

GLOBE INSTITUTE OF RECORDING AND PRODUCTION
351 9th St. Suite 202 (415) 777-2486 www.SoundHealingCenter.com

SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2016 and 2017

Sound Healing and Therapy Certificate Program – Institute - 3.5 months; Online – 6 months

On-Time Completion Rates (Graduation Rates) - Includes data for the two calendar years prior

Calendar Year	Number of Students Who Began Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2017	60	53	48	91%
2016	50	49	47	96%

Student's Initials _____ Date _____

Initial only after you have had sufficient time to read and understand the information.

Job Placement Rates (Includes data for the two calendar years prior)

Calendar Year	Number of Students Who Began Program	Number of Graduates Available for Employment	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2017	60	52	47	38	81%
2016	50	48	42	34	81%

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. To obtain this list, please ask an institutional representative or you can review the list on the institution's website at www.SoundHealingCenter.com/overview.html

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

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field average of <29 hours per week	Graduates Employed in the Field at least 30 hours per week	Total Graduates Employed in the Field
2017	26	12	38
2016	22	12	34

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
2017	21	17	38
2016	13	21	34

Self Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2017	26	38
2016	30	34

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution	Total Graduates Employed in the Field
2017	1	38
2016	1	34

Student's Initials _____ Date _____

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This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

Student's Initials: _____ Date: _____

Only initial after you have had sufficient time to read and understand the information.

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

Calendar Year	Graduates Available for Employment	Graduates Employed in the Field	<u>Annual Salary and Wages Reported by Graduates Employed in the Field</u>				
			<\$20,000	\$20,001 to \$25,000	\$25,000 to \$35,000	\$>35,001	No Salary Info Reported
2017	47	38	26	3	0	4	0
2016	42	34	24	5	0	3	2

A list of sources used to substantiate salary disclosures is available from the school. Contact the Director for more information.

Student's Initials: _____ Date: _____

Only initial 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 2016/2017: \$2600 at the Institute; \$2000 Online. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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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
2017	52	n/a	n/a	n/a	n/a
2016	48	n/a	n/a	n/a	n/a

This program does not lead to CA state licensure.

Students at GLOBE INSTITUTE OF RECORDING AND PRODUCTION 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: _____

Only initial after you have had sufficient time to read and understand the information.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at P.O. Box 980818, West Sacramento, CA 95798-0810

www.bppe.ca.gov

P: (888) 370-7589 or (916) 431-6959 F. (916) 263-1897

 Student Name – Print

 Student Signature

 Date

 School Official

 Date

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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).
- “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.

Globe Institute of Recording and Production
351 9th Street #202 San Francisco, CA 94103 (415) 777-2486
www.GlobeRecording.com

STUDENT'S RIGHT TO CANCEL

STUDENT'S RIGHT TO WITHDRAW (CEC § 94871[a][6])

If tuition and fees are collected in advance of the start date of a program and the institution cancels the class, the institution refunds 100% of the tuition and fees collected. If tuition and fees are collected in advance of the start date of classes and the student does not begin classes or withdraws on the first day of classes, the institution retains no more than \$100 of the tuition and fees.

The student has the right to withdraw from the program of instruction and to obtain a refund, in accordance with the procedures set forth below. A student is deemed to have withdrawn from a course when: (1) The student notifies the institution of his/her withdrawal or the date of withdrawal, whichever is later; (2) The institution terminates the student's enrollment; or (3) The student fails to attend class for a three-week period.

STUDENT/BUYER'S RIGHT TO CANCEL (CEC §§ 94810[a][7], 94871[a][7])

Students who have not visited the school facility prior to enrollment have the opportunity to withdraw without penalty within three days following either attendance at a regularly-scheduled orientation or following a tour of the facilities and inspection of the equipment.

The student has the right to cancel the enrollment agreement and receive a full refund, without any penalty or obligation, until the first class day or seventh business day following the date (1) of the first class attended; (2) upon which the student received a copy of the Notice of Cancellation; or (3) upon which the student received a copy of the enrollment agreement and the school catalog with any addenda, whichever is later. The institution is obligated to make the refund to the student within 45 days after the institution receives the student's written notice of cancellation. However, if the institution gave the student any equipment and the student fails to return the equipment within 30 days following the date of the notice of cancellation, the institution may deduct the documented cost to the institution of the equipment from the refund; the remaining amount of the refund will be reimbursed to the student within 45 days after the period within which the student is required to return the equipment. The student may retain the equipment without further obligation to pay.

