for a maximum of 30 days. Students and sponsor will be duly notified with any recourses or alternatives.
8. All courses schedules are subject to change. Students and sponsors will be duly notified with any recourses or alternatives.
9. The school reserves the right to withdraw a scheduled course if the registration is insufficient to make up a class. Students and sponsors will be duly notified with any recourses or alternatives.
10. The school reserves the right to change or modify the program content, equipment, staff, or material and organization as necessary, with approval of the Bureau for Private Postsecondary Education, if required. Such changes may be required to keep pace with either technological advances and/or to improve teaching methods. In no event will any changes diminish the competency of any program or result in addition tuition charges for current attending Students.
11. The School reserves the right to reject any applicant for admission not meeting the requirement for the course selected. The Student's enrollment may be terminated at the election of the school director, If the student's academic progress, behavior, absence, lateness, dress, etc., does not conform to the requirements, rules and regulations of the School (as stated in the catalog).
12. The student hereby releases, holds harmless and indemnifies the school and its agents, from and against all liabilities, and other expenses which may be impose upon, incurred by or asserted against it or them by any reason of bodily injury.





**SCHOOL PERFORMANCE FACT SHEET  
CALENDAR YEARS 2018 & 2019**

**Computerized Bookkeeping – 240 Hours**

**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
2018	13	10	10	78%
2019	0	0	0	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)**

<b>Calendar Year</b>	<b>Number of Students Who Began Program</b>	<b>Number of Graduates</b>	<b>Graduates Available for Employment</b>	<b>Graduates Employed in the Field</b>	<b>Placement Rate % Employed in the Field</b>
2018	13	10	10	8	80%
2019	0	0	0	0	N/A

Students are entitled to a list of the job classifications considered to be in the field of this educational program. To obtain this list, please ask an instructional representative.

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

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

<b>Calendar Year</b>	<b>Graduate Employed in the Field 20-29 Hours Per Week</b>	<b>Graduates Employed in the Field at Least 30 Hours Per Week</b>	<b>Total Graduates Employed in the Field</b>
2018	0	8	8
2019	0	0	0

**Single Position vs. Concurrent Aggregated Position**

<b>Calendar Year</b>	<b>Graduates Employed in the Field in a Single Position</b>	<b>Graduates Employed in the Field in Concurrent Aggregated Positions</b>	<b>Total Graduates Employed in the Field</b>
2018	8	0	8
2019	0	0	0



**Self-Employed / Freelance Positions**

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2018	0	8
2019	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
2018	0	8
2019	0	0

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

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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 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.**



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

Caledonian’s courses do not require licensure examinations from state agencies.

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

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

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
2018	N/A	N/A	N/A	N/A	N/A
2019	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 0 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	Graduates Employed in Field	\$20,001 - \$25,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2018	8	0	0	0	0	0	8
2019	1	0	0	0	0	0	0

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

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 2018: **\$6000.00** Additional charges may be incurred if the program is not completed on-time.

Total charges for the program for students completing on-time in 2019: **\$6000.00** Additional charges may be incurred if the program is not completed on-time.

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

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

**Federal Student Loan Debt**

Students at **Caledonian** 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: \_\_\_\_\_

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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 exam passage rates, this fact sheet contains the information as calculated pursuant to state law.





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Student Name – Print

\_\_\_\_\_

Date

\_\_\_\_\_

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**

13. A student may withdraw from the school at any time. A student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session. A Student who cancels this agreement in writing at any time until midnight of the date that is the seventh (7th) consecutive days, following the start of class, shall be refunded all monies paid within 30 days after receipt of the notice of cancellation. The notice may be mailed, faxed, or delivered in person. If a student is rejected for training or if a course is canceled, the student will receive a refund of all monies paid within 30 days. If a student withdraws, or is suspended, or expelled after the aforementioned 7 day period for cancellation, all tuition and fees (i.e., educational costs), less a registration fee not to exceed the lesser amount of 5% of the total charges or \$150, shall be refunded on a pro-rata basis. Once purchased, equipment becomes the property of the student, unless they are returned in good condition allowing for reasonable wear and tear, (some equipment may not be returnable due to health or safety reasons) within ten (10) days following the date of student's withdrawal. If returnable as above, the school will refund the total amount collected for the listed equipment. Requests for refunds are to be addressed to the School Director at the address of the school. In calculating any tuition refund due the period of enrollment is from the first day in class to the last date of recorded attendance, the time and percentage or fraction of attendance will be determined by the time of attendance divided by the total hours in the program. In all cases of students who withdraw, or who are suspended or expelled, or fail to attend classes for 3 weeks prior to successful completion, or if the school closes prior to completing a course, the following minimum refund policy shall apply: The refund of tuition and other fees (excluding equipment fees) shall be equal to the total amount of tuition multiplied by the fraction or percentage of time remaining. Hypothetical Example: A student who completes 20% (or 1/5th) of a course with educational costs of \$ 1,075 will receive a prorated refund of educational costs, less registration fee described in paragraph 1, as follows  $(1,075 - \$75 = \$1,000 \times .80 \text{ (or } 4/5) = \$800$ ). Any refund of equipment fees will be made as described in paragraph 2. All refunds will be made within 30 days from the date of cancellation or withdrawal (as described in par 1 and 3 above). If the Student does not return from an approved Leave of Absences period as stated in school's Catalog, refunds would be made within 30 days from the end of the Leave of Absence period. Within 10 days of any refund, the student will be notified of the amount of the refund and to whom the refund was made. For students receiving tuition assistance, a tuition refund will be made first to any lender up to the amount of such disbursement; any additional refunds will next be made to other sponsoring source up to the amount of such disbursement; any additional refunds due will be made to the student or sponsor.
14. If the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program funds.
15. If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student defaults on a federal or student loan, both the following may occur: 1. The federal or state government or a loan guarantee agency may take action against the student, including garnishing an income tax refund and; 2. The student may not be eligible for any other government financial assistance at another institution until the loan is repaid. 9 | Page Published 01/02/2019



