

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Accelerated Business Essentials – 625 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	1	1	1	100.00%
2011	0	0	0	n/a

Students Completing After Published Program Length – 150% Completion Rate

Accelerated Business Essentials – 625 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	1	1	0	0.00%
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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Accelerated Business Essentials – 625 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	1	1	1	1	100.00%	Unknown	Unknown
2011	0	0	0	0	n/a	n/a	n/a

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Accelerated Business Essentials – 625 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Accelerated Business Essentials – 625 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

Salary and Wage Information

Accelerated Business Essentials – 625 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$15,000 to \$20,000	\$20,001 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	Students Not Reporting Salary
2010	1	1	0	0	1	0	0
2011	0	0	0	0	0	0	0

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



3035 Cleveland Avenue
 Santa Rosa, CA 95403
 Phone 707.546.4000
 Fax 707.546.4058
<http://www.empcol.edu>

EDD Salary and Wage Information

The following wage and salary data for the Accelerated Business Essentials program offered at Empire College, Santa Rosa, California, was obtained from the Employment Development Department's Occupational Employment Statistics (www.labormarketinfo.edd.ca.gov):

	County of Sonoma					
	As of 1st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25th percentile)	Median (50th percentile)	High (75th percentile)	Low (25th percentile)	Median (50th percentile)	High (75th percentile)
Executive Secretaries	\$19.88	\$23.24	\$28.71	\$41,350	\$48,339	\$59,717
Secretaries, Except Legal, Medical and Executive	\$14.51	\$18.08	\$21.59	\$30,181	\$37,606	\$44,907
Computer Operators	\$18.06	\$20.99	\$23.20	\$37,565	\$43,659	\$48,256
Word Processors and Typists	\$16.70	\$20.03	\$22.09	\$34,736	\$41,662	\$45,947
Human Resources Assistants	\$16.51	\$20.86	\$25.13	\$34,341	\$43,389	\$52,270
Office Clerks, General	\$11.97	\$14.93	\$18.25	\$24,898	\$31,054	\$37,960
Office and Administrative Support Workers, All Other	\$10.48	\$14.50	\$20.04	\$21,798	\$30,160	\$41,683
Information and Record Clerks, All Other	\$15.40	\$19.16	\$22.43	\$32,032	\$39,853	\$46,654
Customer Service Representatives	\$15.41	\$18.17	\$22.34	\$32,053	\$37,794	\$46,467
Data Entry Keyers	\$12.72	\$15.00	\$19.65	\$26,458	\$31,200	\$40,872
The following job titles are not listed on the EDD website: N/A	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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If you have any questions about how the data reflected on the above charts was gathered or if you want a list of employment positions determined to be within the field for any specific program for which statistics are reported above, please speak with an Admissions Officer.

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: P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, P: 888.370.7589 or 916.431.6959, F: 916.263.1897.

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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Accounting Essentials – 1000 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	8	8	4	50.00%
2011	3	3	0	0.00%

Students Completing After Published Program Length – 150% Completion Rate

Accounting Essentials – 1000 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	8	8	2	25.00%
2011	3	3	1	33.33%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Accounting Essentials – 1000 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	8	4	3	3	100.0%	Unknown	Unknown
2011	3	0	0	0	n/a	n/a	n/a

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Accounting Essentials – 1000 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

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³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Accounting Essentials – 1000 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
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Initials: _____ Date: _____ I have read and understand the above license examination rates.

Salary and Wage Information

Accounting Essentials – 1000 Hours

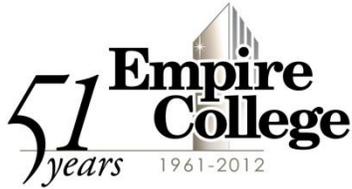
Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	3	3	0	0	1	0	2
2011	0	0	0	0	0	0	0

¹ “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 into 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.

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⁵ Salary is as reported by the student. Not all graduates reported salary.

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	County of Sonoma As of 1 st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)
Bookkeeping, Accounting and Auditing Clerks	\$16.56	\$20.55	\$24.88	\$34,435	\$42,759	\$51,759
Bill and Account Collectors	\$16.58	\$19.56	\$22.59	\$34,487	\$40,683	\$46,979
Payroll and Timekeeping Clerks	\$18.45	\$21.76	\$25.56	\$38,376	\$45,261	\$53,165
Data Entry Keyers	\$12.72	\$15.00	\$19.65	\$26,458	\$31,200	\$40,872
The following job titles are not listed on the EDD website: N/A	Information Not Available					

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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Accounting with Computer Applications – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	23	23	13	56.52%
2011	8	8	4	50.00%

Students Completing After Published Program Length – 150% Completion Rate

Accounting with Computer Applications – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	23	23	7	30.43%
2011	8	8	3	37.50%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Accounting with Computer Applications – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	23	13	13	4	30.77%	Unknown	Unknown
2011	8	4	4	2	50.00%	0	2

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Accounting with Computer Applications – 1250 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

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Based on students completing the program within 150% of the published program length in the report year:

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Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
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Salary and Wage Information

Accounting with Computer Applications – 1250 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	13	4	1	1	0	0	2
2011	4	2	0	0	1	1	0

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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Administrative Assistant – 1000 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	11	11	6	54.55%
2011	4	4	1	25.00%

Students Completing After Published Program Length – 150% Completion Rate

Administrative Assistant – 1000 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	11	11	1	9.09%
2011	4	4	3	75.00%

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.

