

Custom Training Solutions

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SCHOOL PERFORMANCE FACT SHEET

CALENDAR YEAR 2011

This *School Performance Fact Sheet* is made available to all prospective students, in fulfillment of the requirements set forth in Section 94902 of the California Private Postsecondary Education Act (CPPEA) of 2009, which is effective January 1, 2010, requires under section 94910 of CPPEA that a school provide information for each program offered in regards to, completion rates, placement rates, licensure exam passage rates, salary/wage information, and for the purpose of supporting informed choice.

The following information is data compiled from January 1, 2011 to December 31, 2011.

Please read the *Fact Sheet* and initial **each** section below.

I. Completion Rates (Includes data for the two calendar years prior to reporting)

Certificate Name: Computerized Office

Calendar Year	Number of Students Who Began The Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	2	2	2	100%
2011	6	6	6	100%

Certificate Name: Computerized Accounting

Calendar Year	Number of Students Who Began The Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	4	4	4	100%
2011	1	1	1	100%

Certificate Name: Computerized Accounting (Home Study)

Calendar Year	Number of Students Who Began The Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	0	0	0	n/a
2011	0	0	0	n/a

Certificate Name: Medical Billing

Calendar Year	Number of Students Who Began The Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	4	4	4	100%
2011	1	1	1	100%

Certificate Name: Medical Billing (Home Study)

Calendar Year	Number of Students Who Began The Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	0	0	0	n/a
2011	0	0	0	n/a

Certificate Name: Voice Activated Systems with WP

Calendar Year	Number of Students Who Began The Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	0	0	0	n/a
2011	0	0	0	n/a

Certificate Name: Voice Activated Systems (Home Study)

Calendar Year	Number of Students Who Began The Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	0	0	0	n/a
2011	0	0	0	n/a

¹ "Number of Students Who Began Program" is the number of students who began the program who are scheduled to complete the program within the reporting calendar year.

² "Students Available for Graduation" is the number of students who began program minus the number of "Students unavailable for graduation," which means those students who have died, been incarcerated, or called to active military duty.

³ "Graduates" is the number of students who completed the program within 100% of the published program length.

⁴ "Completion Rate" is the number of Graduates divided by the Number of Students Available for Graduation.

II. Placement Rates

_____ (a) Placement rate for year 2010

Name of Educational Program ¹	Graduates Available for Employment ²	Graduates Employed in the Field ³	Placement Rate % Employed in the Field ⁴	Less Than 32 Hours Per Week	At Least 32 Hours Per Week
Computerized Office	2	1	50%	0	1
Computerized Accounting	4	3	75%	0	3
Computerized Accounting (Home Study)	0	0	n/a	n/a	n/a
Medical Billing	4	2	50%	0	2
Medical Billing (Home Study)	0	0	n/a	n/a	n/a
Voice Activated Systems with WP	0	0	n/a	n/a	n/a
Voice Activated Systems (Home Study)	0	0	n/a	n/a	n/a

_____ (b) Placement rate for year 2011

Name of Educational Program ¹	Graduates Available for Employment ²	Graduates Employed in the Field ³	Placement Rate % Employed in the Field ⁴	Less Than 32 Hours Per Week	At Least 32 Hours Per Week
Computerized Office	6	2	33.3%	1	1
Computerized Accounting	1	1	100%	1	0
Computerized Accounting (Home Study)	0	0	0	n/a	n/a
Medical Billing	1	1	100%	0	1

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Name of Educational Program ¹	Graduates Available for Employment ²	Graduates Employed in the Field ³	Placement Rate % Employed in the Field ⁴	Less Than 32 Hours Per Week	At Least 32 Hours Per Week
Medical Billing (Home Study)	0	0	n/a	n/a	n/a
Voice Activated Systems with WP	0	0	n/a	n/a	n/a
Voice Activated Systems (Home Study)	0	0	n/a	n/a	n/a

¹“**Educational program**” means a planned sequence composed of a single course or module, or set of related courses or modules, that provides the education, training, skills, and experience leading to the award of a recognized educational credential such as a degree or diploma.

