

SCHOOL PERFORMANCE FACT SHEET Calendar Years 2022 & 2023

On-Time Completion Rates (Graduation Rates)

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

Doctor of Physical Therapy (133 Credits)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of On- Time Graduates	On-Time Completion Rate
2023	44	44	43	98%
2022	43	43	38	88%

Student's Initials:	_Date:
Initial only after you have h	nad sufficient time to read and understand the information.

Students Completing Within 150% of the Published Program Length

Doctor of Physical Therapy (133 Credits)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2023	44	44	43	98%
2022	43	43	43	100%
2021	44	44	43	98%
2020	40	40	40	100%

Student's Initials:	Date:			
Initial only after yo	ou have had sufficie	nt time to read a	nd understand t	the information.



Job Placement Rates

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

Doctor of Physical Therapy (133 Credits)

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2023	44	43	43	32	74%
2022	43	43	43	25	58%

To obtain a list of employment positions determined to be within the field for which a student received education and training for the calculation of job placement rates, please refer to the California Employment Development Department website at: http://www.labormarketinfo.edd.ca.gov/occquides/Search.aspx

Gainfully Employed Categories

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

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2023	1	31	32
2022	1	24	25

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2023	32	0	32
2022	24	1	25

Effective 12/01/2024



Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2023	0	32
2022	0	25

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2023	0	32
2022	0	25

Student's Initials	s: Date:			
Initial only after y	ou have had sufficien	t time to read and	understand th	ne information.



License Examination Passage Rates

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

Doctor of Physical Therapy (133 Credits)

National Physical Therapy Examination (NPTE)

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
2023	44	44	29	15	65.9%
2022	43	42	30	12	71.4%

License examination passage data is not available from the state agency administering the examination. We were unable to collect data from 0 graduates.

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



Salary and Wage Information

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

Doctor of Physical Therapy (133 Credits)

Annual salary and wages reported for graduates employed in the field

Calendar Year	Graduates Available fo Employme	or	Emplo	uates yed in eld	,001 - 5,000	\$45,0 \$50,0	\$50,001 \$55,000	\$55,001 - \$60,000	\$60,001 - \$65,000
2023	43		3	2	1	1	2	1	8
2022	43		2	:5	0	1	1	2	5
	\$65,001 - \$70,000		0,001 - '5,000	\$75,00 \$80,0		001 - ,000	5,001 - 90,000	\$90,001 - \$95,000	\$95,001 - \$100,000+
	1		6	4		0	1	1	0
	4		4	2		1	1	0	1
	No Salary Information Reported								
	6								
	3								

To obtain a list of the objective sources of information used to substantiate the salary disclosures; please refer to the California Employment Development Department website at: http://www.labormarketinfo.edd.ca.gov/occguides/Search.aspx
Student's Initials:Date: Initial only after you have had sufficient time to read and understand the information.
Cost of Educational Program
Total charges for the program for students completing on time in 2023: \$123,046.50
Total charges may be higher for students that do not complete on time.
Total charges for the program for students completing on time in 2022: \$123,296.50 Total charges may be higher for students that do not complete on time.
Student's Initials:Date: Initial only after you have had sufficient time to read and understand the information.



Most recent three-vear

West Coast University - Center for Graduate Studies 590 North Vermont Ave., Los Angeles, CA 90004 (323) 284-7998 | www.westcoastuniversity.edu

The percentage of | The average amount |

Federal Student Loan Debt

The percentage of

Calendar Year(s)	cohort default rate, as reported by the United State Department of Education.	enrolled students in (2022/23) receiving federal student loans to pay for this program	graduates in (2022/23) who took out federal student loans to pay for this program	of federal student loan debt of (2022/23) graduates who took out federal student loans at this institution			
2023	0	83%	82%	\$32,480			
2022	0	82%	81%	\$32,515			
the percenta within three of Education Student's In	¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education. Student's Initials:Date:						
Initial only a	fter you have had sufficier	nt time to read and underst	and the information.				
relating to co		ates, starting salaries, or lic	_	ny information you may have s, this fact sheet contains the			
may be direct	Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.						
Student Name - Print							
Student Signature Date							
School Office	School Official		Date				



Definitions

- 1. "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.
- 2. "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.
- 3. "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.
- 4. "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- 5. "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- 6. "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.
- 8. "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.
- 9. "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.
- 10. "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.
- 11. "Number of Graduates Taking Exam" is the number of graduates who took the first available exam in the reported calendar year.
- 12. First Available Exam Date" is the date for the first available exam after a student completed a program.
- 13. "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.
- **14**. "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
- 15. "Salary" is as reported by graduate or graduate's employer.
- 16. "No Salary Information Reported" is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



STUDENT'S RIGHT TO CANCEL

Students have the right to cancel an enrollment agreement including any equipment such as books, materials, and supplies or any other goods related to the instruction offered in the agreement, if notice of cancellation is made within seven (7) calendar days (excluding holidays) of enrollment or by the seventh (7th) calendar day of the student's first term, whichever is later.