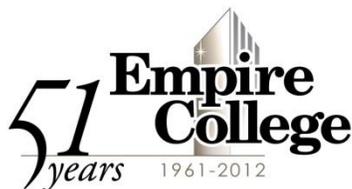
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Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Administrative Assistant – 1000 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	11	6	6	4	66.67%	Unknown	Unknown
2011	4	1	1	1	100.00%	0	1

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Administrative Assistant – 1000 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Administrative Assistant – 1000 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.



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 Santa Rosa, CA 95403
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Salary and Wage Information

Administrative Assistant – 1000 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	6	4	0	0	1	0	3
2011	1	1	0	0	0	0	1

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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EDD Salary and Wage Information

The following wage and salary data for the Administrative Assistant program offered at Empire College, Santa Rosa, California, was obtained from the Employment Development Department's Occupational Employment Statistics (www.labormarketinfo.edd.ca.gov):

	County of Sonoma As of 1 st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)
Executive Secretaries	\$19.88	\$23.24	\$28.71	\$41,350	\$48,339	\$59,717
Secretaries, Except Legal, Medical and Executive	\$14.51	\$18.08	\$21.59	\$30,181	\$37,606	\$44,907
Computer Operators	\$18.06	\$20.99	\$23.20	\$37,565	\$43,659	\$48,256
Word Processors and Typists	\$16.70	\$20.03	\$22.09	\$34,736	\$41,662	\$45,947
Human Resources Assistants	\$16.51	\$20.86	\$25.13	\$34,341	\$43,389	\$52,270
Office Clerks, General	\$11.97	\$14.93	\$18.25	\$24,898	\$31,054	\$37,960
Office and Administrative Support Workers, All Other	\$10.48	\$14.50	\$20.04	\$21,798	\$30,160	\$41,683
Information and Record Clerks, All Other	\$15.40	\$19.16	\$22.43	\$32,032	\$39,853	\$46,654
Customer Service Representatives	\$15.41	\$18.17	\$22.34	\$32,053	\$37,794	\$46,467
Data Entry Keyers	\$12.72	\$15.00	\$19.65	\$26,458	\$31,200	\$40,872
The following job titles are not listed on the EDD website: N/A	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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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.

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: P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, P: 888.370.7589 or 916.431.6959, F: 916.263.1897.

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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Clinical Medical Assistant – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	99	99	32	32.32%
2011	62	62	22	35.48%

Students Completing After Published Program Length – 150% Completion Rate

Clinical Medical Assistant – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	99	99	40	40.40%
2011	62	62	33	53.23%

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.

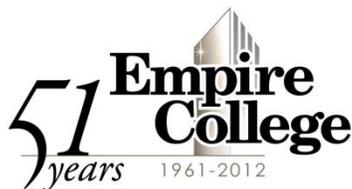
³ “Graduates” is the number of students who completed the program within 100% of the published program length.

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

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Clinical Medical Assistant – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	99	32	32	21	65.63%	Unknown	Unknown
2011	62	22	20	15	75.00%	3	12

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Clinical Medical Assistant – 1250 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Clinical Medical Assistant – 1250 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.



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Salary and Wage Information

Clinical Medical Assistant – 1250 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	32	21	2	5	4	0	10
2011	20	15	2	4	5	1	3

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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EDD Salary and Wage Information

The following wage and salary data for the Clinical Medical Assistant program offered at Empire College, Santa Rosa, California, was obtained from the Employment Development Department's Occupational Employment Statistics (www.labormarketinfo.edd.ca.gov):

	County of Sonoma As of 1 st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)
Medical Assistants	\$15.01	\$17.92	\$20.78	\$31,221	\$37,274	\$43,222
Personal and Home Care Aides	\$9.84	\$11.41	\$13.24	\$20,467	\$23,733	\$27,539
The following job titles are not listed on the EDD website: N/A	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Computer Support Specialist – 750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	20	20	13	65.00%
2011	12	12	10	83.33%

Students Completing After Published Program Length – 150% Completion Rate

Computer Support Specialist – 750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	20	20	2	10.00%
2011	12	12	2	16.67%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Computer Support Specialist – 750 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	20	13	11	7	63.64%	Unknown	Unknown
2011	12	12	10	3	30.00%	0	3

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Computer Support Specialist – 750 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Computer Support Specialist – 750 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.



3035 Cleveland Avenue
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Salary and Wage Information

Computer Support Specialist – 750 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	11	7	0	0	0	0	7
2011	10	3	0	0	0	2	1

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.