16. Placement assistance is provided on the form of the posting of job openings or by referring graduates to potential employers. However, it is understood that the School does not and cannot promise or guarantee employment nor level of income or wage rate to any Student or graduate.
17. All supplies for the course selected will be furnished by the School at the stated charge. Lost, mutilated, or stolen items will be replaced at the expense of the student or sponsor.
18. Certificates (signifying satisfactory completion) will be issued after the completion of the entire program. Classroom and lab instruction will be graded. The Student must achieve a passing grade average (as stated in the catalog) to receive a certificate. Students will be permitted to a retest (as stated in the catalog) for any grade below passing. Make up time may be granted by the School director. Excessive absenteeism may be cause for dismissal.
19. The School reserves the right to postpone training in the event of Acts of God, labor disputes, equipment failure, etc., for a maximum of 30 days. Students and sponsor will be duly notified with any recourses or alternatives.
20. All courses schedules are subject to change. Students and sponsors will be duly notified with any recourses or alternatives.
21. The school reserves the right to withdraw a scheduled course if the registration is insufficient to make up a class. Students and sponsors will be duly notified with any recourses or alternatives.
22. The school reserves the right to change or modify the program content, equipment, staff, or material and organization as necessary, with approval of the Bureau for Private Postsecondary Education, if required. Such changes may be required to keep pace with either technological advances and/or to improve teaching methods. In no event will any changes diminish the competency of any program or result in addition tuition charges for current attending Students.
23. The School reserves the right to reject any applicant for admission not meeting the requirement for the course selected. The Student's enrollment may be terminated at the election of the school director, If the student's academic progress, behavior, absence, lateness, dress, etc., does not conform to the requirements, rules and regulations of the School (as stated in the catalog).
24. The student hereby releases, holds harmless and indemnifies the school and its agents, from and against all liabilities, and other expenses which may be impose upon, incurred by or asserted against it or them by any reason of bodily injury.



**SCHOOL PERFORMANCE FACT SHEET**  
**CALENDAR YEARS 2018 & 2019**

**Child Care Provider – 195 Hours**

**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
2018	5	3	3	100%
2019	19	18	14	78%

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)**

<b>Calendar Year</b>	<b>Number of Students Who Began Program</b>	<b>Number of Graduates</b>	<b>Graduates Available for Employment</b>	<b>Graduates Employed in the Field</b>	<b>Placement Rate % Employed in the Field</b>
2018	5	3	3	3	100%
2019	19	14	14	10	71%

Students are entitled to a list of the job classifications considered to be in the field of this educational program. To obtain this list, please ask an instructional representative.

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

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

<b>Calendar Year</b>	<b>Graduate Employed in the Field 20-29 Hours Per Week</b>	<b>Graduates Employed in the Field at Least 30 Hours Per Week</b>	<b>Total Graduates Employed in the Field</b>
2018	0	3	3
2019	0	10	10

**Single Position vs. Concurrent Aggregated Position**

<b>Calendar Year</b>	<b>Graduates Employed in the Field in a Single Position</b>	<b>Graduates Employed in the Field in Concurrent Aggregated Positions</b>	<b>Total Graduates Employed in the Field</b>
2018	3	0	3
2019	10	0	10



**Self-Employed / Freelance Positions**

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2018	0	3
2019	0	10

**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
2018	0	3
2019	0	10

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

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

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.**





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

Caledonian’s courses do not require licensure examinations from state agencies.

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

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

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
2018	N/A	N/A	N/A	N/A	N/A
2019	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 0 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	Graduates Employed in Field	\$20,001 - \$25,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2018	3	3	0	0	0	0	3
2019	14	10	0	0	0	0	10

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

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 2018: **\$6000.00** Additional charges may be incurred if the program is not completed on-time.

Total charges for the program for students completing on-time in 2019: **\$6000.00** Additional charges may be incurred if the program is not completed on-time.

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

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

**Federal Student Loan Debt**

Students at **Caledonian** 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.