Cancellation shall occur when the student gives written notice of cancellation at the address of the university shown on top of the front page of the enrollment agreement. Students can also do this by mail, hand delivery, or email. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the agreement.

New students may be admitted during this period provided they attend at least one scheduled class during the Add/Drop period.

Students will not be admitted after the Add/Drop period without approval from the campus Executive Director and the applicable program Dean/Chair. Tuition adjustments will not be made after the first week of the term.

Returning students who do not return as expected or whose last date of attendance is within the add/drop period will be considered a cancellation for the purposes of assessing tuition and fee charges. This applies to all re-entries and students returning from a leave of absence.

If the student cancels the agreement, the university will refund 100 percent of the amount paid for institutional charges, with a deduction for equipment not returned in a timely manner in good condition, within 45 days after the student's notice of cancellation is received.



SCHOOL PERFORMANCE FACT SHEET Calendar Years 2022 & 2023

On-Time Completion Rates (Graduation Rates)

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

Master of Physician Assistant (108 Credits)

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

^{*} This Program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program began on 1/9/2023. As of 12/1/2026, two full years of data for this program will be available.

Student's Initials	:Date: _	
Initial only after y	ou have had suffi	cient time to read and understand the information.

Students Completing Within 150% of the Published Program Length

Master of Physician Assistant (108 Credits)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2023	0	0	0	0%
2022	0	0	0	0%
2021	0	0	0	0%
2020	0	0	0	0%

Student's Initials:	Date:	
Initial only after yo	ou have had sufficient time t	o read and understand the information.



Job Placement Rates

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

Master of Physician Assistant (108 Credits)

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2023	0	0	0	0	0%
2022	0	0	0	0	0%

To obtain a list of employment positions determined to be within the field for which a student received education and training for the calculation of job placement rates, please refer to the California Employment Development Department website at: http://www.labormarketinfo.edd.ca.gov/occquides/Search.aspx

Gainfully Employed Categories

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

Part-Time vs. Full-Time Employment

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

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2023	0	0	0
2022	0	0	0



Self-Employed / Freelance Positions

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

Institutional Employment

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

Student's Initials	s: Date:		
Initial only after y	you have had suffic	ient time to read and understand the	information.

Published: 12/01/2024

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License Examination Passage Rates

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

Master of Physician Assistant (108 Credits)

Physician Assistant National Certifying Examination

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
2023	0	0	0	0	0%
2022	0	0	0	0	0%

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

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

Published: 12/01/2024

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Salary and Wage Information

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

Master of Physician Assistant (108 Credits)

Annual salary and wages reported for graduates employed in the field

Calendar Year	Graduates Available for Employment	Graduates Employed in Field
2023	0	0
2022	0	0

To obtain a list of the objective sources of information used to substantiate the salary disclosures; please refer to the California Employment Development Department website at: http://www.labormarketinfo.edd.ca.gov/occguides/Search.aspx
Student's Initials:Date: Initial only after you have had sufficient time to read and understand the information.
Cost of Educational Program
Total charges for the program for students completing on time in 2023: \$122,777.00
Total charges may be higher for students that do not complete on time.
Total charges for the program for students completing on time in 2022: \$118,117.00 Total charges may be higher for students that do not complete on time.
Student's Initials:Date: Initial only after you have had sufficient time to read and understand the information.