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EDD Salary and Wage Information

The following wage and salary data for the Computer Support Specialist program offered at Empire College, Santa Rosa, California, was obtained from the Employment Development Department's Occupational Employment Statistics (www.labormarketinfo.edd.ca.gov):

	County of Sonoma					
	As of 1st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25th percentile)	Median (50th percentile)	High (75th percentile)	Low (25th percentile)	Median (50th percentile)	High (75th percentile)
Network and Computer Systems Administrators	\$27.58	\$33.99	\$42.09	\$57,366	\$70,699	\$87,547
Telecommunications Equipment Installers and Repairers, Except Line Installers	\$20.69	\$29.19	\$33.75	\$43,035	\$60,715	\$70,200
Customer Service Representatives	\$15.41	\$18.17	\$22.34	\$32,053	\$37,794	\$46,467
The following job titles are not listed on the EDD website: Computer Repairer Computer Support Specialist IT Help Desk/Technical Support Representative	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Computerized Business Skills – 750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	18	18	9	50.00%
2011	14	14	4	28.57%

Students Completing After Published Program Length – 150% Completion Rate

Computerized Business Skills – 750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	18	18	1	5.56%
2011	14	14	4	28.57%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.

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

Computerized Business Skills – 750 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	18	9	9	6	66.67%	Unknown	Unknown
2011	14	4	4	2	50.00%	0	2

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Computerized Business Skills – 750 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Computerized Business Skills – 750 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

Salary and Wage Information

Computerized Business Skills – 750 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	9	6	1	0	1	0	4
2011	4	2	0	2	0	0	0

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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EDD Salary and Wage Information

The following wage and salary data for the Computerized Business Skills program offered at Empire College, Santa Rosa, California, was obtained from the Employment Development Department's Occupational Employment Statistics (www.labormarketinfo.edd.ca.gov):

	County of Sonoma					
	As of 1st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25th percentile)	Median (50th percentile)	High (75th percentile)	Low (25th percentile)	Median (50th percentile)	High (75th percentile)
Executive Secretaries	\$19.88	\$23.24	\$28.71	\$41,350	\$48,339	\$59,717
Secretaries, Except Legal, Medical and Executive	\$14.51	\$18.08	\$21.59	\$30,181	\$37,606	\$44,907
Computer Operators	\$18.06	\$20.99	\$23.20	\$37,565	\$43,659	\$48,256
Word Processors and Typists	\$16.70	\$20.03	\$22.09	\$34,736	\$41,662	\$45,947
Human Resources Assistants	\$16.51	\$20.86	\$25.13	\$34,341	\$43,389	\$52,270
Office Clerks, General	\$11.97	\$14.93	\$18.25	\$24,898	\$31,054	\$37,960
Office and Administrative Support Workers, All Other	\$10.48	\$14.50	\$20.04	\$21,798	\$30,160	\$41,683
Information and Record Clerks, All Other	\$15.40	\$19.16	\$22.43	\$32,032	\$39,853	\$46,654
Customer Service Representatives	\$15.41	\$18.17	\$22.34	\$32,053	\$37,794	\$46,467
Data Entry Keyers	\$12.72	\$15.00	\$19.65	\$26,458	\$31,200	\$40,872
The following job titles are not listed on the EDD website: N/A	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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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.

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: P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, P: 888.370.7589 or 916.431.6959, F: 916.263.1897.

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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Executive Office Administration – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	5	5	1	20.00%
2011	5	5	1	20.00%

Students Completing After Published Program Length – 150% Completion Rate

Executive Office Administration – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	5	5	4	80.00%
2011	5	5	3	60.00%

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.

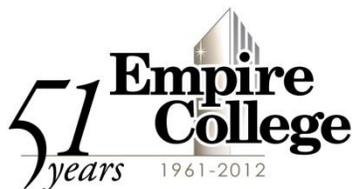
³ “Graduates” is the number of students who completed the program within 100% of the published program length.

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

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Executive Office Administration – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	5	1	1	1	100.00%	Unknown	Unknown
2011	5	1	1	0	0.00%	0	0

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Executive Office Administration – 1250 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Executive Office Administration – 1250 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.



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Salary and Wage Information

Executive Office Administration – 1250 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	1	1	0	0	0	0	1
2011	1	0	0	0	0	0	0

¹ “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 into 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.

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EDD Salary and Wage Information

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	County of Sonoma					
	As of 1st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25th percentile)	Median (50th percentile)	High (75th percentile)	Low (25th percentile)	Median (50th percentile)	High (75th percentile)
Executive Secretaries	\$19.88	\$23.24	\$28.71	\$41,350	\$48,339	\$59,717
Secretaries, Except Legal, Medical and Executive	\$14.51	\$18.08	\$21.59	\$30,181	\$37,606	\$44,907
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Data Entry Keyers	\$12.72	\$15.00	\$19.65	\$26,458	\$31,200	\$40,872
The following job titles are not listed on the EDD website: N/A	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Legal Office Administration – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	2	2	1	50.00%
2011	5	5	2	40.00%

Students Completing After Published Program Length – 150% Completion Rate

Legal Office Administration – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	2	2	0	0.00%
2011	5	5	3	60.00%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Legal Office Administration – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	2	1	1	0	0.00%	n/a	n/a
2011	5	2	2	1	50.00%	1	0

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Legal Office Administration – 1250 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Legal Office Administration – 1250 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.