The student must provide the institution with written notification expressing his/her desire not to be bound by the enrollment agreement or submit the signed Notice of Cancellation form to David Gibson, Director at 351 9th St. #202 San Francisco, CA 94013 to be eligible for the refund.

STUDENT'S RIGHT TO REFUND (CEC §§ 94810[a][8], 94871[a][6])

The student has a right to stop school after the cancellation period and receive a refund for the unused portion of the amount paid for the instruction less a registration fee not exceeding seventy-five dollars (\$75) if 60% or less of the course has been completed. The refund shall be the amount paid for instruction multiplied by a fraction, the numerator of which is the number of hours of instruction which the student has not received but for which he/she has paid, and the denominator of which is the total number of hours of instruction for which the student has paid. This refund is determined as follows:

\$ 7,625.00	Amount paid for instruction, (including tuition, all fees, lab fees, charges and expenses) less the documented cost of equipment.
x \$	Adjustment for the percentage of total hours of instruction documented representing the number of hours actually attended by Student, (the total amount paid for instruction, multiplied by a fraction, the numerator of which is the number of course clock hours the student has not attended but has paid for, the denominator of which is the total number of clock hours the student has paid for.
\$	Amount of Initial Refund
- \$ 75.00	Registration Fee. The refund amount shall be adjusted for a registration fee not to exceed \$75.00. This portion of the registration fee may only be retained if the fee is identified as a charge on the enrollment agreement.
+ \$	Adjustment for documented cost of materials and/or equipment, if applicable (If the student has paid for and keeps the materials/equipment no adjustment is necessary, and the school retains the amount paid for the equipment). Add cost of materials/equipment if returned in good condition within 10 days of withdrawal (includes all textbooks, supplies, materials, implements, tools, machinery, computers, electronic devices, or any other goods related to any education, training, or instruction, or an agreement for educational services or a course of instruction).
\$	Total amount of refund

Hypothetical Example (e.g. where the student has attended 50% of the total class hours he or she has paid for):

\$7650.00 (total tuition paid) amount paid multiplied by 50% of the 270 total course hours) equals \$3,825.00 (the initial refund amount), less registration fee and adjustment for materials/equipment, equals the total refund amount

or

$$\$7,650 \times \frac{135 \text{ hours}}{270 \text{ hours}} \text{ or } \frac{1}{2} \text{ or } 50\% = 3,825.00 - \$225 = \$3,600.00 \text{ -Total Refund}$$

- Recruitment is conducted in English only.

For determining the amount of a refund the date of the student's withdrawal is the last date of recorded attendance. For determining when the refund must be paid, withdrawal is at the end of the three-week period. The institution's termination of the student's enrollment agreement or the student's failure to attend class does not change or mitigate the institution's obligation to make a pro rata refund to the student.

The table below outlines the estimated refund of tuition if you were unable to complete your training program, although it is prorated based on the exact percentage not completed.

10% completed	90% refund
25% completed	75% refund
50% completed	50% refund

CANCELLATION AFTER COMPLETING 60% OF A SEMESTER WILL RESULT IN NO REFUND FOR THE REST OF THAT SEMESTER.

If the student had received federal financial aid funds, the student is entitled to a refund of monies not paid from federal student financial aid program funds. If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student defaults on a federal or state student loan, both the following may occur: (1) The federal or state government agency may take action against the student, including garnishing an income tax refund; and (2) The student may not be eligible for any other government financial assistance at another institution until the loan is repaid.

Change in the day or time when the class is offered after the student has enrolled in the course.

A full refund must be offered the student who does not consent to a change of day any class is offered to a day when the student is not scheduled to attend the institution or to a time that is outside the range of time the student is scheduled to attend on the day for which the change in time is proposed.

Change of location of the class instruction after the student has enrolled in the course.

A full refund must be offered the student if the institution moves the class instruction more than 5 miles from the location of instruction at the time of enrollment unless: (1) The institution disclosed orally and clearly and conspicuously in writing to each student before enrollment that the location of instruction will change after the course begins and the address of the proposed location, or (2) The institution applies for and the Bureau grants approval to the change in location.

