Phone: (209)357-0062 Website: www.cvoc.org

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

PROGRAM: Welding and Industrial Maintenance (770 Hours)

On-Time Completion Rates (Graduation Rates)

(Includes data for two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Students Available For Graduation	Number of On-time Graduates	On-Time Completion Rate
2020	40	40	24	60%
2021	37	37	25	68%

Student's Initials:	Date:			
Initial only after v	ou have had sufficien	t time to read and	understand t	he information

Students Completing Within 150% of the Published Program Length

(Includes data for two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Students Available For Graduation	Number of 150% Graduates	150% Completion Rate
2020	40	40	27	67%
2021	37	37	30	81%

Student's Initials:	_ Date:
Initial only after you have	had sufficient time to read and understand the information

Phone: (209)357-0062 Website: www.cvoc.org

Job Placement Rates

(includes data for two calendar years prior to reporting)

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the field	Placement Rate % Employed in the field.
2020	40	24	23	18	78.26%
2021	37	25	25	18	72%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. Information may be requested from the institution by calling the administrative office (209)357-0062.

Gainfully Employed Categories

(includes data for two calendar years prior to reporting)

Part-Time vs. Full Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours per Week	Graduates Employed in the Field at Least 30 Hours per Week	Total Graduates Employed in the Field
2020	0	18	18
2021	0	18	18

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	18	0	18
2021	18	0	18

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	18
2021	0	18

Phone: (209)357-0062 Website: www.cvoc.org

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or Employer who Shares Ownership with the	Total Graduates Employed in the Field
2020	Institution ()	18
2021	1	18

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

License Examination Passage Rates

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2020	n/a	n/a	n/a	n/a	n/a
2021	n/a	n/a	n/a	n/a	n/a

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 25 graduates.

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

Phone: (209)357-0062 Website: www.cvoc.org

Salary and Wage Information

(includes data for two calendar years prior to reporting)

Annual Salary and Wages Reported Graduates Employed in the Field

Calendar	Graduates	Graduates	\$25,001	\$30,001	\$35,001	\$40,001	\$45,001	\$50,001	\$55,001	No Salary
Year	Available for	Employed	\$30,000	\$35,000	\$40,000	\$45,000	\$50,000	\$55,000	\$60,000	Information
	Employment	in the field					**************************************			Reported
2020	23	18	4	6	5	1	0	1	1	0
2021	25	18	1	8	7	1	0	1	0	0

A list of sources used to substantiate salary disclosures is available from the school. Information reported on this School Performance Fact Sheet may be requested from the institution by calling the administrative office (209)357-0062.

Student's Initials: Date:
Initial only after you have had sufficient time to read and understand the information
Cost of Educational Program
Total charges for the program for students completing on time in 2020: \$6,185.
Total charges may be higher for students that do not complete on time.
Total charges for the program for students completing on time in 2021: \$7,585.
Total charges may be higher for students that do not complete on time.
Chu Jandia Initiala. Data
Student's Initials: Date: Initial only after you have had sufficient time to read and understand the information.
initial only alter you have mad sufficient time to read and anderstand the information.
Federal Student Loan Debt
Students at Central Valley Opportunity Center, Inc. are not eligible for federal student loans.
This institution does not meet the U.S. Department of Education criteria that would allow its
students to participate in federal student aid programs.
Student's Initials: Date:
Student's Initials: Date: Date: Initial only after you have had sufficient time to read and understand the information.

Phone: (209)357-0062 Website: www.cvoc.org

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Any questions a student may have regarding the fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd. Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888)370-7589 or by fax (916)263-1897. Student Name (Print) Signature Student Date Signature School Official Date **Definitions** ☐ "Number of Students Who Began the Program" means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period. □ "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty. ☐ "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year. □ "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation. □ "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).