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Salary and Wage Information

Legal Office Administration – 1250 Hours

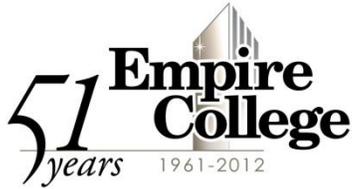
Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	1	0	0	0	0	0	0
2011	2	1	1	0	0	0	0

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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EDD Salary and Wage Information

The following wage and salary data for the Legal Office Administration program offered at Empire College, Santa Rosa, California, was obtained from the Employment Development Department's Occupational Employment Statistics (www.labormarketinfo.edd.ca.gov):

	County of Sonoma As of 1 st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)
Paralegals and Legal Assistants	\$19.86	\$25.05	\$27.87	\$41,309	\$52,104	\$57,970
Legal Secretaries	\$19.55	\$22.70	\$26.58	\$40,664	\$47,216	\$55,286
The following job titles are not listed on the EDD website: N/A	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Legal Secretary – 1000 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	9	9	3	33.33%
2011	2	2	0	0.00%

Students Completing After Published Program Length – 150% Completion Rate

Legal Secretary – 1000 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	9	9	4	44.44%
2011	2	2	2	100.00%

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.

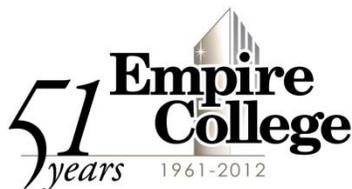
³ “Graduates” is the number of students who completed the program within 100% of the published program length.

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

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Legal Secretary – 1000 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	9	3	2	1	50.00%	n/a	n/a
2011	2	0	0	0	n/a	n/a	n/a

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

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⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Legal Secretary – 1000 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

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Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Legal Secretary – 1000 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
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Salary and Wage Information

Legal Secretary – 1000 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	3	1	0	1	0	0	0
2010	0	0	0	0	0	0	0

¹ “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 into 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.

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	As of 1 st Quarter 2012					
	Hourly			Salary		
	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)
Legal Secretaries	\$19.55	\$22.70	\$26.58	\$40,664	\$47,216	\$55,286
The following job titles are not listed on the EDD website: N/A	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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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: P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, P: 888.370.7589 or 916.431.6959, F: 916.263.1897.

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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Medical Administrative Assistant – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	12	12	4	33.33%
2011	16	16	7	43.75

Students Completing After Published Program Length – 150% Completion Rate

Medical Administrative Assistant – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	12	12	5	41.67%
2011	16	16	6	37.50%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Medical Administrative Assistant – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	12	4	4	0	0.00%	n/a	n/a
2011	16	7	7	2	28.57%	0	2

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Medical Administrative Assistant – 1250 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Medical Administrative Assistant – 1250 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.



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 Santa Rosa, CA 95403
 Phone 707.546.4000
 Fax 707.546.4058
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Salary and Wage Information

Medical Administrative Assistant – 1250 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	4	0	0	0	0	0	0
2011	7	2	1	1	0	0	0

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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EDD Salary and Wage Information

The following wage and salary data for the Medical Administrative Assistant program offered at Empire College, Santa Rosa, California, was obtained from the Employment Development Department's Occupational Employment Statistics (www.labormarketinfo.edd.ca.gov):

	County of Sonoma					
	As of 1st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25th percentile)	Median (50th percentile)	High (75th percentile)	Low (25th percentile)	Median (50th percentile)	High (75th percentile)
Medical Assistants	\$15.01	\$17.92	\$20.78	\$31,221	\$37,274	\$43,222
Medical Secretaries	\$15.25	\$19.82	\$22.70	\$31,720	\$41,226	\$47,216
Personal and Home Care Aides	\$9.84	\$11.41	\$13.24	\$20,467	\$23,733	\$27,539
Health Information Technicians	\$14.43	\$17.06	\$20.32	\$30,014	\$35,485	\$42,266
The following job titles are not listed on the EDD website: N/A	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Medical Billing & Coding Technician – 925 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	10	10	4	40.00%
2011	4	4	3	75.00%

Students Completing After Published Program Length – 150% Completion Rate

Medical Billing & Coding Technician – 925 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	10	10	3	30.00%
2011	4	4	1	25.00%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Medical Billing & Coding Technician – 925 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	10	4	4	2	50.00%	Unknown	Unknown
2011	4	3	3	1	33.33%	0	1

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Medical Billing & Coding Technician – 925 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Medical Billing & Coding Technician – 925 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.



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Salary and Wage Information

Medical Billing & Coding Technician – 925 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	4	2	1	0	0	0	1
2011	3	1	0	0	1	0	0

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.

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EDD Salary and Wage Information

The following wage and salary data for the Medical Billing & Coding Technician program offered at Empire College, Santa Rosa, California, was obtained from the Employment Development Department's Occupational Employment Statistics (www.labormarketinfo.edd.ca.gov):

	County of Sonoma					
	As of 1st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25th percentile)	Median (50th percentile)	High (75th percentile)	Low (25th percentile)	Median (50th percentile)	High (75th percentile)
Medical Secretaries	\$15.25	\$19.82	\$22.70	\$31,720	\$41,226	\$47,216
Medical Assistants	\$15.01	\$17.92	\$20.78	\$31,221	\$37,274	\$43,222
Health Information Technicians	\$14.43	\$17.06	\$20.32	\$30,014	\$35,485	\$42,266
The following job titles are not listed on the EDD website: N/A	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Medical Transcriptionist – 1000 Hours (NOTE: The Medical Transcriptionist program was discontinued effective 6/30/11)

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	0	0	0	n/a
2011	1	1	1	100.00%

Students Completing After Published Program Length – 150% Completion Rate

Medical Transcriptionist – 1000 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	0	0	0	n/a
2011	1	1	0	0.00%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.