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

Student Name – Print

\_\_\_\_\_

Date

\_\_\_\_\_

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

25. A student may withdraw from the school at any time. A student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session. A Student who cancels this agreement in writing at any time until midnight of the date that is the seventh (7th) consecutive days, following the start of class, shall be refunded all monies paid within 30 days after receipt of the notice of cancellation. The notice may be mailed, faxed, or delivered in person. If a student is rejected for training or if a course is canceled, the student will receive a refund of all monies paid within 30 days. If a student withdraws, or is suspended, or expelled after the aforementioned 7 day period for cancellation, all tuition and fees (i.e., educational costs), less a registration fee not to exceed the lesser amount of 5% of the total charges or \$150, shall be refunded on a pro-rata basis. Once purchased, equipment becomes the property of the student, unless they are returned in good condition allowing for reasonable wear and tear, (some equipment may not be returnable due to health or safety reasons) within ten (10) days following the date of student's withdrawal. If returnable as above, the school will refund the total amount collected for the listed equipment. Requests for refunds are to be addressed to the School Director at the address of the school. In calculating any tuition refund due the period of enrollment is from the first day in class to the last date of recorded attendance, the time and percentage or fraction of attendance will be determined by the time of attendance divided by the total hours in the program. In all cases of students who withdraw, or who are suspended or expelled, or fail to attend classes for 3 weeks prior to successful completion, or if the school closes prior to completing a course, the following minimum refund policy shall apply: The refund of tuition and other fees (excluding equipment fees) shall be equal to the total amount of tuition multiplied by the fraction or percentage of time remaining. Hypothetical Example: A student who completes 20% (or 1/5th) of a course with educational costs of \$ 1,075 will receive a prorated refund of educational costs, less registration fee described in paragraph 1, as follows  $(1,075 - \$75 = \$1,000 \times .80 \text{ (or } 4/5) = \$800$ ). Any refund of equipment fees will be made as described in paragraph 2. All refunds will be made within 30 days from the date of cancellation or withdrawal (as described in par 1 and 3 above). If the Student does not return from an approved Leave of Absences period as stated in school's Catalog, refunds would be made within 30 days from the end of the Leave of Absence period. Within 10 days of any refund, the student will be notified of the amount of the refund and to whom the refund was made. For students receiving tuition assistance, a tuition refund will be made first to any lender up to the amount of such disbursement; any additional refunds will next be made to other sponsoring source up to the amount of such disbursement; any additional refunds due will be made to the student or sponsor.
26. If the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program funds.
27. If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student defaults on a federal or student loan, both the following may occur: 1. The federal or state government or a loan guarantee agency may take action against the student, including garnishing an income tax refund and; 2. The student may not be eligible for any other government financial assistance at another institution until the loan is repaid. 9 | Page Published 01/02/2019



28. Placement assistance is provided on the form of the posting of job openings or by referring graduates to potential employers. However, it is understood that the School does not and cannot promise or guarantee employment nor level of income or wage rate to any Student or graduate.
29. All supplies for the course selected will be furnished by the School at the stated charge. Lost, mutilated, or stolen items will be replaced at the expense of the student or sponsor.
30. Certificates (signifying satisfactory completion) will be issued after the completion of the entire program. Classroom and lab instruction will be graded. The Student must achieve a passing grade average (as stated in the catalog) to receive a certificate. Students will be permitted to a retest (as stated in the catalog) for any grade below passing. Make up time may be granted by the School director. Excessive absenteeism may be cause for dismissal.
31. The School reserves the right to postpone training in the event of Acts of God, labor disputes, equipment failure, etc., for a maximum of 30 days. Students and sponsor will be duly notified with any recourses or alternatives.
32. All courses schedules are subject to change. Students and sponsors will be duly notified with any recourses or alternatives.
33. The school reserves the right to withdraw a scheduled course if the registration is insufficient to make up a class. Students and sponsors will be duly notified with any recourses or alternatives.
34. The school reserves the right to change or modify the program content, equipment, staff, or material and organization as necessary, with approval of the Bureau for Private Postsecondary Education, if required. Such changes may be required to keep pace with either technological advances and/or to improve teaching methods. In no event will any changes diminish the competency of any program or result in addition tuition charges for current attending Students.
35. The School reserves the right to reject any applicant for admission not meeting the requirement for the course selected. The Student's enrollment may be terminated at the election of the school director, If the student's academic progress, behavior, absence, lateness, dress, etc., does not conform to the requirements, rules and regulations of the School (as stated in the catalog).
36. The student hereby releases, holds harmless and indemnifies the school and its agents, from and against all liabilities, and other expenses which may be impose upon, incurred by or asserted against it or them by any reason of bodily injury.



**SCHOOL PERFORMANCE FACT SHEET**  
**CALENDAR YEARS 2018 & 2019**

**Computer Repair – 330 Hours**

**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
2018	1	1	1	100%
2019	14	10	10	100%

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)**

<b>Calendar Year</b>	<b>Number of Students Who Began Program</b>	<b>Number of Graduates</b>	<b>Graduates Available for Employment</b>	<b>Graduates Employed in the Field</b>	<b>Placement Rate % Employed in the Field</b>
2018	1	1	1	1	100%
2019	14	10	10	9	90%

Students are entitled to a list of the job classifications considered to be in the field of this educational program. To obtain this list, please ask an instructional representative.

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

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

<b>Calendar Year</b>	<b>Graduate Employed in the Field 20-29 Hours Per Week</b>	<b>Graduates Employed in the Field at Least 30 Hours Per Week</b>	<b>Total Graduates Employed in the Field</b>
2018	0	1	1
2019	0	9	9

**Single Position vs. Concurrent Aggregated Position**

<b>Calendar Year</b>	<b>Graduates Employed in the Field in a Single Position</b>	<b>Graduates Employed in the Field in Concurrent Aggregated Positions</b>	<b>Total Graduates Employed in the Field</b>
2018	1	0	1
2019	9	0	9



**Self-Employed / Freelance Positions**

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2018	0	1
2019	1	9

**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
2018	0	1
2019	0	9

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

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

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.**



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

Caledonian’s courses do not require licensure examinations from state agencies.

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

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

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
2018	N/A	N/A	N/A	N/A	N/A
2019	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 0 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	Graduates Employed in Field	\$20,001 - \$25,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2018	1	1	0	0	0	0	1
2019	10	9	0	0	0	0	9

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

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 2018: ~~\$6000.00~~ Additional charges may be incurred if the program is not completed on-time.