School closure - The student has a right to a pro rata refund of the unused portion of tuition should the school close before the student completes his or her course of instruction. The amount of the refund is calculated the same as above.

DISCLOSURES RE: STUDENT TUITION RECOVERY FUND (CEC §§ 94810[a][10], 94871[a][8])

If the student is not a resident of California or is the recipient of third-party payor tuition and course costs, such as workforce investment vouchers or rehabilitation funding, the student is not eligible for protection under and recovery from the Student Tuition Recovery Fund.

If the student is otherwise eligible for protection under and/or recovery from the Student Tuition Recovery Fund, the student is responsible for paying the state assessment amount for the Student Tuition Recovery Fund.

Globe Institute of Recording and Production
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Online Classes

STUDENT'S RIGHT TO CANCEL

STUDENT'S RIGHT TO WITHDRAW (CEC § 94871[a][6])

If tuition and fees are collected in advance of the start date of a program and the institution cancels the class, the institution refunds 100% of the tuition and fees collected. If tuition and fees are collected in advance of the start date of classes and the student does not begin classes or withdraws before materials and videos are received, the institution retains no more than \$100 of the tuition and fees, if the notice of cancellation is made prior to receiving the class materials.

The student has the right to withdraw from the program of instruction and to obtain a refund, in accordance with the procedures set forth below. A student is deemed to have withdrawn from a course when: (1) The student notifies the institution of his/her withdrawal or the date of withdrawal, whichever is later; (2) The institution terminates the student's enrollment; or (3) The student fails to attend class for a three-week period.

STUDENT/BUYER'S RIGHT TO CANCEL (CEC §§ 94810[a][7], 94871[a][7])

The student has the right to cancel the enrollment agreement and receive a full refund, without any penalty or obligation, until the first class day or seventh business day following the date (1) of the first class attended; (2) upon which the student received a copy of the Notice of Cancellation; or (3) upon which the student received a copy of the enrollment agreement and the school catalog with any addenda, whichever is later, if the student has not received any of the class materials. The institution is obligated to make the refund to the student within 45 days after the institution receives the student's written notice of cancellation. However, if the institution gave the student any equipment and the student fails to return the equipment within 30 days following the date of the notice of cancellation, the institution may deduct the documented cost to the institution of the equipment from the refund; the remaining amount of the refund will be reimbursed to the student within 45 days after the period within which the student is required to return the equipment. The student may retain the equipment without further obligation to pay.

The student must provide the institution with written notification expressing his/her desire not to be bound by the enrollment agreement or submit the signed Notice of Cancellation form to David Gibson, Director at 351 9th St. #202 San Francisco, CA 94013 to be eligible for the refund.

STUDENT'S RIGHT TO REFUND (CEC §§ 94810[a][8], 94871[a][6])

The student has a right to stop school after the cancellation period and receive a refund for the unused portion of the amount paid for the instruction less a registration fee not exceeding seventy-five dollars (\$75) if 60% or less of the course has been completed, if the student has not received any of the class materials. The refund shall be the amount paid for instruction multiplied by a fraction, the numerator of which is the number of hours of instruction which the student has not received but for which he/she has paid, and the denominator of which is the total number of hours of instruction for which the student has paid. This refund is determined as follows:

\$	<u>7,625.00</u>	<u>Amount paid for instruction</u> , (including tuition, all fees, lab fees, charges and expenses) less the documented cost of equipment.
x	\$	<u>Adjustment for the percentage of total hours of instruction documented representing the number of hours actually attended by Student</u> , (the total amount paid for instruction, multiplied by a fraction, the numerator of which is the number of course clock hours the student has not attended but has paid for, the denominator of which is the total number of clock hours the student has paid for.
	\$	<u>Amount of Initial Refund</u>
-	\$	<u>75.00</u> <u>Registration Fee</u> . The refund amount shall be adjusted for a registration fee not to exceed \$75.00. This portion of the registration fee may only be retained if the fee is identified as a charge on the enrollment agreement.
+	\$	<u>Adjustment for documented cost of materials and/or equipment</u> , if applicable (If the student has paid for and keeps the materials/equipment no adjustment is necessary, and the school retains the amount paid for the equipment). <u>Add</u> cost of materials/equipment if returned in good condition within 10 days of withdrawal (includes all textbooks, supplies, materials, implements, tools, machinery, computers, electronic devices, or any other goods related to any education, training, or instruction, or an agreement for educational services or a course of instruction).
\$		<u>Total amount of refund</u>