Most recent three-year

West Coast University - Center for Graduate Studies 590 North Vermont Ave., Los Angeles, CA 90004 (323) 284-7998 | www.westcoastuniversity.edu

The percentage of

The average amount

Federal Student Loan Debt

The percentage of

Calendar Year(s)	ar(s) Education. ₁ to pay for progra		graduates in (2022/23) who took out federal student loans to pay for this program	of federal student loan debt of (2022/23) graduates who took out federal student loans at this institution	
2023	0	2004	00/	\$20.400	
2023	0	82% 0%	0%	\$32,480 \$32,515	
¹ The percent the percenta within three of Education	tage of students who defaulage of this school's students years of when the first pa	ted on their federal student I s who were more than 270	oans is called the Cohort I days (9 months) behind o	Default Rate (CDR). It shows n their federal student loans ted by the U.S. Department	
	itials:Date: fter you have had sufficier	 nt time to read and underst	and the information.		
relating to co		rates, starting salaries, or lic	~	ny information you may have s, this fact sheet contains the	
Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.					
Student Name - Print					
Student Sig	Student Signature Date				
School Offic	cial		Date		



Definitions

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- 3. "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.
- 4. "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- 5. "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- 6. "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.
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- 8. "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.
- 9. "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.
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- 13. "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.
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- 15. "Salary" is as reported by graduate or graduate's employer.
- 16. "No Salary Information Reported" is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



STUDENT'S RIGHT TO CANCEL

Students have the right to cancel an enrollment agreement including any equipment such as books, materials, and supplies or any other goods related to the instruction offered in the agreement, if notice of cancellation is made within seven (7) calendar days (excluding holidays) of enrollment or by the seventh (7th) calendar day of the student's first term, whichever is later.

Cancellation shall occur when the student gives written notice of cancellation at the address of the university shown on top of the front page of the enrollment agreement. Students can also do this by mail, hand delivery, or email. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the agreement.

New students may be admitted during this period provided they attend at least one scheduled class during the Add/Drop period.

Students will not be admitted after the Add/Drop period without approval from the campus Executive Director and the applicable program Dean/Chair. Tuition adjustments will not be made after the first week of the term.

Returning students who do not return as expected or whose last date of attendance is within the add/drop period will be considered a cancellation for the purposes of assessing tuition and fee charges. This applies to all re-entries and students returning from a leave of absence.

If the student cancels the agreement, the university will refund 100 percent of the amount paid for institutional charges, with a deduction for equipment not returned in a timely manner in good condition, within 45 days after the student's notice of cancellation is received.

Published: 12/01/2024

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SCHOOL PERFORMANCE FACT SHEET Calendar Years 2022 & 2023

On-Time Completion Rates (Graduation Rates)

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

Master of Science in Clinical Mental Health Counseling (60 Credits)

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

^{*} This Program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program began on 10/30/2023. As of 12/01/2028, two full years of data for this program will be available.

Student's Initials:	:Date:	
Initial only after y	ou have had sufficient time to re	ad and understand the information.

Students Completing Within 150% of the Published Program Length

Master of Science in Clinical Mental Health Counseling (60 Credits)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2023	0	0	0	0%
2022	0	0	0	0%
2021	0	0	0	0%
2020	0	0	0	0%

Student's Initials:	_Date:
Initial only after you have h	ad sufficient time to read and understand the information.



Job Placement Rates

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

Master of Science in Clinical Mental Health Counseling (60 Credits)

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2023	0	0	0	0	0%
2022	0	0	0	0	0%

To obtain a list of employment positions determined to be within the field for which a student received education and training for the calculation of job placement rates, please refer to the California Employment Development Department website at: http://www.labormarketinfo.edd.ca.gov/occquides/Search.aspx

Gainfully Employed Categories

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

Part-Time vs. Full-Time Employment

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

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2023	0	0	0
2022	0	0	0



Self-Employed / Freelance Positions

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

Institutional Employment

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

Student's Initials	: Date:			
Initial only after y	ou have had sufficier	nt time to read and	understand th	e information.



License Examination Passage Rates

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

Master of Science in Clinical Mental Health Counseling (60 Credits)

Licensed Professional Counselor Exam (LPC)

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
2023	0	0	0	0	0%
2022	0	0	0	0	0%

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

Student's Initials	:Date:		
Initial only after y	ou have had sufficient tim	e to read and understan	d the information.



Salary and Wage Information

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

Master of Science in Clinical Mental Health Counseling (60 Credits)

Annual salary and wages reported for graduates employed in the field

Calendar Year	Graduates Available for Employment	Graduates Employed in Field
2023	0	0
2022	0	0

To obtain a list of the objective sources of information used to substantiate the salary disclosures; please refer to the California Employment Development Department website at: http://www.labormarketinfo.edd.ca.gov/occguides/Search.aspx
Student's Initials:Date:Initial only after you have had sufficient time to read and understand the information.
Cost of Educational Program
Total charges for the program for students completing on time in 2023: \$42,555.00
Total charges may be higher for students that do not complete on time.
Total charges for the program for students completing on time in 2022: \$42,555.00 Total charges may be higher for students that do not complete on time.
Student's Initials:Date: Initial only after you have had sufficient time to read and understand the information.