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□ "150% Completion Rate" is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
☐ "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
□ "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
Graduates Employed in the Field" means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
☐ "Placement Rate Employed in the Field" is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
□ "Number of Graduates Taking Exam" is the number of graduates who took the first available exam in the reported calendar year.
\square "First Available Exam Date" is the date for the first available exam after a student completed a program.
□ "Passage Rate" is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
☐ "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
☐ "Salary" is as reported by graduate or graduate's employer.
☐ "No Salary Information Reported" is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

Phone: (209)357-0062 Website: www.cvoc.org

STUDENT'S RIGHT TO CANCEL

CANCELLATION OF ENROLLMENT AGREEMENT

You have the right to cancel this agreement and obtain a refund of charges paid through attendance at the first class or the seventh day after enrollment whichever is later. This includes course tuition and includes any equipment such as books, materials, and supplies or any other goods related to the instruction offered in this Agreement. Cancellation shall occur when you give written notice of cancellation at the address of the School shown on top of the front page of this Agreement or by a written notice to, Central Valley Opportunity Center, P.O. Box 1389, Winton, CA 95388. You can do this by mail properly addressed with postage prepaid. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that you no longer wish to be bound by this Agreement.

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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

PROGRAM: Cashier Retail Sales (420 Hours)

On-Time Completion Rates (Graduation Rates)

(Includes data for two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Students Available For Graduation	Number of On-time Graduates	On-Time Completion Rate
2020	0	0	0	0%
2021	0	0	0	0%

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

Students Completing Within 150% of the Published Program Length (Includes data for two calendar years prior to reporting)

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

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

Phone: (209)357-0062 Website: www.cvoc.org

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the field	Placement Rate % Employed in the field.
2020	0	0	0	0	0.0%
2021	0	0	0	0	0.0%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. Information may be requested from the institution by calling the administrative office (209)357-0062.

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

Part-Time vs. Full Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours per Week	Graduates Employed in the Field at Least 30 Hours per Week	Total Graduates Employed in the Field
2020	0	0	0
2021	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	0	0	0
2021	0	0	0

Self-Employed / Freelance Positions

Calendar	Graduates Employed who are Self-	Total Graduates Employed in the
Year	Employed or Working Freelance	Field
2020	0	0
2021	0	0

Phone: (209)357-0062 Website: www.cvoc.org

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or Employer who Shares Ownership with the Institution	Total Graduates Employed in the Field
2020	0	0
2021	0	0

Student's Initials:	Date:			
Initial only after y	ou have had sufficient t	time to read and	understand t	he information

License Examination Passage Rates

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2020	n/a	n/a	n/a	n/a	n/a
2021	n/a	n/a	n/a	n/a	n/a

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

Student's Initials:	Date:
Initial only after you have	e had sufficient time to read and understand the information

Phone: (209)357-0062 Website: www.cvoc.org

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

Annual Salary and Wages Reported Graduates Employed in the Field

Calendar	Graduates	Graduates	\$10,001	\$15,001	\$20,001	\$25,001	\$30,001	\$35,001	\$40,001	No Salary
Year	Available for	Employed	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000	\$40,000	\$45,000	Information
	Employment	in the field	AND THE PROPERTY OF THE PROPER							Reported
2020	0	0	0	0	0	0	0	0	0	0
2021	0	0	0	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Information reported on this School Performance Fact Sheet may be requested from the institution by calling the administrative office (209)357-0062.

tudent's Initials: Date:	
nitial only after you have had sufficient time to read and understand the information	
Cost of Educational Program	
otal charges for the program for students completing on-time in 2020: \$3,460. otal charges may be higher for students that do not complete on time.	
otal charges for the program for students completing on-time in 2021: \$3,462. otal charges may be higher for students that do not complete on time.	
tudent's Initials: Date: nitial only after you have had sufficient time to read and understand the information.	
ederal Student Loan Debt	
tudents at Central Valley Opportunity Center, Inc. are not eligible for federal student loans his institution does not meet the U.S. Department of Education criteria that would allow it tudents to participate in federal student aid programs.	
tudent's Initials: Date: nitial only after you have had sufficient time to read and understand the information.	
aitial only after you have had sufficient time to read and understand the information.	