Hypothetical Example (e.g. where the student has attended 50% of the total class hours he or she has paid for):

\$7650.00 (total tuition paid) amount paid multiplied by 50% of the 270 total course hours) equals \$3,825.00 (the initial refund amount), less registration fee and adjustment for materials/equipment, equals the total refund amount

or

$$\$7,650 \times \frac{135 \text{ hours}}{270 \text{ hours}} \text{ or } \frac{1}{2} \text{ or } 50\% = \underline{3,825.00} - \$225 = \underline{\$3,600.00} \text{ -Total Refund}$$

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For determining the amount of a refund the date of the student's withdrawal is the last date of recorded attendance. For determining when the refund must be paid, withdrawal is at the end of the three-week period. The institution's termination of the student's enrollment agreement or the student's failure to attend class does not change or mitigate the institution's obligation to make a pro rata refund to the student.

CANCELLATION AFTER COMPLETING 60% OF A SEMESTER WILL RESULT IN NO REFUND FOR THE REST OF THAT SEMESTER.

If the student had received federal financial aid funds, the student is entitled to a refund of monies not paid from federal student financial aid program funds. If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student defaults on a federal or state student loan, both the following may occur: (1) The federal or state government agency may take action against the student, including garnishing an income tax refund; and (2) The student may not be eligible for any other government financial assistance at another institution until the loan is repaid.

Change in the day or time when the class is offered after the student has enrolled in the course.

A full refund must be offered the student who does not consent to a change of day any class is offered to a day when the student is not scheduled to attend the institution or to a time that is outside the range of time the student is scheduled to attend on the day for which the change in time is proposed.

Change of location of the class instruction after the student has enrolled in the course.

A full refund must be offered the student if the institution moves the class instruction more than 5 miles from the location of instruction at the time of enrollment unless: (1) The institution disclosed orally and clearly and conspicuously in writing to each student before enrollment that the location of instruction will change after the course begins and the address of the proposed location, or (2) The institution applies for and the Bureau grants approval to the change in location.

School closure - The student has a right to a pro rata refund of the unused portion of tuition should the school close before the student completes his or her course of instruction. The amount of the refund is calculated the same as above.

DISCLOSURES RE: STUDENT TUITION RECOVERY FUND (CEC §§ 94810[a][10], 94871[a][8])

If the student is not a resident of California or is the recipient of third-party payor tuition and course costs, such as workforce investment vouchers or rehabilitation funding, the student is not eligible for protection under and recovery from the Student Tuition Recovery Fund.

If the student is otherwise eligible for protection under and/or recovery from the Student Tuition Recovery Fund, the student is responsible for paying the state assessment amount for the Student Tuition Recovery Fund.

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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2016 and 2017

Associates of Occupational Studies in Sound Healing and Therapy – Institute 1.5 years; Online 2 years

On-Time Completion Rates (Graduation Rates) - Includes data for the two calendar years prior

Calendar Year	Number of Students Who Began Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2017	3	0	0	n/a
2016	3	0	0	n/a

Student's Initials _____ Date _____

Initial only after you have had sufficient time to read and understand the information.

Job Placement Rates (Includes data for the two calendar years prior)

Calendar Year	Number of Students Who Began Program	Number of Graduates Available for Employment	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2017	3	0	0	0	n/a
2016	3	0	0	0	n/a

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. To obtain this list, please ask an institutional representative or you can review the list on the institution's website at www.SoundHealingCenter.com/overview.html

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

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field average of 20-29 hours per week	Graduates Employed in the Field at least 30 hours per week	Total Graduates Employed in the Field
2017	0	0	0
2016	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
2017	0	0	0
2016	0	0	0

Self Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2017	0	0
2016	0	0

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution	Total Graduates Employed in the Field
2017	0	0
2016	0	0

Student's Initials _____ Date _____

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This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

Student's Initials: _____ Date: _____

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

Calendar Year	Graduates Available for Employment	Graduates Employed in the Field	<u>Annual Salary and Wages Reported by Graduates Employed in the Field</u>				
			<\$20,000	\$20,001 to \$25,000	\$25,000 to \$35,000	>\$35,001	No Salary Info Reported
2017	0	0	0	0	0	0	0
2016	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Contact the Director for more information.