Total charges for the program for students completing on-time in 2019: ~~\$6000.00~~ Additional charges may be incurred if the program is not completed on-time.

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

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

**Federal Student Loan Debt**

Students at **Caledonian** 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.



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

Student Name – Print

\_\_\_\_\_

Date

\_\_\_\_\_

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**

37. A student may withdraw from the school at any time. A student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session. A Student who cancels this agreement in writing at any time until midnight of the date that is the seventh (7th) consecutive days, following the start of class, shall be refunded all monies paid within 30 days after receipt of the notice of cancellation. The notice may be mailed, faxed, or delivered in person. If a student is rejected for training or if a course is canceled, the student will receive a refund of all monies paid within 30 days. If a student withdraws, or is suspended, or expelled after the aforementioned 7 day period for cancellation, all tuition and fees (i.e., educational costs), less a registration fee not to exceed the lesser amount of 5% of the total charges or \$150, shall be refunded on a pro-rata basis. Once purchased, equipment becomes the property of the student, unless they are returned in good condition allowing for reasonable wear and tear, (some equipment may not be returnable due to health or safety reasons) within ten (10) days following the date of student's withdrawal. If returnable as above, the school will refund the total amount collected for the listed equipment. Requests for refunds are to be addressed to the School Director at the address of the school. In calculating any tuition refund due the period of enrollment is from the first day in class to the last date of recorded attendance, the time and percentage or fraction of attendance will be determined by the time of attendance divided by the total hours in the program. In all cases of students who withdraw, or who are suspended or expelled, or fail to attend classes for 3 weeks prior to successful completion, or if the school closes prior to completing a course, the following minimum refund policy shall apply: The refund of tuition and other fees (excluding equipment fees) shall be equal to the total amount of tuition multiplied by the fraction or percentage of time remaining. Hypothetical Example: A student who completes 20% (or 1/5th) of a course with educational costs of \$ 1,075 will receive a prorated refund of educational costs, less registration fee described in paragraph 1, as follows  $(1,075 - \$75 = \$1,000 \times .80 \text{ (or } 4/5) = \$800$ ). Any refund of equipment fees will be made as described in paragraph 2. All refunds will be made within 30 days from the date of cancellation or withdrawal (as described in par 1 and 3 above). If the Student does not return from an approved Leave of Absences period as stated in school's Catalog, refunds would be made within 30 days from the end of the Leave of Absence period. Within 10 days of any refund, the student will be notified of the amount of the refund and to whom the refund was made. For students receiving tuition assistance, a tuition refund will be made first to any lender up to the amount of such disbursement; any additional refunds will next be made to other sponsoring source up to the amount of such disbursement; any additional refunds due will be made to the student or sponsor.
38. If the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program funds.
39. If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student defaults on a federal or student loan, both the following may occur: 1. The federal or state government or a loan guarantee agency may take action against the student, including garnishing an income tax refund and; 2. The student may not be eligible for any other government financial assistance at another institution until the loan is repaid. 9 | Page Published 01/02/2019





40. Placement assistance is provided on the form of the posting of job openings or by referring graduates to potential employers. However, it is understood that the School does not and cannot promise or guarantee employment nor level of income or wage rate to any Student or graduate.
41. All supplies for the course selected will be furnished by the School at the stated charge. Lost, mutilated, or stolen items will be replaced at the expense of the student or sponsor.
42. Certificates (signifying satisfactory completion) will be issued after the completion of the entire program. Classroom and lab instruction will be graded. The Student must achieve a passing grade average (as stated in the catalog) to receive a certificate. Students will be permitted to a retest (as stated in the catalog) for any grade below passing. Make up time may be granted by the School director. Excessive absenteeism may be cause for dismissal.
43. The School reserves the right to postpone training in the event of Acts of God, labor disputes, equipment failure, etc., for a maximum of 30 days. Students and sponsor will be duly notified with any recourses or alternatives.
44. All courses schedules are subject to change. Students and sponsors will be duly notified with any recourses or alternatives.
45. The school reserves the right to withdraw a scheduled course if the registration is insufficient to make up a class. Students and sponsors will be duly notified with any recourses or alternatives.
46. The school reserves the right to change or modify the program content, equipment, staff, or material and organization as necessary, with approval of the Bureau for Private Postsecondary Education, if required. Such changes may be required to keep pace with either technological advances and/or to improve teaching methods. In no event will any changes diminish the competency of any program or result in addition tuition charges for current attending Students.
47. The School reserves the right to reject any applicant for admission not meeting the requirement for the course selected. The Student's enrollment may be terminated at the election of the school director, If the student's academic progress, behavior, absence, lateness, dress, etc., does not conform to the requirements, rules and regulations of the School (as stated in the catalog).
48. The student hereby releases, holds harmless and indemnifies the school and its agents, from and against all liabilities, and other expenses which may be impose upon, incurred by or asserted against it or them by any reason of bodily injury.



**SCHOOL PERFORMANCE FACT SHEET**  
**CALENDAR YEARS 2018 & 2019**

**Microcomputer Engineering – 720 Hours**

**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
2018	0	0	0	0
2019	0	0	0	0

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

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



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

<b>Calendar Year</b>	<b>Number of Students Who Began Program</b>	<b>Number of Graduates</b>	<b>Graduates Available for Employment</b>	<b>Graduates Employed in the Field</b>	<b>Placement Rate % Employed in the Field</b>
2018	0	0	0	0	0
2019	0	0	0	0	0

Students are entitled to a list of the job classifications considered to be in the field of this educational program. To obtain this list, please ask an instructional representative.