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

Medical Transcriptionist – 1000 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	0	0	0	0	n/a	n/a	n/a
2011	1	1	1	0	0.00%	0	0

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Medical Transcriptionist – 1000 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Medical Transcriptionist – 1000 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

Salary and Wage Information

Medical Transcriptionist – 1000 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	0	0	0	0	0	0	0
2011	1	0	0	0	0	0	0

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.



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EDD Salary and Wage Information

The following wage and salary data for the Medical Transcriptionist program offered at Empire College, Santa Rosa, California, was obtained from the Employment Development Department's Occupational Employment Statistics (www.labormarketinfo.edd.ca.gov):

	County of Sonoma As of 1 st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)
Medical Transcriptionists	\$14.09	\$17.14	\$20.63	\$29,307	\$35,651	\$42,910
The following job titles are not listed on the EDD website: N/A	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Network Administrator – 1000 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	6	6	3	50.00%
2011	4	4	4	100.00%

Students Completing After Published Program Length – 150% Completion Rate

Network Administrator – 1000 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	6	6	0	0.00%
2011	4	4	0	0.00%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Network Administrator – 1000 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	6	3	3	2	66.67%	Unknown	Unknown
2011	4	4	3	1	33.33%	0	1

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Network Administrator – 1000 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Network Administrator – 1000 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.



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Salary and Wage Information

Network Administrator – 1000 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	3	2	0	0	0	0	2
2011	3	1	0	0	0	1	0

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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EDD Salary and Wage Information

The following wage and salary data for the Network Administrator program offered at Empire College, Santa Rosa, California, was obtained from the Employment Development Department's Occupational Employment Statistics (www.labormarketinfo.edd.ca.gov):

	County of Sonoma As of 1 st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)
Network and Computer Systems Administrators	\$27.58	\$33.99	\$42.09	\$57,366	\$70,699	\$87,547
Telecommunications Equipment Installers and Repairers, Except Line Installers	\$20.69	\$29.19	\$33.75	\$43,035	\$60,715	\$70,200
Customer Service Representatives	\$15.41	\$18.17	\$22.34	\$32,053	\$37,794	\$46,467
The following job titles are not listed on the EDD website: Computer Repairer Computer Support Specialist IT Help Desk/Technical Support Representative	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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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.

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: P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, P: 888.370.7589 or 916.431.6959, F: 916.263.1897.

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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Network Specialist – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	0	0	0	n/a
2011	9	9	7	77.78%

Students Completing After Published Program Length – 150% Completion Rate

Network Specialist – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	0	0	0	n/a
2011	9	9	1	11.11%

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.

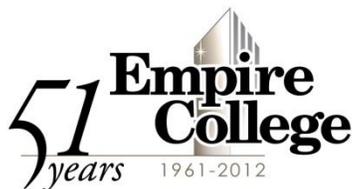
³ “Graduates” is the number of students who completed the program within 100% of the published program length.

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

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Network Specialist – 1250 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	0	0	0	0	n/a	n/a	n/a
2011	9	7	7	6	85.71%	0	6

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Network Specialist – 1250 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Network Specialist – 1250 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.



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 Santa Rosa, CA 95403
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Salary and Wage Information

Network Specialist – 1250 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	0	0	0	0	0	0	0
2011	7	6	0	0	1	5	0

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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EDD Salary and Wage Information

The following wage and salary data for the Network Specialist program offered at Empire College, Santa Rosa, California, was obtained from the Employment Development Department's Occupational Employment Statistics (www.labormarketinfo.edd.ca.gov):

	County of Sonoma As of 1 st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)
Network and Computer Systems Administrators	\$27.58	\$33.99	\$42.09	\$57,366	\$70,699	\$87,547
Telecommunications Equipment Installers and Repairers, Except Line Installers	\$20.69	\$29.19	\$33.75	\$43,035	\$60,715	\$70,200
Customer Service Representatives	\$15.41	\$18.17	\$22.34	\$32,053	\$37,794	\$46,467
The following job titles are not listed on the EDD website: Computer Repairer Computer Support Specialists IT Help Desk/Technical Support Representative	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Phlebotomy Technician – 100 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	32	32	31	96.88%
2011	51	51	46	90.20%

Students Completing After Published Program Length – 150% Completion Rate

Phlebotomy Technician – 100 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	32	32	1	3.13%
2011	51	51	3	5.88%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Phlebotomy Technician – 100 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	32	31	31	7	22.58%	Unknown	Unknown
2011	51	46	46	10	21.74%	Unknown	Unknown

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Phlebotomy Technician – 100 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
n/a	n/a			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Phlebotomy Technician – 100 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010	31	28	3	90.32%
2011	47	39	8	82.98%

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.