Student's Initials: _____ Date: _____

Only initial 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 2016/2017: \$11,600 at the Institute; \$8000 Online. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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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
2017	0	n/a	n/a	n/a	n/a
2016	0	n/a	n/a	n/a	n/a

This program does not lead to CA state licensure.

Students at GLOBE INSTITUTE OF RECORDING AND PRODUCTION 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: _____

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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 95798-0810

www.bppe.ca.gov

P: (888) 370-7589 or (916) 431-6959 F. (916) 263-1897

Student Name – Print

Student Signature

Date

School Official

Date

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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).
- “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.
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- “Salary” is as reported by graduate or graduate’s employer.

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STUDENT'S RIGHT TO CANCEL

STUDENT'S RIGHT TO WITHDRAW (CEC § 94871[a][6])

If tuition and fees are collected in advance of the start date of a program and the institution cancels the class, the institution refunds 100% of the tuition and fees collected. If tuition and fees are collected in advance of the start date of classes and the student does not begin classes or withdraws on the first day of classes, the institution retains no more than \$100 of the tuition and fees.

The student has the right to withdraw from the program of instruction and to obtain a refund, in accordance with the procedures set forth below. A student is deemed to have withdrawn from a course when: (1) The student notifies the institution of his/her withdrawal or the date of withdrawal, whichever is later; (2) The institution terminates the student's enrollment; or (3) The student fails to attend class for a three-week period.

STUDENT/BUYER'S RIGHT TO CANCEL (CEC §§ 94810[a][7], 94871[a][7])

Students who have not visited the school facility prior to enrollment have the opportunity to withdraw without penalty within three days following either attendance at a regularly-scheduled orientation or following a tour of the facilities and inspection of the equipment.

The student has the right to cancel the enrollment agreement and receive a full refund, without any penalty or obligation, until the first class day or seventh business day following the date (1) of the first class attended; (2) upon which the student received a copy of the Notice of Cancellation; or (3) upon which the student received a copy of the enrollment agreement and the school catalog with any addenda, whichever is later. The institution is obligated to make the refund to the student within 45 days after the institution receives the student's written notice of cancellation. However, if the institution gave the student any equipment and the student fails to return the equipment within 30 days following the date of the notice of cancellation, the institution may deduct the documented cost to the institution of the equipment from the refund; the remaining amount of the refund will be reimbursed to the student within 45 days after the period within which the student is required to return the equipment. The student may retain the equipment without further obligation to pay.

The student must provide the institution with written notification expressing his/her desire not to be bound by the enrollment agreement or submit the signed Notice of Cancellation form to David Gibson, Director at 351 9th St. #202 San Francisco, CA 94013 to be eligible for the refund.

STUDENT'S RIGHT TO REFUND (CEC §§ 94810[a][8], 94871[a][6])

The student has a right to stop school after the cancellation period and receive a refund for the unused portion of the amount paid for the instruction less a registration fee not exceeding seventy-five dollars (\$75) if 60% or less of the course has been completed. The refund shall be the amount paid for instruction multiplied by a fraction, the numerator of which is the number of hours of instruction which the student has not received but for which he/she has paid, and the denominator of which is the total number of hours of instruction for which the student has paid. This refund is determined as follows:

\$ 7,625.00	Amount paid for instruction, (including tuition, all fees, lab fees, charges and expenses) less the documented cost of equipment.
x \$	Adjustment for the percentage of total hours of instruction documented representing the number of hours actually attended by Student, (the total amount paid for instruction, multiplied by a fraction, the numerator of which is the number of course clock hours the student has not attended but has paid for, the denominator of which is the total number of clock hours the student has paid for.
\$	Amount of Initial Refund
- \$ 75.00	Registration Fee. The refund amount shall be adjusted for a registration fee not to exceed \$75.00. This portion of the registration fee may only be retained if the fee is identified as a charge on the enrollment agreement.
+ \$	Adjustment for documented cost of materials and/or equipment, if applicable (If the student has paid for and keeps the materials/equipment no adjustment is necessary, and the school retains the amount paid for the equipment). Add cost of materials/equipment if returned in good condition within 10 days of withdrawal (includes all textbooks, supplies, materials, implements, tools, machinery, computers, electronic devices, or any other goods related to any education, training, or instruction, or an agreement for educational services or a course of instruction).
\$	Total amount of refund