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☐ "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
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☐ "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
☐ "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
□ "Graduates Employed in the Field" means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
☐ "Placement Rate Employed in the Field" is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
☐ "Number of Graduates Taking Exam" is the number of graduates who took the first available exam in the reported calendar year.
☐ "First Available Exam Date" is the date for the first available exam after a student completed a program.
\square "Passage Rate" is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
☐ "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
☐ "Salary" is as reported by graduate or graduate's employer.
☐ "No Salary Information Reported" is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

Central Valley Opportunity Center, Inc. 6838 Bridget Court/P.O. Box 1389 Winton, CA 95388 Phone: (209)357-0062

Website: www.cvoc.org

STUDENT'S RIGHT TO CANCEL

CANCELLATION OF ENROLLMENT AGREEMENT

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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

PROGRAM: Business Occupations, General (665 Hours)

On-Time Completion Rates (Graduation Rates)

(Includes data for two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Students Available For Graduation	Number of On-time Graduates	On-Time Completion Rate
2020	35	35	28	80%
2021	37	37	25	68%

Student's Initials: _	Date:		
Initial only after yo	u have had sufficient time	e to read and under	stand the information

Students Completing Within 150% of the Published Program Length (Includes data for two calendar years prior to reporting)

Calendar	Number of Students	Students Available	Number of	150%
Year	Who Began the	For Graduation	150%	Completion
	Program	***	Graduates	Rate
2020	35	35	29	83%
2021	37	37	28	76%

Student's Initials: _	Date:			
Initial only after you	u have had sufficient t	ime to read and u	nderstand the	informatior

Phone: (209)357-0062 Website: www.cvoc.org

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

					···
Calendar Year	Number of Students				Placement Rate % Employed in the
	Who Began Program		for Employment	the field	field.
2020	35	28	24	17	70.83%
2021	37	25	25	18	72%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. Information may be requested from the institution by calling the administrative office (209)357-0062.

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

Part-Time vs. Full Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours per Week	Graduates Employed in the Field at Least 30 Hours per Week	Total Graduates Employed in the Field
2020	2	15	17
2021	0	18	18

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	17	0	17
2021	18	0	18

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	17
2021	0	18

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Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or Employer who Shares Ownership with the Institution	Total Graduates Employed in the Field
2020	2	17
2021	3	18

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

License Examination Passage Rates

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2020	n/a	n/a	n/a	n/a	n/a
2021	n/a	n/a	n/a	n/a	n/a

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 25 graduates.

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

Phone: (209)357-0062 Website: www.cvoc.org

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

Annual Salary and Wages Reported Graduates Employed in the Field

Calendar	Graduates	Graduates	\$10,001	\$15,001	\$20,001	\$25,001	\$30,001	\$35,001	\$40,001	No Salary
Year	Available for	Employed	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000	\$40,000	\$45,000	Information
	Employment	in the field						:		Reported
2020	24	17	1	0	3	6	4	2	1	0
2021	25	18	0	0	0	2	12	3	1	0

A list of sources used to substantiate salary disclosures is available from the school. Information reported on this School Performance Fact Sheet may be requested from the institution by calling the administrative office (209)357-0062.

tudent's Initials: Date:	
nitial only after you have had sufficient time to read and understand the information	
Cost of Educational Program	
otal charges for the program for students completing on time in 2020: \$5,945. otal charges may be higher for students that do not complete on time.	
otal charges for the program for students completing on time in 2021: \$5,956. otal charges may be higher for students that do not complete on time.	
tudent's Initials: Date: nitial only after you have had sufficient time to read and understand the information.	•
ederal Student Loan Debt	
tudents at Central Valley Opportunity Center, Inc. are not eligible for federal student loans his institution does not meet the U.S. Department of Education criteria that would allow it tudents to participate in federal student aid programs.	
tudent's Initials: Date: nitial only after you have had sufficient time to read and understand the information.	<u>-</u>
nitial only after you have had sufficient time to read and understand the information.	•

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☐ "Number of Graduates Taking Exam" is the number of graduates who took the first available exam in the reported calendar year.
☐ "First Available Exam Date" is the date for the first available exam after a student completed a program.
\Box "Passage Rate" is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
☐ "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
☐ "Salary" is as reported by graduate or graduate's employer.
☐ "No Salary Information Reported" is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

Central Valley Opportunity Center, Inc. 6838 Bridget Court/P.O. Box 1389 Winton, CA 95388 Phone: (209)357-0062

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CANCELLATION OF ENROLLMENT AGREEMENT

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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

PROGRAM: Weatherization Measure Installer (140 Hours)

On-Time Completion Rates (Graduation Rates)

(Includes data for two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Students Available For Graduation	Number of On-time Graduates	On-Time Completion Rate
2020	0	0	0	0%
2021	0	0	0	0%

Student's Initials:	Date:	_		
Initial only after you	have had sufficient t	time to read and	understand	the information

Students Completing Within 150% of the Published Program Length

(Includes data for two calendar years prior to reporting)

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

Student's Initials: _	Date:			
Initial only after vo	u have had sufficient	time to read and	understand the	information

Phone: (209)357-0062 Website: www.cvoc.org

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the field	Placement Rate % Employed in the field.
2020	0	0	0	0	0.0%
2021	0	0	0	0	0.0%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. Information may be requested from the institution by calling the administrative office (209)357-0062.