Federal Student Loan Debt

	Calendar Year(s)	Most recent three-year cohort default rate, as reported by the United State Department of Education.	enrolled students in (2022/23) receiving federal student loans to pay for this program	graduates in (2022/23) who took out federal student loans to pay for this program	of federal student loan debt of (2022/23) graduates who took out federal student loans at this institution			
	2022	0			000,400			
2023 0		71%	0% 0%	\$32,480				
	the percenta	age of this school's students years of when the first pa	who were more than 270 of	oans is called the Cohort I days (9 months) behind o	\$32,515 Default Rate (CDR). It shows n their federal student loans ted by the U.S. Department			
		itials:Date: fter you have had sufficien	nt time to read and underst	and the information.				
	relating to co		ates, starting salaries, or lic	•	ny information you may have , this fact sheet contains the			
	may be dire	•	ate Postsecondary Educatio	n at 1747 N. Market Blvd	y answered by the institution , Suite 225, Sacramento, CA			
	Student Name - Print							
	Student Signature Date							
	School Offic	sial		Date				



Definitions

- 1. "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.
- 2. "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.
- 3. "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.
- 4. "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- 5. "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- 6. "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.
- 7. "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
- 8. "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.
- 9. "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.
- 10. "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.
- 11. "Number of Graduates Taking Exam" is the number of graduates who took the first available exam in the reported calendar year.
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- 13. "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.
- 14. "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
- 15. "Salary" is as reported by graduate or graduate's employer.
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STUDENT'S RIGHT TO CANCEL

Students have the right to cancel an enrollment agreement including any equipment such as books, materials, and supplies or any other goods related to the instruction offered in the agreement, if notice of cancellation is made within seven (7) calendar days (excluding holidays) of enrollment or by the seventh (7th) calendar day of the student's first term, whichever is later.

Cancellation shall occur when the student gives written notice of cancellation at the address of the university shown on top of the front page of the enrollment agreement. Students can also do this by mail, hand delivery, or email. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the agreement.

New students may be admitted during this period provided they attend at least one scheduled class during the Add/Drop period.

Students will not be admitted after the Add/Drop period without approval from the campus Executive Director and the applicable program Dean/Chair. Tuition adjustments will not be made after the first week of the term.

Returning students who do not return as expected or whose last date of attendance is within the add/drop period will be considered a cancellation for the purposes of assessing tuition and fee charges. This applies to all re-entries and students returning from a leave of absence.

If the student cancels the agreement, the university will refund 100 percent of the amount paid for institutional charges, with a deduction for equipment not returned in a timely manner in good condition, within 45 days after the student's notice of cancellation is received.



SCHOOL PERFORMANCE FACT SHEET Calendar Years 2022 & 2023

On-Time Completion Rates (Graduation Rates)

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

Master of Science in Occupational Therapy (96 Credits)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of On- Time Graduates	On-Time Completion Rate
2023	67	67	59	88%
2022	68	68	64	94%

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

Students Completing Within 150% of the Published Program Length

Master of Science in Occupational Therapy (96 Credits)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2023	67	67	65	97%
2022	68	68	64	94%
2021	69	69	61	88%
2021	34	34	33	97%

Student's Initials:	Date:	
Initial only after yo	ou have had sufficient time t	o read and understand the information.



Job Placement Rates

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

Master of Science in Occupational Therapy (96 Credits)

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2023	67	65	65	29	45%
2022	68	64	64	38	59%

To obtain a list of employment positions determined to be within the field for which a student received education and training for the calculation of job placement rates, please refer to the California Employment Development Department website at: http://www.labormarketinfo.edd.ca.gov/occquides/Search.aspx

Gainfully Employed Categories

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

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2023	0	29	29
2022	2	36	38

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2023	29	0	29
2022	31	7	38



Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2023	0	29
2022	0	38

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2023	0	29
2022	0	38

Student's Initials	: Date:			
Initial only after y	ou have had sufficier	t time to read and	understand tl	ne information.