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

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

<b>Calendar Year</b>	<b>Graduate Employed in the Field 20-29 Hours Per Week</b>	<b>Graduates Employed in the Field at Least 30 Hours Per Week</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0	0
2019	0	0	0

**Single Position vs. Concurrent Aggregated Position**

<b>Calendar Year</b>	<b>Graduates Employed in the Field in a Single Position</b>	<b>Graduates Employed in the Field in Concurrent Aggregated Positions</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0	0
2019	0	0	0



**Self-Employed / Freelance Positions**

<b>Calendar Year</b>	<b>Graduates Employed who are Self-Employed or Working Freelance</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0
2019	0	0

**Institutional Employment**

<b>Calendar Year</b>	<b>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.</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0
2019	0	0

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

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

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.**



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

Caledonian’s courses do not require licensure examinations from state agencies.

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

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

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
2018	N/A	N/A	N/A	N/A	N/A
2019	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 0 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	Graduates Employed in Field	\$20,001 - \$25,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

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

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 2018: **\$6000.00** Additional charges may be incurred if the program is not completed on-time.

Total charges for the program for students completing on-time in 2019: **\$6000.00** Additional charges may be incurred if the program is not completed on-time.

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

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

**Federal Student Loan Debt**

Students at **Caledonian** 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.



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

Student Name – Print

\_\_\_\_\_

Date

\_\_\_\_\_

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.



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

49. A student may withdraw from the school at any time. A student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session. A Student who cancels this agreement in writing at any time until midnight of the date that is the seventh (7th) consecutive days, following the start of class, shall be refunded all monies paid within 30 days after receipt of the notice of cancellation. The notice may be mailed, faxed, or delivered in person. If a student is rejected for training or if a course is canceled, the student will receive a refund of all monies paid within 30 days. If a student withdraws, or is suspended, or expelled after the aforementioned 7 day period for cancellation, all tuition and fees (i.e., educational costs), less a registration fee not to exceed the lesser amount of 5% of the total charges or \$150, shall be refunded on a pro-rata basis. Once purchased, equipment becomes the property of the student, unless they are returned in good condition allowing for reasonable wear and tear, (some equipment may not be returnable due to health or safety reasons) within ten (10) days following the date of student's withdrawal. If returnable as above, the school will refund the total amount collected for the listed equipment. Requests for refunds are to be addressed to the School Director at the address of the school. In calculating any tuition refund due the period of enrollment is from the first day in class to the last date of recorded attendance, the time and percentage or fraction of attendance will be determined by the time of attendance divided by the total hours in the program. In all cases of students who withdraw, or who are suspended or expelled, or fail to attend classes for 3 weeks prior to successful completion, or if the school closes prior to completing a course, the following minimum refund policy shall apply: The refund of tuition and other fees (excluding equipment fees) shall be equal to the total amount of tuition multiplied by the fraction or percentage of time remaining. Hypothetical Example: A student who completes 20% (or 1/5th) of a course with educational costs of \$ 1,075 will receive a prorated refund of educational costs, less registration fee described in paragraph 1, as follows  $(1,075 - \$75 = \$1,000 \times .80 \text{ (or } 4/5) = \$800$ ). Any refund of equipment fees will be made as described in paragraph 2. All refunds will be made within 30 days from the date of cancellation or withdrawal (as described in par 1 and 3 above). If the Student does not return from an approved Leave of Absences period as stated in school's Catalog, refunds would be made within 30 days from the end of the Leave of Absence period. Within 10 days of any refund, the student will be notified of the amount of the refund and to whom the refund was made. For students receiving tuition assistance, a tuition refund will be made first to any lender up to the amount of such disbursement; any additional refunds will next be made to other sponsoring source up to the amount of such disbursement; any additional refunds due will be made to the student or sponsor.
50. If the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program funds.
51. If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student defaults on a federal or student loan, both the following may occur: 1. The federal or state government or a loan guarantee agency may take action against the student, including garnishing an income tax refund and; 2. The student may not be eligible for any other government financial assistance at another institution until the loan is repaid. 9 | Page Published 01/02/2019



52. Placement assistance is provided on the form of the posting of job openings or by referring graduates to potential employers. However, it is understood that the School does not and cannot promise or guarantee employment nor level of income or wage rate to any Student or graduate.
53. All supplies for the course selected will be furnished by the School at the stated charge. Lost, mutilated, or stolen items will be replaced at the expense of the student or sponsor.
54. Certificates (signifying satisfactory completion) will be issued after the completion of the entire program. Classroom and lab instruction will be graded. The Student must achieve a passing grade average (as stated in the catalog) to receive a certificate. Students will be permitted to a retest (as stated in the catalog) for any grade below passing. Make up time may be granted by the School director. Excessive absenteeism may be cause for dismissal.
55. The School reserves the right to postpone training in the event of Acts of God, labor disputes, equipment failure, etc., for a maximum of 30 days. Students and sponsor will be duly notified with any recourses or alternatives.
56. All courses schedules are subject to change. Students and sponsors will be duly notified with any recourses or alternatives.
57. The school reserves the right to withdraw a scheduled course if the registration is insufficient to make up a class. Students and sponsors will be duly notified with any recourses or alternatives.
58. The school reserves the right to change or modify the program content, equipment, staff, or material and organization as necessary, with approval of the Bureau for Private Postsecondary Education, if required. Such changes may be required to keep pace with either technological advances and/or to improve teaching methods. In no event will any changes diminish the competency of any program or result in addition tuition charges for current attending Students.
59. The School reserves the right to reject any applicant for admission not meeting the requirement for the course selected. The Student's enrollment may be terminated at the election of the school director, If the student's academic progress, behavior, absence, lateness, dress, etc., does not conform to the requirements, rules and regulations of the School (as stated in the catalog).
60. The student hereby releases, holds harmless and indemnifies the school and its agents, from and against all liabilities, and other expenses which may be impose upon, incurred by or asserted against it or them by any reason of bodily injury.



