L.E.N. Business and Language Institute
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School Performance Fact Sheet
2014 & 2013 Calendar Years
Entry Level Clerical with Microcomputer Applications – 432 hours

On-Time Completion Rates

Calendar Year	Number of Students Who Began Program[1]	Students Available for Graduation[2]	Graduates[3]	Completion Rate[4]
2014	60	46	46	77
2013	55	45	45	82

Students Completing After Published Program Length (101-150% Completion Rate)

Calendar Year	Number of Students Who Began Program[1]	Students Available for Graduation[2]	150% Graduates[5]	150% Completion Rate[6]
2014	60	46	0	0
2013	55	45	0	0

Student's Initials: _____ Date: _____

Placement Rates

Calendar Year	Number of Students Who Began Program[1]	Number of Graduates[3]	Graduates Available for Employment[7]	Graduates Employed in the Field[8]	Placement Rate Employed in the Field[9]	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
2014	60	46	46	38	83	14	24
2013	55	45	45	33	73	11	22

Students are entitled to a list of the job classifications considered to be in the field of this educational program. To obtain this list, please ask an institutional representative or you can review the list of the institution's website at http://www.schoolofchoice.com/jobclassifications.

Student's Initials: _____ Date: _____

Examination Passage Rates (for licensure examinations not continuously administered)

Number of Students Taking Exam[10]	Exam Date[11]	Number Who Passed Exam	Number Who Failed Exam	Passage Rate[12]
0				
0				

License Examination Passage Rates (continually administered examinations)

Calendar Year	Number of Students Taking Exam[10]	Number Who Passed First Exam Taken[13]	Number Who Failed First Exam Taken	Passage Rate[12]
2014	0			
2013	0			

Student's Initials: _____ Date: _____

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

Calendar Year	Graduates Available for Employment[7]	Graduates Employed in Field[8]	Annual Salary and Wages Reported Graduates Employed in the Field[14]				
			$15,000 to $20,000	$20,001 to $25,000	$25,001 to $30,000	$30,001 to $35,000	Students not Reporting Salary
2014	46	38	2	21	8	4	3 over 35K
2013	45	33	0	24	5	4	0

Students are entitled to a list of the objective sources of information used to substantiate the salary disclosure. To obtain this list, pelase ask an institutional representative where to view this list.

Student's Initials: _____ Date: _____

Student Loan Information

The Cohort Default Rate (CDR) represents the percentage of this institution's students that failed to make required payments on their federal loans within three years of when they were required to begin repayment of that loan. The most recent three-year cohort default rate reported by the U.S. Department of Education for this institution is 0 %.

The percentage of the students who attended this institution in 2012, who received federal student loans to help pay their cost of education at the school was 0 % .

Student's Initials: _____ Date: _____

School Performance Fact Sheet
2014 & 2013 Calendar Years
General Office Basics with Microcomputer Applications – 632 hours

On-Time Completion Rates

Calendar Year	Number of Students Who Began Program[1]	Students Available for Graduation[2]	Graduates[3]	Completion Rate[4]
2014	7	6	6	86
2013	18	14	14	78

Students Completing After Published Program Length (101-150% Completion Rate)

Calendar Year	Number of Students Who Began Program[1]	Students Available for Graduation[2]	150% Graduates[5]	150% Completion Rate[6]
2014	7	6	0	0
2013	18	14	0	0

Student's Initials: _____ Date: _____

Placement Rates

Calendar Year	Number of Students Who Began Program[1]	Number of Graduates[3]	Graduates Available for Employment[7]	Graduates Employed in the Field[8]	Placement Rate Employed in the Field[9]	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
2014	7	6	6	5	84	3	2
2013	18	14	14	14	100	2	12

Students are entitled to a list of the job classifications considered to be in the field of this educational program. To obtain this list, please ask an institutional representative or you can review the list of the institution's website at http://www.schoolofchoice.com/jobclassifications.

Student's Initials: _____ Date: _____

Examination Passage Rates (for licensure examinations not continuously administered)

Number of	Exam Date[11]	Number Who Passed	Number Who	Passage Rate[12]

Students Taking Exam[10]		Exam	Failed Exam	
0				
0				

License Examination Passage Rates (continually administered examinations)

Calendar Year	Number of Students Taking Exam[10]	Number Who Passed First Exam Taken[13]	Number Who Failed First Exam Taken	Passage Rate[12]
2014	0			
2013	0			

Student's Initials: _____ Date: _____

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

Calendar Year	Graduates Available for Employment[7]	Graduates Employed in Field[8]	Annual Salary and Wages Reported Graduates Employed in the Field[14]				
			$15,000 to $20,000	$20,001 to $25,000	$25,001 to $30,000	$30,001 to $35,000	Students not Reporting Salary
2014	6	5		1	2	2	
2013	14	14	0	9	2	2	1 (over 35k)

Students are entitled to a list of the objective sources of information used to substantiate the salary disclosure. To obtain this list, pelase ask an institutional representative where to view this list.