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

Part-Time vs. Full Time Employment

Calendar	Graduates Employed	Graduates Employed	Total Graduates
Year	in the Field 20-29	in the Field at Least 30	Employed in the Field
,	Hours per Week	Hours per Week	
2020	0	0	0
2021	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	0	0	0
2021	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	0
2021	0	0

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Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or Employer who Shares Ownership with the Institution	Total Graduates Employed in the Field
2020	0	0
2021	0	0

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

License Examination Passage Rates

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2020	n/a	n/a	n/a	n/a	n/a
2021	n/a	n/a	n/a	n/a	n/a

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

Student's Initials:	Date:			
Initial only after yo	ou have had sufficient tir	me to read and u	understand the	information

Phone: (209)357-0062 Website: www.cvoc.org

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

Annual Salary and Wages Reported Graduates Employed in the Field

Calendar	Graduates	Graduates	\$5,001.	\$10,001.	\$15,001.	\$20,001.	\$25,001.	\$30,001.
Year	Available for	Employed	\$10,000.	\$15,000.	\$20,000.	\$25,000.	\$30,000.	\$45,000
	Employment	in the field						
2020	0	0	0	0	0	0	0	0
2021	0	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Information reported on this School Performance Fact Sheet may be requested from the institution by calling the administrative office (209)357-0062.

Student's Initials: Date: Initial only after you have had sufficient time to read and understand the information
Cost of Educational Program
Total charges for the program for students completing on time in 2020: \$2,583. Total charges may be higher for students that do not complete on time.
Total charges for the program for students completing on time in 2021: \$2,586. Total charges may be higher for students that do not complete on time.
Student's Initials: Date: Initial only after you have had sufficient time to read and understand the information.
Federal Student Loan Debt
Students at Central Valley Opportunity Center, Inc. are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.
Student's Initials: Date: Initial only after you have had sufficient time to read and understand the information.

Phone: (209)357-0062 Website: www.cvoc.org

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 the fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd. Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888)370-7589 or by fax (916)263-1897. Student Name (Print) Signature Student Date Signature School Official Date **Definitions** ☐ "Number of Students Who Began the Program" means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period. ☐ "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty. ☐ "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year. ☐ "On-time Completion Rate" is the number of on-time graduates divided by the number of

students available for graduation.

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U "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
□ "150% Completion Rate" is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
☐ "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
□ "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
□ "Graduates Employed in the Field" means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
☐ "Placement Rate Employed in the Field" is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
☐ "Number of Graduates Taking Exam" is the number of graduates who took the first available exam in the reported calendar year.
\square "First Available Exam Date" is the date for the first available exam after a student completed a program.
☐ "Passage Rate" is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
☐ "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
☐ "Salary" is as reported by graduate or graduate's employer.
☐ "No Salary Information Reported" is the number of graduates for whom, after making

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STUDENT'S RIGHT TO CANCEL

CANCELLATION OF ENROLLMENT AGREEMENT

You have the right to cancel this agreement and obtain a refund of charges paid through attendance at the first class or the seventh day after enrollment whichever is later. This includes course tuition and includes any equipment such as books, materials, and supplies or any other goods related to the instruction offered in this Agreement. Cancellation shall occur when you give written notice of cancellation at the address of the School shown on top of the front page of this Agreement or by a written notice to, Central Valley Opportunity Center, P.O. Box 1389, Winton, CA 95388. You can do this by mail properly addressed with postage prepaid. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that you no longer wish to be bound by this Agreement.