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Salary and Wage Information

Phlebotomy Technician – 100 Hours

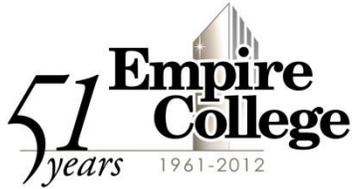
Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	31	7	0	0	3	0	4
2011	46	10	0	0	1	5	4

¹ “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 into 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.

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⁵ Salary is as reported by the student. Not all graduates reported salary.

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EDD Salary and Wage Information

The following wage and salary data for the Phlebotomy Technician program offered at Empire College, Santa Rosa, California, was obtained from the Employment Development Department's Occupational Employment Statistics (www.labormarketinfo.edd.ca.gov):

	County of Sonoma As of 1 st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)	Low (25 th percentile)	Median (50 th percentile)	High (75 th percentile)
Medical and Clinical Laboratory Technicians	\$17.96	\$22.97	\$27.29	\$37,360	\$47,771	\$56,764
The following job titles are not listed on the EDD website: N/A	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Specialized Associate Degree–Accounting – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	17	17	8	47.06%
2011	16	16	9	56.25%

Students Completing After Published Program Length – 150% Completion Rate

Specialized Associate Degree–Accounting – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	17	17	4	23.53%
2011	16	16	7	43.75%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Specialized Associate Degree—Accounting – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	17	8	8	7	87.50%	Unknown	Unknown
2011	16	9	9	8	88.89%	0	8

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Specialized Associate Degree–Accounting – 1750 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Specialized Associate Degree–Accounting – 1750 Hours

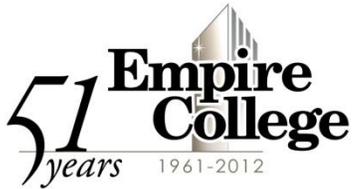
Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

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Salary and Wage Information

Specialized Associate Degree—Accounting – 1750 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	8	7	2	0	0	0	5
2011	9	8	1	2	1	2	2

¹ “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 into 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.

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	County of Sonoma					
	As of 1st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25th percentile)	Median (50th percentile)	High (75th percentile)	Low (25th percentile)	Median (50th percentile)	High (75th percentile)
Bookkeeping, Accounting and Auditing Clerks	\$16.56	\$20.55	\$24.88	\$34,435	\$42,759	\$51,759
Bill and Account Collectors	\$16.58	\$19.56	\$22.59	\$34,487	\$40,683	\$46,979
Payroll and Timekeeping Clerks	\$18.45	\$21.76	\$25.56	\$38,376	\$45,261	\$53,165
Data Entry Keyers	\$12.72	\$15.00	\$19.65	\$26,458	\$31,200	\$40,872
The following job titles are not listed on the EDD website: N/A	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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If you have any questions about how the data reflected on the above charts was gathered or if you want a list of employment positions determined to be within the field for any specific program for which statistics are reported above, please speak with an Admissions Officer.

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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Specialized Associate Degree–Information Technology – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	30	30	19	63.33%
2011	29	29	19	65.52%

Students Completing After Published Program Length – 150% Completion Rate

Specialized Associate Degree–Information Technology – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	30	30	3	10.00%
2011	29	29	7	24.14%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Specialized Associate Degree–Information Technology – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	30	19	17	14	82.35%	Unknown	Unknown
2011	29	19	18	12	66.67%	3	9

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Specialized Associate Degree–Information Technology – 1750 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Specialized Associate Degree–Information Technology – 1750 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.



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 Santa Rosa, CA 95403
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Salary and Wage Information

Specialized Associate Degree—Information Technology – 1750 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	17	14	1	1	3	0	9
2011	18	12	1	2	2	4	3

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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EDD Salary and Wage Information

The following wage and salary data for the Specialized Associate Degree–Information Technology program offered at Empire College, Santa Rosa, California, was obtained from the Employment Development Department’s Occupational Employment Statistics (www.labormarketinfo.edd.ca.gov):

	County of Sonoma					
	As of 1st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25th percentile)	Median (50th percentile)	High (75th percentile)	Low (25th percentile)	Median (50th percentile)	High (75th percentile)
Network and Computer Systems Administrators	\$27.58	\$33.99	\$42.09	\$57,366	\$70,699	\$87,547
Telecommunications Equipment Installers and Repairers, Except Line Installers	\$20.69	\$29.19	\$33.75	\$43,035	\$60,715	\$70,200
Customer Service Representatives	\$15.41	\$18.17	\$22.34	\$32,053	\$37,794	\$46,467
The following job titles are not listed on the EDD website: Computer Repairer Computer Support Specialists IT Help Desk/Technical Support Representative	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Specialized Associate Degree—Medical Assistant – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	36	36	12	33.33%
2011	39	39	15	38.46%

Students Completing After Published Program Length – 150% Completion Rate

Specialized Associate Degree—Medical Assistant – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	36	36	15	41.67%
2011	39	39	20	51.28%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Specialized Associate Degree—Medical Assistant – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	36	12	12	4	33.33%	Unknown	Unknown
2011	39	15	14	10	71.43%	1	9

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Specialized Associate Degree–Medical Assistant – 1750 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Specialized Associate Degree–Medical Assistant – 1750 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.