Published: 12/01/2024

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License Examination Passage Rates

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

Master of Science in Occupational Therapy (96 Credits)

National Board for Certification in Occupational Therapy Exam (NBCOT)

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
2023	64	59	35	24	59.3%
2022	67	65	46	19	70.7%

License examination passage data is not available from the state agency administering the examination. We were unable to collect data from 0 graduates.

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

Published: 12/01/2024

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Salary and Wage Information

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

Master of Science in Occupational Therapy (96 Credits)

Annual salary and wages reported for graduates employed in the field

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$50,001 - \$55,000	\$55,001 - \$60,000	\$60,001 - \$65,000	\$65,00 \$70,0		\$70,001 - \$75,000
2023	65	29	1	4	2	4		6
2022	64	38	4	0	3	6		7
	\$75,001 - \$80,000	\$80,001 - \$85,00	0 \$85,001	- \$90,000	\$90,001 - \$95	,000	Infor	Salary mation ported
	0	3		1	1			7
	6	6		1	1			4

To obtain a list of the objective sources of information used to substantiate the salary disclosures; please refer to the California Employment Development Department website at: http://www.labormarketinfo.edd.ca.gov/occguides/Search.aspx
Student's Initials: Date: Initial only after you have had sufficient time to read and understand the information.
Cost of Educational Program
Total charges for the program for students completing on time in 2023: \$93,528.50
Total charges may be higher for students that do not complete on time.
Total charges for the program for students completing on time in 2022: \$92,290.00 Total charges may be higher for students that do not complete on time.
Student's Initials:Date: Initial only after you have had sufficient time to read and understand the information.



Most recent three-year

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The percentage of

The average amount

Federal Student Loan Debt

The percentage of

Calendar Year(s)	State Bepartment of Transian s		graduates in (2022/23) who took out federal student loans to pay for this program	of federal student loan debt of (2022/23) graduates who took out federal student loans at this institution				
2023	0	88%	84%	\$32,480				
2022	0	86%	85%	\$32,515				
the percenta within three of Education	age of this school's students years of when the first pa	who were more than 270 of	days (9 months) behind o	Default Rate (CDR). It shows n their federal student loans ted by the U.S. Department				
	Ifter you have had sufficier	nt time to read and underst	and the information.					
relating to co		rates, starting salaries, or lic	•	ny information you may have t, this fact sheet contains the				
may be dire	Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.							
Student Name - Print								
Student Sig	nature		Date					
School Office	cial		 Date					



Definitions

- 1. "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.
- 2. "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.
- 3. "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.
- 4. "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
- 5. "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- 6. "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.
- 8. "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.
- 9. "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.
- 10. "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.
- 11. "Number of Graduates Taking Exam" is the number of graduates who took the first available exam in the reported calendar year.
- 12. First Available Exam Date" is the date for the first available exam after a student completed a program.
- 13. "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.
- **14**. "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
- 15. "Salary" is as reported by graduate or graduate's employer.
- 16. "No Salary Information Reported" is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



STUDENT'S RIGHT TO CANCEL

Students have the right to cancel an enrollment agreement including any equipment such as books, materials, and supplies or any other goods related to the instruction offered in the agreement, if notice of cancellation is made within seven (7) calendar days (excluding holidays) of enrollment or by the seventh (7th) calendar day of the student's first term, whichever is later.

Cancellation shall occur when the student gives written notice of cancellation at the address of the university shown on top of the front page of the enrollment agreement. Students can also do this by mail, hand delivery, or email. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the agreement.

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Published: 12/01/2024

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SCHOOL PERFORMANCE FACT SHEET Calendar Years 2022 & 2023

On-Time Completion Rates (Graduation Rates)

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

Occupational Therapy Doctorate (120 Credits)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of On- Time Graduates	On-Time Completion Rate
2023	33	33	27	82%
2022	28	28	28	100%

Student's Initials:	_Date:
Initial only after you have h	nad sufficient time to read and understand the information.

Students Completing Within 150% of the Published Program Length

Occupational Therapy Doctorate (120 Credits)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2023	33	33	32	97%
2022	28	28	28	100%
2021	28	28	24	86%
2020	28	28	27	96%

Student's Initials:	Date:			
Initial only after you ha	ve had sufficien	t time to read and	understand	the information.