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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

PROGRAM: Professional Truck Driver (210 Hours)

On-Time Completion Rates (Graduation Rates)

(Includes data for two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Students Available For Graduation	Number of On-time Graduates	On-Time Completion Rate
2020	71	71	34	48%
2021	129	128	58	45%

Student's Initials:	Date:	<u> </u>		
Initial only after yo	ou have had sufficient	time to read and	understand the	information

Students Completing Within 150% of the Published Program Length (Includes data for two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Students Available For Graduation	Number of 150% Graduates	150% Completion Rate
2020	71	71	54	76%
2021	129	128	109	85%

Student's Initials:	Date:		
Initial only after v	ou have had sufficient time	e to read and understand	the information

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the field	Placement Rate % Employed in the field.
2020	71	34	34	26	76.47%
2021	129	58	58	45	78%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. Information may be requested from the institution by calling the administrative office (209)357-0062.

Gainfully Employed Categories

(includes data for two calendar years prior to reporting)

Part-Time vs. Full Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours per Week	Graduates Employed in the Field at Least 30 Hours per Week	Total Graduates Employed in the Field
2020	0	26	26
2021	0	45	45

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	26	0	26
2021	45	0	45

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	26
2021	0	45

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Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or Employer who Shares Ownership with the Institution	Total Graduates Employed in the Field
2020	· ·	26
2021	0	45

Student's Initials:	Date:		
Initial only after ye	ou have had sufficient time	e to read and underst	and the information

License Examination Passage Rates

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2020	34	34	26	8	76%
2021	58	58	50	8	86%

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

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

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

Annual Salary and Wages Reported Graduates Employed in the Field

		·									
Calendar	Graduates	Graduates	\$20,001	\$25,001	\$30,001	\$35,001	\$40,001	\$45,001	\$50,001	\$55,001	No Salary
Year	Available for	Employed	\$25,000	\$30,000	\$35,000	\$40,000	\$45,000	\$50,000	\$55,000	\$60,000	Information
	Employment	in the field									Reported
2020	34	26	0	6	11	2	5	1	1	0	0
2021	58	45	0	3	11	14	4	4	2	2	0

A list of sources used to substantiate salary disclosures is available from the school. Information reported on this School Performance Fact Sheet may be requested from the institution by calling the administrative office (209)357-0062.

Student's Initials: Date:				
Initial only after you have had sufficient time to read and understand the information				
Cost of Educational Program				
Total charges for the program for students completing on time in 2020: \$4,344.				
Total charges may be higher for students that do not complete on time.				
Total charges for the program for students completing on time in 2021: \$5,351.				
Total charges may be higher for students that do not complete on time.				
Total charges may be ingher for students that do not complete on time.				
Student's Initials: Date:				
Initial only after you have had sufficient time to read and understand the information.				
Federal Student Loan Debt				
Students at Central Valley Opportunity Center, Inc. are not eligible for federal student loans.				
This institution does not meet the U.S. Department of Education criteria that would allow its				
students to participate in federal student aid programs.				
stations to participate in rotatas stations are programs.				
Student's Initials: Date:				
Student's Initials: Date: Initial only after you have had sufficient time to read and understand the 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.

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program length (includes on-time graduates).
☐ "150% Completion Rate" is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
☐ "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
☐ "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
□ "Graduates Employed in the Field" means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
☐ "Placement Rate Employed in the Field" is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
☐ "Number of Graduates Taking Exam" is the number of graduates who took the first available exam in the reported calendar year.
☐ "First Available Exam Date" is the date for the first available exam after a student completed a program.
☐ "Passage Rate" is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
☐ "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
☐ "Salary" is as reported by graduate or graduate's employer.
☐ "No Salary Information Reported" is the number of graduates for whom, after making

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STUDENT'S RIGHT TO CANCEL

CANCELLATION OF ENROLLMENT AGREEMENT

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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

PROGRAM: Photovoltaic Design and Installer (210 Hours)

On-Time Completion Rates (Graduation Rates)

(Includes data for two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Students Available For Graduation	Number of On-time Graduates	On-Time Completion Rate
2020	5	5	5	100%
2021	0	0	0	0%

Student's in	mais:	Date:			
Initial only a	fter you have h	ad sufficient time t	o read and und	lerstand the i	information

Students Completing Within 150% of the Published Program Length

(Includes data for two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Students Available For Graduation	Number of 150% Graduates	150% Completion Rate
2020	5	5	5	100%
2021	0	0	0	0%

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

Phone: (209)357-0062

Website: www.cvoc.org

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the field	Placement Rate % Employed in the field.
2020	5	5	5	4	80.0%
2021	0	0	0	0	0.0%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. Information may be requested from the institution by calling the administrative office (209)357-0062.