**SCHOOL PERFORMANCE FACT SHEET**  
**CALENDAR YEARS 2018 & 2019**

**Networking Technician – 315 Hours**

**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
2018	0	0	0	0
2019	0	0	0	0

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

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



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

<b>Calendar Year</b>	<b>Number of Students Who Began Program</b>	<b>Number of Graduates</b>	<b>Graduates Available for Employment</b>	<b>Graduates Employed in the Field</b>	<b>Placement Rate % Employed in the Field</b>
2018	0	0	0	0	0
2019	0	0	0	0	0

Students are entitled to a list of the job classifications considered to be in the field of this educational program. To obtain this list, please ask an instructional representative.

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

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

<b>Calendar Year</b>	<b>Graduate Employed in the Field 20-29 Hours Per Week</b>	<b>Graduates Employed in the Field at Least 30 Hours Per Week</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0	0
2019	0	0	0

**Single Position vs. Concurrent Aggregated Position**

<b>Calendar Year</b>	<b>Graduates Employed in the Field in a Single Position</b>	<b>Graduates Employed in the Field in Concurrent Aggregated Positions</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0	0
2019	0	0	0



**Self-Employed / Freelance Positions**

<b>Calendar Year</b>	<b>Graduates Employed who are Self-Employed or Working Freelance</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0
2019	0	0

**Institutional Employment**

<b>Calendar Year</b>	<b>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.</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0
2019	0	0

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

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

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.**



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

Caledonian’s courses do not require licensure examinations from state agencies.

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

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

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
2018	N/A	N/A	N/A	N/A	N/A
2019	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 0 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	Graduates Employed in Field	\$20,001 - \$25,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

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

**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 2018: **\$6000.00** Additional charges may be incurred if the program is not completed on-time.

Total charges for the program for students completing on-time in 2019: **\$6000.00** Additional charges may be incurred if the program is not completed on-time.

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

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

**Federal Student Loan Debt**

Students at **Caledonian** 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.





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

Student Name – Print

\_\_\_\_\_

Date

\_\_\_\_\_

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.



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

61. A student may withdraw from the school at any time. A student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session. A Student who cancels this agreement in writing at any time until midnight of the date that is the seventh (7th) consecutive days, following the start of class, shall be refunded all monies paid within 30 days after receipt of the notice of cancellation. The notice may be mailed, faxed, or delivered in person. If a student is rejected for training or if a course is canceled, the student will receive a refund of all monies paid within 30 days. If a student withdraws, or is suspended, or expelled after the aforementioned 7 day period for cancellation, all tuition and fees (i.e., educational costs), less a registration fee not to exceed the lesser amount of 5% of the total charges or \$150, shall be refunded on a pro-rata basis. Once purchased, equipment becomes the property of the student, unless they are returned in good condition allowing for reasonable wear and tear, (some equipment may not be returnable due to health or safety reasons) within ten (10) days following the date of student's withdrawal. If returnable as above, the school will refund the total amount collected for the listed equipment. Requests for refunds are to be addressed to the School Director at the address of the school. In calculating any tuition refund due the period of enrollment is from the first day in class to the last date of recorded attendance, the time and percentage or fraction of attendance will be determined by the time of attendance divided by the total hours in the program. In all cases of students who withdraw, or who are suspended or expelled, or fail to attend classes for 3 weeks prior to successful completion, or if the school closes prior to completing a course, the following minimum refund policy shall apply: The refund of tuition and other fees (excluding equipment fees) shall be equal to the total amount of tuition multiplied by the fraction or percentage of time remaining. Hypothetical Example: A student who completes 20% (or 1/5th) of a course with educational costs of \$ 1,075 will receive a prorated refund of educational costs, less registration fee described in paragraph 1, as follows  $(1,075 - \$75 = \$1,000 \times .80 \text{ (or } 4/5) = \$800$ ). Any refund of equipment fees will be made as described in paragraph 2. All refunds will be made within 30 days from the date of cancellation or withdrawal (as described in par 1 and 3 above). If the Student does not return from an approved Leave of Absences period as stated in school's Catalog, refunds would be made within 30 days from the end of the Leave of Absence period. Within 10 days of any refund, the student will be notified of the amount of the refund and to whom the refund was made. For students receiving tuition assistance, a tuition refund will be made first to any lender up to the amount of such disbursement; any additional refunds will next be made to other sponsoring source up to the amount of such disbursement; any additional refunds due will be made to the student or sponsor.
62. If the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program funds.
63. If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student defaults on a federal or student loan, both the following may occur: 1. The federal or state government or a loan guarantee agency may take action against the student, including garnishing an income tax refund and; 2. The student may not be eligible for any other government financial assistance at another institution until the loan is repaid. 9 | Page Published 01/02/2019