Student's Initials: _____ Date: _____

School Performance Fact Sheet
2014 & 2013 Calendar Years
General Office with Microcomputer Applications – 736 hours

On-Time Completion Rates

Calendar Year	Number of Students Who Began Program[1]	Students Available for Graduation[2]	Graduates[3]	Completion Rate[4]
2014	0	0	0	0
2013	0	0	0	0

Students Completing After Published Program Length (101-150% Completion Rate)

Calendar Year	Number of Students Who Began Program[1]	Students Available for Graduation[2]	150% Graduates[5]	150% Completion Rate[6]
2014	0	0	0	0
2013	0	0	0	0

Student's Initials: _____ Date: _____

Placement Rates

Calendar Year	Number of Students Who Began Program[1]	Number of Graduates[3]	Graduates Available for Employment[7]	Graduates Employed in the Field[8]	Placement Rate Employed in the Field[9]	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
2014	0	0	0	0	0	0	0
2013	0	0	0	0	0	0	0

Students are entitled to a list of the job classifications considered to be in the field of this educational program. To obtain this list, please ask an institutional representative or you can review the list of the institution's website at http://www.schoolofchoice.com/jobclassifications.

Student's Initials: _____ Date: _____

Examination Passage Rates (for licensure examinations not continuously administered)

Number of	Exam Date[11]	Number Who Passed	Number Who	Passage Rate[12]

Students Taking Exam[10]		Exam	Failed Exam	
0				
0				

License Examination Passage Rates (continually administered examinations)

Calendar Year	Number of Students Taking Exam[10]	Number Who Passed First Exam Taken[13]	Number Who Failed First Exam Taken	Passage Rate[12]
2014	0			
2013	0			

Student's Initials: _____ Date: _____

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

Calendar Year	Graduates Available for Employment[7]	Graduates Employed in Field[8]	Annual Salary and Wages Reported Graduates Employed in the Field[14]				
			$15,000 to $20,000	$20,001 to $25,000	$25,001 to $30,000	$30,001 to $35,000	Students not Reporting Salary
2014	0	0	0	0	0	0	0
2013	0	0	0	0	0	0	0

Students are entitled to a list of the objective sources of information used to substantiate the salary disclosure. To obtain this list, pelase ask an institutional representative where to view this list.

Student's Initials: _____ Date: _____

School Performance Fact Sheet
2013 & 2012 Calendar Years
General Office with Extended Microcomputer Applications – 864 hours

On-Time Completion Rates

Calendar Year	Number of Students Who Began Program[1]	Students Available for Graduation[2]	Graduates[3]	Completion Rate[4]
2014	0	0	0	0
2013	0	0	0	0

Students Completing After Published Program Length (101-150% Completion Rate)

Calendar Year	Number of Students Who Began Program[1]	Students Available for Graduation[2]	150% Graduates[5]	150% Completion Rate[6]
2014	0	0	0	0
2013	0	0	0	0

Student's Initials: _____ Date: _____

Placement Rates

Calendar Year	Number of Students Who Began Program[1]	Number of Graduates[3]	Graduates Available for Employment[7]	Graduates Employed in the Field[8]	Placement Rate Employed in the Field[9]	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
2014	0	0	0	0	0	0	0
2013	0	0	0	0	0	0	0

Students are entitled to a list of the job classifications considered to be in the field of this educational program. To obtain this list, please ask an institutional representative or you can review the list of the institution's website at http://www.schoolofchoice.com/jobclassifications.

Student's Initials: _____ Date: _____

Examination Passage Rates (for licensure examinations not continuously administered)

Number of	Exam Date[11]	Number Who Passed	Number Who	Passage Rate[12]

Students Taking Exam[10]		Exam	Failed Exam	
0				
0				

License Examination Passage Rates (continually administered examinations)

Calendar Year	Number of Students Taking Exam[10]	Number Who Passed First Exam Taken[13]	Number Who Failed First Exam Taken	Passage Rate[12]
2014	0			
2013	0			

Student's Initials: _____ Date: _____

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

Calendar Year	Graduates Available for Employment[7]	Graduates Employed in Field[8]	Annual Salary and Wages Reported Graduates Employed in the Field[14]				
			$15,000 to $20,000	$20,001 to $25,000	$25,001 to $30,000	$30,001 to $35,000	Students not Reporting Salary
2014	0	0	0	0	0	0	0
2013	0	0	0	0	0	0	0

Students are entitled to a list of the objective sources of information used to substantiate the salary disclosure. To obtain this list, pelase ask an institutional representative where to view this list.

Student's Initials: _____ Date: _____

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

Definitions

[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]"Students available for graduation" is the number of students who began program minus the number of students who have died, been incarcerated, or been called to active military duty.

[3]"Graduates" is the number of students who completed the program within 100% of the 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 within 101-150% of the 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.

[7]"Graduates available for employment" means the number of graduates minus the number of graduates unavailable for employment. "Graduates unavailable for employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the

United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.

[8]"Graduates employed in the field" means graduates who are gainfully employed in a single position for which the institution represents the program prepares its graduates within six months after a student completes the applicable educational program. For occupations for which the state requires passing an examination, the period of employment must begin within six months of the announcement of the examination results for the first examination available after a student completes an applicable educational program.

[9]"Placement Rate Employed in the Field" is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

[10]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.

[11]Exam Date is the date for the first available exam after the students completed the program.

[12]Passage Rate is calculated by dividing the number of students who passed the exam by the number of graduates who took the reported licensing exam.

[13]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.

[14]Salary is as reported by the student. Not all graduates report salary. A list of the employers of the Graduates Employed in the Field can be obtained from L.E.N. Business and Language Institute.