Hypothetical Example (e.g. where the student has attended 50% of the total class hours he or she has paid for):

\$7650.00 (total tuition paid) amount paid multiplied by 50% of the 270 total course hours) equals \$3,825.00 (the initial refund amount), less registration fee and adjustment for materials/equipment, equals the total refund amount

or

$$\$7,650 \times \frac{135 \text{ hours}}{270 \text{ hours}} \text{ or } \frac{1}{2} \text{ or } 50\% = 3,825.00 - \$225 = \$3,600.00 \text{ -Total Refund}$$

- Recruitment is conducted in English only.

For determining the amount of a refund the date of the student's withdrawal is the last date of recorded attendance. For determining when the refund must be paid, withdrawal is at the end of the three-week period. The institution's termination of the student's enrollment agreement or the student's failure to attend class does not change or mitigate the institution's obligation to make a pro rata refund to the student.

The table below outlines the estimated refund of tuition if you were unable to complete your training program, although it is prorated based on the exact percentage not completed.

10% completed	90% refund
25% completed	75% refund
50% completed	50% refund

CANCELLATION AFTER COMPLETING 60% OF A SEMESTER WILL RESULT IN NO REFUND FOR THE REST OF THAT SEMESTER.

If the student had received federal financial aid funds, the student is entitled to a refund of monies not paid from federal student financial aid program funds. If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student defaults on a federal or state student loan, both the following may occur: (1) The federal or state government agency may take action against the student, including garnishing an income tax refund; and (2) The student may not be eligible for any other government financial assistance at another institution until the loan is repaid.

Change in the day or time when the class is offered after the student has enrolled in the course.

A full refund must be offered the student who does not consent to a change of day any class is offered to a day when the student is not scheduled to attend the institution or to a time that is outside the range of time the student is scheduled to attend on the day for which the change in time is proposed.

Change of location of the class instruction after the student has enrolled in the course.

A full refund must be offered the student if the institution moves the class instruction more than 5 miles from the location of instruction at the time of enrollment unless: (1) The institution disclosed orally and clearly and conspicuously in writing to each student before enrollment that the location of instruction will change after the course begins and the address of the proposed location, or (2) The institution applies for and the Bureau grants approval to the change in location.

School closure - The student has a right to a pro rata refund of the unused portion of tuition should the school close before the student completes his or her course of instruction. The amount of the refund is calculated the same as above.

DISCLOSURES RE: STUDENT TUITION RECOVERY FUND (CEC §§ 94810[a][10], 94871[a][8])

If the student is not a resident of California or is the recipient of third-party payor tuition and course costs, such as workforce investment vouchers or rehabilitation funding, the student is not eligible for protection under and recovery from the Student Tuition Recovery Fund.

If the student is otherwise eligible for protection under and/or recovery from the Student Tuition Recovery Fund, the student is responsible for paying the state assessment amount for the Student Tuition Recovery Fund.

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Online Classes

STUDENT'S RIGHT TO CANCEL

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If tuition and fees are collected in advance of the start date of a program and the institution cancels the class, the institution refunds 100% of the tuition and fees collected. If tuition and fees are collected in advance of the start date of classes and the student does not begin classes or withdraws before materials and videos are received, the institution retains no more than \$100 of the tuition and fees, if the notice of cancellation is made prior to receiving the class materials.

The student has the right to withdraw from the program of instruction and to obtain a refund, in accordance with the procedures set forth below. A student is deemed to have withdrawn from a course when: (1) The student notifies the institution of his/her withdrawal or the date of withdrawal, whichever is later; (2) The institution terminates the student's enrollment; or (3) The student fails to attend class for a three-week period.