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

Part-Time vs. Full Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours per Week	Graduates Employed in the Field at Least 30 Hours per Week	Total Graduates Employed in the Field
2020	0	4	4
2021	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	4	0	4
2021	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	4
2021	0	0

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Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or Employer who Shares Ownership with the Institution	Total Graduates Employed in the Field
2020	0	4
2021	0	0

Student's Initials:	Date:			
Initial only after y	ou have had sufficient tir	ne to read and t	understand the	information

License Examination Passage Rates

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2020	n/a	n/a	n/a	n/a	n/a
2021	n/a	n/a	n/a	n/a	n/a

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

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

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

Annual Salary and Wages Reported Graduates Employed in the Field

Calendar Year	Graduates Available for Employment		1 -	I -	_	1	I .	1	\$40,001 \$45,000	No Salary Information Reported
2020	5	4	0	0	1	0	1	0	2	0
2021	0	0	0	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Information reported on this School Performance Fact Sheet may be requested from the institution by calling the administrative office (209)357-0062.

Date:

Student's Initials:

Initial only after you have had sufficient time to read and understand the information
Cost of Educational Program
Total charges for the program for students completing on time in 2020: \$4,128. Total charges may be higher for students that do not complete on time.
Total charges for the program for students completing on time in 2021: \$4,130. Total charges may be higher for students that do not complete on time.
Student's Initials: Date: Date: Initial only after you have had sufficient time to read and understand the information.
Federal Student Loan Debt
Students at Central Valley Opportunity Center, Inc. are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.
Student's Initials: Date: Initial only after you have had sufficient time to read and understand the information.

Phone: (209)357-0062 Website: www.cvoc.org

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.

law. Any questions a student may have regarding the fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd. Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888)370-7589 or by fax (916)263-1897. Student Name (Print) Signature Student Date Date Signature School Official **Definitions** ☐ "Number of Students Who Began the Program" means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period. ☐ "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty. ☐ "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year. ☐ "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation.

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□ "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).
□ "150% Completion Rate" is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
☐ "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
☐ "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
□ "Graduates Employed in the Field" means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
☐ "Placement Rate Employed in the Field" is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
\Box "Number of Graduates Taking Exam" is the number of graduates who took the first available exam in the reported calendar year.
☐ "First Available Exam Date" is the date for the first available exam after a student completed a program.
\square "Passage Rate" is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
☐ "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
☐ "Salary" is as reported by graduate or graduate's employer.
☐ "No Salary Information Reported" is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

Phone: (209)357-0062 Website: www.cvoc.org

STUDENT'S RIGHT TO CANCEL

CANCELLATION OF ENROLLMENT AGREEMENT

You have the right to cancel this agreement and obtain a refund of charges paid through attendance at the first class or the seventh day after enrollment whichever is later. This includes course tuition and includes any equipment such as books, materials, and supplies or any other goods related to the instruction offered in this Agreement. Cancellation shall occur when you give written notice of cancellation at the address of the School shown on top of the front page of this Agreement or by a written notice to, Central Valley Opportunity Center, P.O. Box 1389, Winton, CA 95388. You can do this by mail properly addressed with postage prepaid. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that you no longer wish to be bound by this Agreement.

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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

Cooking Occupations, General (420 Hours) **PROGRAM:**

On-Time Completion Rates (Graduation Rates)

(Includes data for two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Students Available For Graduation	Number of On-time Graduates	On-Time Completion Rate
2020	2	2	1	50%
2021	1	1	1	100%

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

Students Completing Within 150% of the Published Program Length (Includes data for two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Students Available For Graduation	Number of 150% Graduates	150% Completion Rate	
2020	2	2	1	50%	
2021	1	1	1	100%	

Student's Initials:	Date:			
Initial only after v	ou have had sufficient time	e to read and i	understand the	information

Phone: (209)357-0062 Website: www.cvoc.org

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the field	Placement Rate % Employed in the field.
2020	2	1	1	1	100.0%
2021	1	1	1	1	100%

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. Information may be requested from the institution by calling the administrative office (209)357-0062.