Job Placement Rates

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

Occupational Therapy Doctorate (120 Credits)

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2023	33	32	32	20	63%
2022	28	28	28	23	82%

To obtain a list of employment positions determined to be within the field for which a student received education and training for the calculation of job placement rates, please refer to the California Employment Development Department website at: http://www.labormarketinfo.edd.ca.gov/occquides/Search.aspx

Gainfully Employed Categories

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

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2023	0	20	20
2022	0	23	23

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2023	18	2	20
2022	21	2	23

Effective 12/01/2024



Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2023	0	20
2022	0	23

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2023	0	20
2022	0	23

Student's Initials	: Date:			
Initial only after y	ou have had suffici	ent time to read an	d understand t	he information.



License Examination Passage Rates

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

Occupational Therapy Doctorate (120 Credits)

National Board for Certification in Occupational Therapy Exam (NBCOT)

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
2023	28	26	19	7	73.1%
2022	32	31	25	6	80.6%

License examination passage data is not available from the state agency administering the examination. We were unable to collect data from 0 graduates.

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



Salary and Wage Information

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

Occupational Therapy Doctorate (120 Credits)

Annual salary and wages reported for graduates employed in the field

Calendar Year	Graduates Available for Employment	Graduates Employed i Field		\$50,001 - \$55,000	\$55,001 - \$60,000	\$60,001 \$65,000	
2023	32	20	1	0	1	3	2
2022	28	23	0	1	0	4	3
	\$70,001 - \$75,000	\$80,001 - \$85,000	\$85,001 - \$90,000	\$90,001 \$95,000		001 - ,000+	No Salary Information Reported
	8	2	2	0		1	0
	10	2	0	1	2	2	0

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Student's Initials:Date: Initial only after you have had sufficient time to read and understand the information.
Cost of Educational Program
Total charges for the program for students completing on time in 2023: \$115,363.50
Total charges may be higher for students that do not complete on time.
Total charges for the program for students completing on time in 2022: \$114,899.50 Total charges may be higher for students that do not complete on time.
Student's Initials:Date: Initial only after you have had sufficient time to read and understand the information.



Most recent three-vear

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The percentage of | The average amount |

Federal Student Loan Debt

The percentage of

Calendar Year(s)	cohort default rate, as reported by the United State Department of Education.	enrolled students in (2022/23) receiving federal student loans to pay for this program	graduates in (2022/23) who took out federal student loans to pay for this program	of federal student loan debt of (2022/23) graduates who took out federal student loans at this institution			
2023	0	86%	89%	\$32,480			
2022	0	88%	97%	\$32,515 Default Rate (CDR). It shows			
the percents within three of Education Student's In	age of this school's students years of when the first pan. itials:Date:	s who were more than 270 or yment was due. This is the	days (9 months) behind o e most recent CDR report	n their federal student loans ted by the U.S. Department			
Initial only a	ifter you have had sufficier	nt time to read and underst	and 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.							
may be dire	cted to the Bureau for Priva	•	n at 1747 N. Market Blvd	y answered by the institution , Suite 225, Sacramento, CA			
Student Na	Student Name - Print						
Student Sig	Student Signature Date						
School Office	cial		Date				



Definitions

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- 3. "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.
- 4. "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.
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- **14**. "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
- 15. "Salary" is as reported by graduate or graduate's employer.
- 16. "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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Cancellation shall occur when the student gives written notice of cancellation at the address of the university shown on top of the front page of the enrollment agreement. Students can also do this by mail, hand delivery, or email. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the agreement.

New students may be admitted during this period provided they attend at least one scheduled class during the Add/Drop period.

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SCHOOL PERFORMANCE FACT SHEET

Calendar Years 2022 & 2023

On-Time Completion Rates (Graduation Rates)

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

Doctor of Pharmacy (144 Credits)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of On- Time Graduates	On-Time Completion Rate
2023	93	93	73	78%
2022	74	74	52	70%

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

Students Completing Within 150% of the Published Program Length

Doctor of Pharmacy (144 Credits)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2023	93	93	73	78%
2022	74	74	52	70%
2021	63	3	48	76%
2020	60	60	53	88%

Student's Initials:	Date:	
Initial only after yo	ou have had sufficient time to read a	nd understand the information.