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\$		<u>Amount of Initial Refund</u>
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GLOBE INSTITUTE OF RECORDING AND PRODUCTION
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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2016 and 2017

RECORDING ARTS AND TECHNOLOGY CERTIFICATE PROGRAM – Institute 3.5 Months; Online 5 Months

On-Time Completion Rates (Graduation Rates) - Includes data for the two calendar years prior

Calendar Year	Number of Students Who Began Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2017	6	6	5	83%
2016	2	2	2	100%

Student's Initials _____ Date _____

Initial only after you have had sufficient time to read and understand the information.

Job Placement Rates (Includes data for the two calendar years prior)

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
2017	6	5	5	4	80%
2016	2	2	2	2	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. To obtain this list, please ask an institutional representative or you can review the list on the institution's website at www.SoundHealingCenter.com/overview.html

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

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field average of <29 hours per week	Graduates Employed in the Field at least 30 hours per week	Total Graduates Employed in the Field
2017	4	0	4
2016	2	0	2

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
2017	3	1	4
2016	2	2	2

Self Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2017	3	4
2016	2	2

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution	Total Graduates Employed in the Field
2017	0	4
2016	0	2

Student's Initials _____ Date _____

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This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

Student's Initials: _____ Date: _____

Only initial after you have had sufficient time to read and understand the information.

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

Calendar Year	Graduates Available for Employment	Graduates Employed in the Field	<u>Annual Salary and Wages Reported by Graduates Employed in the Field</u>				
			<\$20,000	\$20,001 to \$25,000	\$25,000 to \$35,000	>\$35,001	No Salary Info Reported
2017	5	4	4	0	0	0	0
2016	2	2	2	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Contact the Director for more information.

Student's Initials: _____ Date: _____

Only initial 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 2016/2017: \$3800 at the Institute; \$3000 Online. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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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
2017	5	n/a	n/a	n/a	n/a
2016	2	n/a	n/a	n/a	n/a

This program does not lead to CA state licensure.

Students at GLOBE INSTITUTE OF RECORDING AND PRODUCTION 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: _____

Only initial after you have had sufficient time to read and understand the information.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at P.O. Box 980818, West Sacramento, CA 95798-0810

www.bppe.ca.gov

P: (888) 370-7589 or (916) 431-6959 F. (916) 263-1897

Student Name – Print

Student Signature

Date

School Official

Date

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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).
- “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.
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If the student is not a resident of California or is the recipient of third-party payor tuition and course costs, such as workforce investment vouchers or rehabilitation funding, the student is not eligible for protection under and recovery from the Student Tuition Recovery Fund.

If the student is otherwise eligible for protection under and/or recovery from the Student Tuition Recovery Fund, the student is responsible for paying the state assessment amount for the Student Tuition Recovery Fund.

Globe Institute of Recording and Production
351 9th St. #202 San Francisco, CA 94103 (415) 777-2486
www.GlobeRecording.com
Online Classes

STUDENT'S RIGHT TO CANCEL

STUDENT'S RIGHT TO WITHDRAW (CEC § 94871[a][6])

If tuition and fees are collected in advance of the start date of a program and the institution cancels the class, the institution refunds 100% of the tuition and fees collected. If tuition and fees are collected in advance of the start date of classes and the student does not begin classes or withdraws before materials and videos are received, the institution retains no more than \$100 of the tuition and fees, if the notice of cancellation is made prior to receiving the class materials.

The student has the right to withdraw from the program of instruction and to obtain a refund, in accordance with the procedures set forth below. A student is deemed to have withdrawn from a course when: (1) The student notifies the institution of his/her withdrawal or the date of withdrawal, whichever is later; (2) The institution terminates the student's enrollment; or (3) The student fails to attend class for a three-week period.

STUDENT/BUYER'S RIGHT TO CANCEL (CEC §§ 94810[a][7], 94871[a][7])

The student has the right to cancel the enrollment agreement and receive a full refund, without any penalty or obligation, until the first class day or seventh business day following the date (1) of the first class attended; (2) upon which the student received a copy of the Notice of Cancellation; or (3) upon which the student received a copy of the enrollment agreement and the school catalog with any addenda, whichever is later, if the student has not received any of the class materials. The institution is obligated to make the refund to the student within 45 days after the institution receives the student's written notice of cancellation. However, if the institution gave the student any equipment and the student fails to return the equipment within 30 days following the date of the notice of cancellation, the institution may deduct the documented cost to the institution of the equipment from the refund; the remaining amount of the refund will be reimbursed to the student within 45 days after the period within which the student is required to return the equipment. The student may retain the equipment without further obligation to pay.