64. Placement assistance is provided on the form of the posting of job openings or by referring graduates to potential employers. However, it is understood that the School does not and cannot promise or guarantee employment nor level of income or wage rate to any Student or graduate.
65. All supplies for the course selected will be furnished by the School at the stated charge. Lost, mutilated, or stolen items will be replaced at the expense of the student or sponsor.
66. Certificates (signifying satisfactory completion) will be issued after the completion of the entire program. Classroom and lab instruction will be graded. The Student must achieve a passing grade average (as stated in the catalog) to receive a certificate. Students will be permitted to a retest (as stated in the catalog) for any grade below passing. Make up time may be granted by the School director. Excessive absenteeism may be cause for dismissal.
67. The School reserves the right to postpone training in the event of Acts of God, labor disputes, equipment failure, etc., for a maximum of 30 days. Students and sponsor will be duly notified with any recourses or alternatives.
68. All courses schedules are subject to change. Students and sponsors will be duly notified with any recourses or alternatives.
69. The school reserves the right to withdraw a scheduled course if the registration is insufficient to make up a class. Students and sponsors will be duly notified with any recourses or alternatives.
70. The school reserves the right to change or modify the program content, equipment, staff, or material and organization as necessary, with approval of the Bureau for Private Postsecondary Education, if required. Such changes may be required to keep pace with either technological advances and/or to improve teaching methods. In no event will any changes diminish the competency of any program or result in addition tuition charges for current attending Students.
71. The School reserves the right to reject any applicant for admission not meeting the requirement for the course selected. The Student's enrollment may be terminated at the election of the school director, If the student's academic progress, behavior, absence, lateness, dress, etc., does not conform to the requirements, rules and regulations of the School (as stated in the catalog).
72. The student hereby releases, holds harmless and indemnifies the school and its agents, from and against all liabilities, and other expenses which may be impose upon, incurred by or asserted against it or them by any reason of bodily injury.



**SCHOOL PERFORMANCE FACT SHEET  
CALENDAR YEARS 2018 & 2019**

**Computer Systems Technician – 330 Hours**

**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
2018	0	0	0	0
2019	0	0	0	0

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

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



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

<b>Calendar Year</b>	<b>Number of Students Who Began Program</b>	<b>Number of Graduates</b>	<b>Graduates Available for Employment</b>	<b>Graduates Employed in the Field</b>	<b>Placement Rate % Employed in the Field</b>
2018	0	0	0	0	0
2019	0	0	0	0	0

Students are entitled to a list of the job classifications considered to be in the field of this educational program. To obtain this list, please ask an instructional representative.

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

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

<b>Calendar Year</b>	<b>Graduate Employed in the Field 20-29 Hours Per Week</b>	<b>Graduates Employed in the Field at Least 30 Hours Per Week</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0	0
2019	0	0	0

**Single Position vs. Concurrent Aggregated Position**

<b>Calendar Year</b>	<b>Graduates Employed in the Field in a Single Position</b>	<b>Graduates Employed in the Field in Concurrent Aggregated Positions</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0	0
2019	0	0	0



**Self-Employed / Freelance Positions**

<b>Calendar Year</b>	<b>Graduates Employed who are Self-Employed or Working Freelance</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0
2019	0	0

**Institutional Employment**

<b>Calendar Year</b>	<b>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.</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0
2019	0	0

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

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

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.**





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

Caledonian’s courses do not require licensure examinations from state agencies.

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

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

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
2018	N/A	N/A	N/A	N/A	N/A
2019	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 0 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	Graduates Employed in Field	\$20,001 - \$25,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

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

**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 2018: **\$6000.00** Additional charges may be incurred if the program is not completed on-time.

Total charges for the program for students completing on-time in 2019: **\$6000.00** Additional charges may be incurred if the program is not completed on-time.

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

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

**Federal Student Loan Debt**

Students at **Caledonian** 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.



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

Student Name – Print

\_\_\_\_\_

Date

\_\_\_\_\_

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**

73. A student may withdraw from the school at any time. A student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session. A Student who cancels this agreement in writing at any time until midnight of the date that is the seventh (7th) consecutive days, following the start of class, shall be refunded all monies paid within 30 days after receipt of the notice of cancellation. The notice may be mailed, faxed, or delivered in person. If a student is rejected for training or if a course is canceled, the student will receive a refund of all monies paid within 30 days. If a student withdraws, or is suspended, or expelled after the aforementioned 7 day period for cancellation, all tuition and fees (i.e., educational costs), less a registration fee not to exceed the lesser amount of 5% of the total charges or \$150, shall be refunded on a pro-rata basis. Once purchased, equipment becomes the property of the student, unless they are returned in good condition allowing for reasonable wear and tear, (some equipment may not be returnable due to health or safety reasons) within ten (10) days following the date of student's withdrawal. If returnable as above, the school will refund the total amount collected for the listed equipment. Requests for refunds are to be addressed to the School Director at the address of the school. In calculating any tuition refund due the period of enrollment is from the first day in class to the last date of recorded attendance, the time and percentage or fraction of attendance will be determined by the time of attendance divided by the total hours in the program. In all cases of students who withdraw, or who are suspended or expelled, or fail to attend classes for 3 weeks prior to successful completion, or if the school closes prior to completing a course, the following minimum refund policy shall apply: The refund of tuition and other fees (excluding equipment fees) shall be equal to the total amount of tuition multiplied by the fraction or percentage of time remaining. Hypothetical Example: A student who completes 20% (or 1/5th) of a course with educational costs of \$ 1,075 will receive a prorated refund of educational costs, less registration fee described in paragraph 1, as follows  $(1,075 - \$75 = \$1,000 \times .80 \text{ (or } 4/5) = \$800$ ). Any refund of equipment fees will be made as described in paragraph 2. All refunds will be made within 30 days from the date of cancellation or withdrawal (as described in par 1 and 3 above). If the Student does not return from an approved Leave of Absences period as stated in school's Catalog, refunds would be made within 30 days from the end of the Leave of Absence period. Within 10 days of any refund, the student will be notified of the amount of the refund and to whom the refund was made. For students receiving tuition assistance, a tuition refund will be made first to any lender up to the amount of such disbursement; any additional refunds will next be made to other sponsoring source up to the amount of such disbursement; any additional refunds due will be made to the student or sponsor.
74. If the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program funds.
75. If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student defaults on a federal or student loan, both the following may occur: 1. The federal or state government or a loan guarantee agency may take action against the student, including garnishing an income tax refund and; 2. The student may not be eligible for any other government financial assistance at another institution until the loan is repaid. 9 | Page Published 01/02/2019