²“**Graduates Available for Employment**” is number of graduates minus the number of graduates unavailable for employment. “Graduates unavailable for employment” means 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.

³“**Graduates Employed in the Field**” are Graduates who report that they are gainfully employed within six months of graduation in a position for which the skills obtained through the education and training provided by the institution are required or provided a significant advantage to the graduate in obtaining the position.

⁴“**Placement Rate**” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

_____ III. Wage and Salary Chart (Includes data for the two calendar years prior to reporting)

Salary and wage information, consisting of the total number of graduates employed in the field and the annual wages or salaries of those graduates stated in increments of five thousand dollars (\$5,000).

Educational Program ¹	\$15,000 - \$20,000	\$20,001 - \$25,000	\$25,001 - \$30,000	\$30,001 - \$35,000	Students not Reporting Salary
Computerized Accounting	1	0	0	0	0
Computerized Accounting (Home Study)	0	0	0	0	n/a

Computerized Office	1	1	0	0	0
Medical Billing	1	0	0	0	0
Medical Billing (Home Study)	0	0	0	0	n/a

IV. EXAM PASS RATE CTS programs of study do NOT prepare a graduate for, or lead to, employment for which passage of a state licensing examination is required.

V. STATE OF CALIFORNIA WAGE DATA

The chart below reflects the wage data for the job or job titles provided by the Employment Development Department's Occupational Employment Statistics (<http://www.labormarketinfo.edd.ca.gov>). This salary information does NOT reflect the actual jobs obtained by CTS graduates upon graduation, but rather all jobs in the industry, whether entry level, mid-level or senior/upper level jobs typically held by more experienced practitioners.

EDD Data Occupation	2012 Projections - Hourly Wage Data			Student Initial and Date by Program of Interest
	Low (25th percentile)	Median (50th percentile)	High (75th percentile)	
Computer Operators	\$16.55	\$21.21	\$25.59	
Secretaries and Administrative Assistants	\$19.34	\$24.25	\$30.91	
Information Processing Workers	\$14.12	\$16.37	\$19.46	
Office Clerks General	\$11.48	\$15.10	\$18.87	
Information and Records Clerks	\$15.71	\$19.84	\$23.68	
Bookkeeping, Accounting, Auditing Clerk	\$15.53	\$19.24	\$23.60	
Desktop Publishing	\$15.91	\$20.53	\$26.19	
Medical Assistants	\$12.23	\$15.19	\$18.41	
Medical Secretaries	\$13.16	\$16.58	\$20.86	
Medical Records & Health Information Technicians	\$ 14.47	\$18.23	\$23.10	

We recommend that you conduct your own due diligence in the local job markets in which you anticipate applying to determine the salaries and opportunities available to graduates on entry into the field and as they advance in their careers.

_____ VI. EMPLOYMENT DISCLAIMER

The graduate placement rates may include entry level jobs that pay entry level wages. CTS graduates who obtain employment after graduation may start in entry level positions and should expect to earn salaries at the lower end of the hourly and/or salary range.

Employment, career advancement, income, and the success or satisfaction of an individual student are not guaranteed and depend upon the local and national economy at the time, the graduate’s abilities, efforts and prior experience, and a variety of other factors.

CTS cannot predict the position a graduate might eventually attain or the income a graduate might eventually earn. CTS provides career services including job referrals, but CTS does NOT promise or guarantee employment to any student or graduate.

_____ VII. OTHER

This fact sheet is filed with the Bureau of Private Postsecondary Education. Regardless of any information you may have relating to completion rates, starting salaries, or license exam pass 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 of Private Postsecondary Education at P.O. Box 980818, Sacramento, CA 95798-0818. www.bppe.ca.gov. Phone (916) 574-7774.

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

Print Student Name (PLEASE PRINT CLEARLY)	Student Signature	Date
Print Representative Name	School Representative Signature	Date