The student must provide the institution with written notification expressing his/her desire not to be bound by the enrollment agreement or submit the signed Notice of Cancellation form to David Gibson, Director at 351 9th St. #202 San Francisco, CA 94013 to be eligible for the refund.

STUDENT'S RIGHT TO REFUND (CEC §§ 94810[a][8], 94871[a][6])

The student has a right to stop school after the cancellation period and receive a refund for the unused portion of the amount paid for the instruction less a registration fee not exceeding seventy-five dollars (\$75) if 60% or less of the course has been completed, if the student has not received any of the class materials. The refund shall be the amount paid for instruction multiplied by a fraction, the numerator of which is the number of hours of instruction which the student has not received but for which he/she has paid, and the denominator of which is the total number of hours of instruction for which the student has paid. This refund is determined as follows:

\$	<u>7,625.00</u>	<u>Amount paid for instruction</u> , (including tuition, all fees, lab fees, charges and expenses) less the documented cost of equipment.
x	\$	<u>Adjustment for the percentage of total hours of instruction documented representing the number of hours actually attended by Student</u> , (the total amount paid for instruction, multiplied by a fraction, the numerator of which is the number of course clock hours the student has not attended but has paid for, the denominator of which is the total number of clock hours the student has paid for.
\$		<u>Amount of Initial Refund</u>
-	\$	<u>75.00</u> <u>Registration Fee</u> . The refund amount shall be adjusted for a registration fee not to exceed \$75.00. This portion of the registration fee may only be retained if the fee is identified as a charge on the enrollment agreement.
+	\$	<u>Adjustment for documented cost of materials and/or equipment</u> , if applicable (If the student has paid for and keeps the materials/equipment no adjustment is necessary, and the school retains the amount paid for the equipment). <u>Add</u> cost of materials/equipment if returned in good condition within 10 days of withdrawal (includes all textbooks, supplies, materials, implements, tools, machinery, computers, electronic devices, or any other goods related to any education, training, or instruction, or an agreement for educational services or a course of instruction).
\$		<u>Total amount of refund</u>

Hypothetical Example (e.g. where the student has attended 50% of the total class hours he or she has paid for):

\$7650.00 (total tuition paid) amount paid multiplied by 50% of the 270 total course hours) equals \$3,825.00 (the initial refund amount), less registration fee and adjustment for materials/equipment, equals the total refund amount

or

$$\$7,650 \times \frac{135 \text{ hours}}{270 \text{ hours}} \text{ or } \frac{1}{2} \text{ or } 50\% = \underline{3,825.00} - \$225 = \underline{\$3,600.00} \text{ -Total Refund}$$

- Recruitment is conducted in English only.

For determining the amount of a refund the date of the student's withdrawal is the last date of recorded attendance. For determining when the refund must be paid, withdrawal is at the end of the three-week period. The institution's termination of the student's enrollment agreement or the student's failure to attend class does not change or mitigate the institution's obligation to make a pro rata refund to the student.

CANCELLATION AFTER COMPLETING 60% OF A SEMESTER WILL RESULT IN NO REFUND FOR THE REST OF THAT SEMESTER.

If the student had received federal financial aid funds, the student is entitled to a refund of monies not paid from federal student financial aid program funds. If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student defaults on a federal or state student loan, both the following may occur: (1) The federal or state government agency may take action against the student, including garnishing an income tax refund; and (2) The student may not be eligible for any other government financial assistance at another institution until the loan is repaid.

Change in the day or time when the class is offered after the student has enrolled in the course.

A full refund must be offered the student who does not consent to a change of day any class is offered to a day when the student is not scheduled to attend the institution or to a time that is outside the range of time the student is scheduled to attend on the day for which the change in time is proposed.

Change of location of the class instruction after the student has enrolled in the course.

A full refund must be offered the student if the institution moves the class instruction more than 5 miles from the location of instruction at the time of enrollment unless: (1) The institution disclosed orally and clearly and conspicuously in writing to each student before enrollment that the location of instruction will change after the course begins and the address of the proposed location, or (2) The institution applies for and the Bureau grants approval to the change in location.

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