Job Placement Rates

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

Doctor of Pharmacy (144 Credits)

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2023	93	73	73	32	44%
2022	74	52	52	27	52%

To obtain a list of employment positions determined to be within the field for which a student received education and training for the calculation of job placement rates, please refer to the California Employment Development Department website at: http://www.labormarketinfo.edd.ca.gov/occquides/Search.aspx

Gainfully Employed Categories

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

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2023	1	31	32
2022	3	24	27

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2023	32	0	32
2022	27	0	27



Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2023	0	32
2022	0	27

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2023	0	32
2022	0	27

Student's Initials	: Date:			
Initial only after y	ou have had suffici	ent time to read an	d understand t	he information.

Published: 12/01/2024

Page 3 of 8



License Examination Passage Rates

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

Doctor of Pharmacy (144 Credits)

North American Pharmacist Licensure Examination (NAPLEX)

	Number of	Number of	Number Who	Number Who	
Calendar Year	Graduates in Calendar Year	Graduates Taking Exam	Passed First Available Exam	Failed First Available Exam	Passage Rate
2023	82	69	47	22	68.1%
2022	55	53	42	11	79.2%

License examination passage data is not available from the state agency administering the examination. We were unable to collect data from 0 graduates.

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

Published: 12/01/2024

Page 4 of 8



Salary and Wage Information

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

Doctor of Pharmacy (144 Credits)

Annual salary and wages reported for graduates employed in the field

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	\$55,001 - \$60,000	\$65,001 - \$70,000
2023	73	32	1	2	1	1	1
2022	52	27	1	0	1	0	2
	\$85,001 - \$90,000		\$95,001 -	\$100,000+	No Sal	ary Informati	on Reported
	0		10			16	
	2		11			10	

To obtain a list of the objective sources of information used to substantiate the salary disclosures; please refer to the California Employment Development Department website at: http://www.labormarketinfo.edd.ca.gov/occguides/Search.aspx					
Student's Initials:Date: Initial only after you have had sufficient time to read and understand the information.					
Cost of Educational Program					
Total charges for the program for students completing on time in 2023: \$197,967.50					
Total charges may be higher for students that do not complete on time.					
Total charges for the program for students completing on time in 2022: \$197,036.50 Total charges may be higher for students that do not complete on time.					
Student's Initials:Date: Initial only after you have had sufficient time to read and understand the information.					



Most recent three-year

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The percentage of

The average amount

Federal Student Loan Debt

The percentage of

Calendar Year(s)	cohort default rate, as reported by the United State Department of Education.	(2022/23) receiving federal student loans to pay for this program	graduates in (2022/23) who took out federal student loans to pay for this program	loan debt of (2022/23) graduates who took out federal student loans at this institution		
2023	0	96%	94%	\$32,480		
2022	0	93%	90%	\$32,515		
¹ The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.						
	itials:Date: fter you have had sufficier	nt time to read and underst	and the information.			
This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.						
Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.						
Student Name - Print						
Student Sig	nature		Date			
School Office	cial		Date			



Definitions

- 1. "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.
- 2. "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.
- 3. "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.
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- 6. "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.
- 8. "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.
- 9. "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.
- 10. "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.
- 11. "Number of Graduates Taking Exam" is the number of graduates who took the first available exam in the reported calendar year.
- 12. First Available Exam Date" is the date for the first available exam after a student completed a program.
- 13. "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.
- **14**. "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
- 15. "Salary" is as reported by graduate or graduate's employer.
- 16. "No Salary Information Reported" is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



STUDENT'S RIGHT TO CANCEL

Students have the right to cancel an enrollment agreement including any equipment such as books, materials, and supplies or any other goods related to the instruction offered in the agreement, if notice of cancellation is made within seven (7) calendar days (excluding holidays) of enrollment or by the seventh (7th) calendar day of the student's first term, whichever is later.

Cancellation shall occur when the student gives written notice of cancellation at the address of the university shown on top of the front page of the enrollment agreement. Students can also do this by mail, hand delivery, or email. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the agreement.

New students may be admitted during this period provided they attend at least one scheduled class during the Add/Drop period.

Students will not be admitted after the Add/Drop period without approval from the campus Executive Director and the applicable program Dean/Chair. Tuition adjustments will not be made after the first week of the term.

Returning students who do not return as expected or whose last date of attendance is within the add/drop period will be considered a cancellation for the purposes of assessing tuition and fee charges. This applies to all re-entries and students returning from a leave of absence.

If the student cancels the agreement, the university will refund 100 percent of the amount paid for institutional charges, with a deduction for equipment not returned in a timely manner in good condition, within 45 days after the student's notice of cancellation is received.

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