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

Part-Time vs. Full Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours per Week	Graduates Employed in the Field at Least 30 Hours per Week	Total Graduates Employed in the Field
2020	0	1	1
2021	0	1	1

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	1	0	1
2021	1	0	1

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	1
2021	0	1

Phone: (209)357-0062 Website: www.cvoc.org

Institutional Employment

Year who are Employed by the Institution, an Employer Owned by the Institution, or Employer who Shares Ownership with the Institution		Total Graduates Employed in the Field
2020	0	1
2021	0	1

Student's Initials:	Date:	_		
Initial only after ve	ou have had sufficient t	ime to read and	understand	the information

License Examination Passage Rates

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2020	n/a	n/a	n/a	n/a	n/a
2021	n/a	n/a	n/a	n/a	n/a

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 1 graduates.

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

Phone: (209)357-0062 Website: www.cvoc.org

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

Annual Salary and Wages Reported Graduates Employed in the Field

Calendar	Graduates	Graduates	\$10,001	\$15,001	\$20,001	\$25,001	\$30,001	\$35,001	\$40,001	No Salary
Year	Available for	Employed	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000	\$40,000	\$45,000	Information
	Employment	in the field			•					Reported
2020	1	1	0	0	0	1	0	0	0	0
2021	1	1	0	0	0	0	1	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Information reported on this School Performance Fact Sheet may be requested from the institution by calling the administrative office (209)357-0062.

Student's Initials: Date:
Initial only after you have had sufficient time to read and understand the information
Cost of Educational Program
Total charges for the program for students completing on time in 2020: \$4,808. Total charges may be higher for students that do not complete on time.
Total charges for the program for students completing on time in 2021: \$5,561. Total charges may be higher for students that do not complete on time.
Student's Initials: Date: Initial only after you have had sufficient time to read and understand the information.
Federal Student Loan Debt
Students at Central Valley Opportunity Center, Inc. are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.
Student's Initials: Date: Initial only after you have had sufficient time to read and understand the information.

Phone: (209)357-0062 Website: www.cvoc.org

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 the fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd. Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888)370-7589 or by fax (916)263-1897. Student Name (Print) Signature Student Date Signature School Official Date **Definitions** ☐ "Number of Students Who Began the Program" means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period. ☐ "Students Available for Graduation" is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty. ☐ "Number of On-time Graduates" is the number of students who completed the program within 100% of the published program length within the reporting calendar year. □ "On-time Completion Rate" is the number of on-time graduates divided by the number of students available for graduation. □ "150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-time graduates).

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☐ "150% Completion Rate" is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
☐ "Graduates Available for Employment" means the number of graduates minus the number of graduates unavailable for employment.
□ "Graduates Unavailable for Employment" means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
Graduates Employed in the Field" means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
☐ "Placement Rate Employed in the Field" is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
☐ "Number of Graduates Taking Exam" is the number of graduates who took the first available exam in the reported calendar year.
☐ "First Available Exam Date" is the date for the first available exam after a student completed a program.
☐ "Passage Rate" is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
☐ "Number Who Passed First Available Exam" is the number of graduates who took and passed the first available licensing exam after completing the program.
☐ "Salary" is as reported by graduate or graduate's employer.
☐ "No Salary Information Reported" is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

Central Valley Opportunity Center, Inc. 6838 Bridget Court/P.O. Box 1389 Winton, CA 95388 Phone: (209)357-0062

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STUDENT'S RIGHT TO CANCEL

CANCELLATION OF ENROLLMENT AGREEMENT

You have the right to cancel this agreement and obtain a refund of charges paid through attendance at the first class or the seventh day after enrollment whichever is later. This includes course tuition and includes any equipment such as books, materials, and supplies or any other goods related to the instruction offered in this Agreement. Cancellation shall occur when you give written notice of cancellation at the address of the School shown on top of the front page of this Agreement or by a written notice to, Central Valley Opportunity Center, P.O. Box 1389, Winton, CA 95388. You can do this by mail properly addressed with postage prepaid. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that you no longer wish to be bound by this Agreement.