76. Placement assistance is provided on the form of the posting of job openings or by referring graduates to potential employers. However, it is understood that the School does not and cannot promise or guarantee employment nor level of income or wage rate to any Student or graduate.
77. All supplies for the course selected will be furnished by the School at the stated charge. Lost, mutilated, or stolen items will be replaced at the expense of the student or sponsor.
78. Certificates (signifying satisfactory completion) will be issued after the completion of the entire program. Classroom and lab instruction will be graded. The Student must achieve a passing grade average (as stated in the catalog) to receive a certificate. Students will be permitted to a retest (as stated in the catalog) for any grade below passing. Make up time may be granted by the School director. Excessive absenteeism may be cause for dismissal.
79. The School reserves the right to postpone training in the event of Acts of God, labor disputes, equipment failure, etc., for a maximum of 30 days. Students and sponsor will be duly notified with any recourses or alternatives.
80. All courses schedules are subject to change. Students and sponsors will be duly notified with any recourses or alternatives.
81. The school reserves the right to withdraw a scheduled course if the registration is insufficient to make up a class. Students and sponsors will be duly notified with any recourses or alternatives.
82. The school reserves the right to change or modify the program content, equipment, staff, or material and organization as necessary, with approval of the Bureau for Private Postsecondary Education, if required. Such changes may be required to keep pace with either technological advances and/or to improve teaching methods. In no event will any changes diminish the competency of any program or result in addition tuition charges for current attending Students.
83. The School reserves the right to reject any applicant for admission not meeting the requirement for the course selected. The Student's enrollment may be terminated at the election of the school director, If the student's academic progress, behavior, absence, lateness, dress, etc., does not conform to the requirements, rules and regulations of the School (as stated in the catalog).
84. The student hereby releases, holds harmless and indemnifies the school and its agents, from and against all liabilities, and other expenses which may be impose upon, incurred by or asserted against it or them by any reason of bodily injury.



**SCHOOL PERFORMANCE FACT SHEET**  
**CALENDAR YEARS 2018 & 2019**

**Computer Applications One-on-One**

**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
2018	0	0	0	0
2019	6	0	0	0

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

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





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

<b>Calendar Year</b>	<b>Number of Students Who Began Program</b>	<b>Number of Graduates</b>	<b>Graduates Available for Employment</b>	<b>Graduates Employed in the Field</b>	<b>Placement Rate % Employed in the Field</b>
2018	0	0	0	0	0
2019	6	0	0	0	0

Students are entitled to a list of the job classifications considered to be in the field of this educational program. To obtain this list, please ask an instructional representative.

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

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

<b>Calendar Year</b>	<b>Graduate Employed in the Field 20-29 Hours Per Week</b>	<b>Graduates Employed in the Field at Least 30 Hours Per Week</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0	0
2019	0	0	0

**Single Position vs. Concurrent Aggregated Position**

<b>Calendar Year</b>	<b>Graduates Employed in the Field in a Single Position</b>	<b>Graduates Employed in the Field in Concurrent Aggregated Positions</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0	0
2019	0	0	0



**Self-Employed / Freelance Positions**

<b>Calendar Year</b>	<b>Graduates Employed who are Self-Employed or Working Freelance</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0
2019	0	0

**Institutional Employment**

<b>Calendar Year</b>	<b>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.</b>	<b>Total Graduates Employed in the Field</b>
2018	0	0
2019	0	0

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

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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 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.**



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

Caledonian’s courses do not require licensure examinations from state agencies.

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

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

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
2018	N/A	N/A	N/A	N/A	N/A
2019	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.

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

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**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	Graduates Employed in Field	\$20,001 - \$25,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2018	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0

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

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

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**Cost of Educational Program**

Total charges for the program for students completing on-time in 2018: **\$6000.00** Additional charges may be incurred if the program is not completed on-time.

Total charges for the program for students completing on-time in 2019: **\$6000.00** 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**

Students at **Caledonian** 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: \_\_\_\_\_

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Student Name – Print

\_\_\_\_\_

Date

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Student Signature

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Date

\_\_\_\_\_

School Official

\_\_\_\_\_

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