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Salary and Wage Information

Specialized Associate Degree—Medical Assistant – 1750 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	12	4	1	0	1	0	2
2011	14	10	1	4	2	0	3

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.

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	County of Sonoma					
	As of 1st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25th percentile)	Median (50th percentile)	High (75th percentile)	Low (25th percentile)	Median (50th percentile)	High (75th percentile)
Medical Assistants	\$15.01	\$17.92	\$20.78	\$31,221	\$37,274	\$43,222
Personal and Home Care Aides	\$9.84	\$11.41	\$13.24	\$20,467	\$23,733	\$27,539
Health Information Technicians	\$14.43	\$17.06	\$20.32	\$30,014	\$35,485	\$42,266
Medical Secretaries	\$15.25	\$19.82	\$22.70	\$31,720	\$41,226	\$47,216
Medical and Clinical Laboratory Technicians	\$17.96	\$22.97	\$27.29	\$37,360	\$47,771	\$56,764
The following job titles are not listed on the EDD website: N/A	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Specialized Associate Degree – Office Administration – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	14	14	4	28.57%
2011	8	8	4	50.00%

Students Completing After Published Program Length – 150% Completion Rate

Specialized Associate Degree – Office Administration – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	14	14	5	35.71%
2011	8	8	3	37.50%

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.

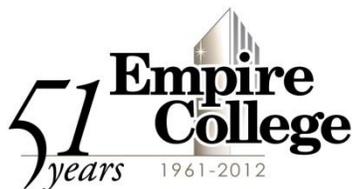
³ “Graduates” is the number of students who completed the program within 100% of the published program length.

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

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Specialized Associate Degree –Office Administration – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	14	4	4	3	75.00%	Unknown	Unknown
2011	8	8	4	3	75.00%	0	3

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Specialized Associate Degree – Office Administration – 1750 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Specialized Associate Degree – Office Administration – 1750 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.



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Salary and Wage Information

Specialized Associate Degree – Office Administration – 1750 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	4	3	1	0	0	0	2
2011	4	3	1	1	0	1	0

¹ “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 into 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.

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	County of Sonoma					
	As of 1st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25th percentile)	Median (50th percentile)	High (75th percentile)	Low (25th percentile)	Median (50th percentile)	High (75th percentile)
Executive Secretaries	\$19.88	\$23.24	\$28.71	\$41,350	\$48,339	\$59,717
Secretaries, Except Legal, Medical and Executive	\$14.51	\$18.08	\$21.59	\$30,181	\$37,606	\$44,907
Computer Operators	\$18.06	\$20.99	\$23.20	\$37,565	\$43,659	\$48,256
Word Processors and Typists	\$16.70	\$20.03	\$22.09	\$34,736	\$41,662	\$45,947
Human Resources Assistants	\$16.51	\$20.86	\$25.13	\$34,341	\$43,389	\$52,270
Office Clerks, General	\$11.97	\$14.93	\$18.25	\$24,898	\$31,054	\$37,960
Office and Administrative Support Workers, All Other	\$10.48	\$14.50	\$20.04	\$21,798	\$30,160	\$41,683
Information and Record Clerks, All Other	\$15.40	\$19.16	\$22.43	\$32,032	\$39,853	\$46,654
Customer Service Representatives	\$15.41	\$18.17	\$22.34	\$32,053	\$37,794	\$46,467
Data Entry Keyers	\$12.72	\$15.00	\$19.65	\$26,458	\$31,200	\$40,872
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I have read and understand this School Performance Fact Sheet. The School Performance Fact Sheet was reviewed and discussed with a school official prior to signing an enrollment agreement.

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Specialized Associate Degree–Paralegal – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	55	55	26	47.27%
2011	37	37	20	54.05%

Students Completing After Published Program Length – 150% Completion Rate

Specialized Associate Degree–Paralegal – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	55	55	15	27.27%
2011	37	37	13	35.14%

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.

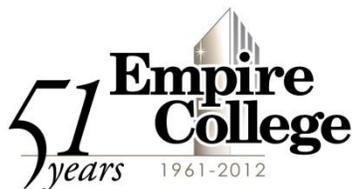
³ “Graduates” is the number of students who completed the program within 100% of the published program length.

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

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Specialized Associate Degree–Paralegal – 1750 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	55	26	25	18	72.00%	Unknown	Unknown
2011	37	20	20	11	55.00%	5	6

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Specialized Associate Degree–Paralegal – 1750 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Specialized Associate Degree–Paralegal – 1750 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

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³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

Salary and Wage Information

Specialized Associate Degree–Paralegal – 1750 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	25	18	1	2	4	0	11
2011	20	11	3	0	2	4	2

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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 Santa Rosa, CA 95403
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 Fax 707.546.4058
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EDD Salary and Wage Information

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	County of Sonoma					
	As of 1st Quarter 2012					
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25th percentile)	Median (50th percentile)	High (75th percentile)	Low (25th percentile)	Median (50th percentile)	High (75th percentile)
Paralegals and Legal Assistants	\$19.86	\$25.05	\$27.87	\$41,309	\$52,104	\$57,970
Legal Secretaries	\$19.55	\$22.70	\$26.58	\$40,664	\$47,216	\$55,286
The following job titles are not listed on the EDD website: N/A	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Tourism, Hospitality & Wine Industries – 750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	24	24	13	54.17%
2011	13	13	11	84.62%

Students Completing After Published Program Length – 150% Completion Rate

Tourism, Hospitality & Wine Industries – 750 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	24	24	4	16.67%
2011	13	13	0	0.00%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.

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

Tourism, Hospitality & Wine Industries – 750 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	24	13	13	5	38.46%	Unknown	Unknown
2011	13	11	10	8	80.00%	2	6

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

⁴ “Graduates Employed in the Field” means 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.

⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Tourism, Hospitality & Wine Industries – 750 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Tourism, Hospitality & Wine Industries – 750 Hours

Calendar Year	# Taking Exam ¹	# Who Passed First Exam Taken ²	# Who Failed Exam	Passage Rate ³
2010 – Not applicable	There are no licensure examinations for this program.			
2011 – Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

² “Number Who Passed First Exam Taken” is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³ “Passage Rate” is calculated by dividing the number of students who pass the exam the first time that they take it by the number of graduates who took the licensing exam for the first time after completion of the program.

Initials: _____ Date: _____ I have read and understand the above license examination rates.

Salary and Wage Information

Tourism, Hospitality & Wine Industries – 750 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	13	5	0	0	1	0	4
2011	10	8	4	0	0	0	4

¹ “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 into 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.

² “Graduates Employed in the Field” means 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.

⁵ Salary is as reported by the student. Not all graduates reported salary.

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 Santa Rosa, CA 95403
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County of Sonoma						
As of 1st Quarter 2012						
Potential Job Title as listed by the Employment Development Department	Hourly			Salary		
	Low (25th percentile)	Median (50th percentile)	High (75th percentile)	Low (25th percentile)	Median (50th percentile)	High (75th percentile)
Meeting and Convention Planners	\$17.34	\$21.45	\$30.18	\$36,067	\$44,616	\$62,774
Concierges	\$12.89	\$14.09	\$15.92	\$26,811	\$29,307	\$33,114
Tour Guides and Escorts	\$11.48	\$17.38	\$20.88	\$23,878	\$36,150	\$43,430
Reservation and Transportation Ticket Agents and Travel Clerks	\$8.99	\$10.86	\$16.07	\$18,699	\$22,589	\$33,426
Customer Service Representatives	\$15.41	\$18.17	\$22.34	\$32,053	\$37,794	\$46,467
The following job titles are not listed on the EDD website: Hotel, Motel, and Resort Desk Clerks Tasting Room Manager Tasting Room Host	Information Not Available					

Initials: _____ Date: _____ I have read and understand the above salary and wage information.



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

Student Name – Print

Student Signature

Date

School Official

Date

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2010 & 2011

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

Tourism, Hospitality & Wine Industries-Accelerated – 625 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2010	6	6	4	66.67%
2011	1	1	1	100.00%

Students Completing After Published Program Length – 150% Completion Rate

Tourism, Hospitality & Wine Industries-Accelerated – 625 Hours

Calendar Year	Number of Students Who Began Program ¹	Students Available for Graduation ²	150% Graduates ⁵	150% Completion Rate ⁶
2010	6	6	0	0.00%
2011	1	1	0	0.00%

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.

⁵ “150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶ “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Initials: _____ Date: _____ I have read and understand the above completion rates.



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

Tourism, Hospitality & Wine Industries-Accelerated – 625 Hours

Calendar Year	Number of Students Who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate Employed in Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2010	6	4	4	4	100.00%	Unknown	Unknown
2011	1	1	1	1	100.00%	1	0

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

² “Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³ “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 into 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.

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⁵ “Placement Rate” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Initials: _____ Date: _____ I have read and understand the above placement information.



Licensure Rates

License Examination Passage Rates (not continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Tourism, Hospitality & Wine Industries-Accelerated – 625 Hours

Exam Date ²	# Taking Exam ¹	# Who Passed Exam	# Who Failed Exam	Passage Rate ³
Not applicable	There are no licensure examinations for this program.			

¹ “Number of Students Taking Exam” is the number of students who completed the program within 150% of the published program length and for whom the reported exam is the first exam that was available after their completion of the program.

² “Exam Date” is the date for the first available exam after the students completed the program.

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Initials: _____ Date: _____ I have read and understand the above license examination rates.

License Examination Passage Rates (continually administered tests)

Based on students completing the program within 150% of the published program length in the report year:

Tourism, Hospitality & Wine Industries-Accelerated – 625 Hours

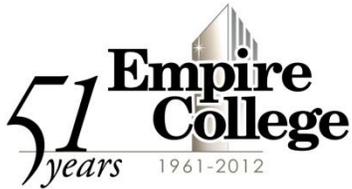
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Salary and Wage Information

Tourism, Hospitality & Wine Industries-Accelerated – 625 Hours

Calendar Year	Grads Available for Employment ¹	Grads Employed in Field ²	Annual Salary and Wages Reported by Graduates Employed in the Field ³				
			\$20,000 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 or more	Students Not Reporting Salary
2010	4	4	0	0	0	0	4
2011	1	1	0	0	1	0	0

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Student Signature

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