Southern California Health Institute 5644 Vineland Avenue, North Hollywood. CA 91601



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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2021 & 2022

Personal Fitness Trainer/Health & Wellness Professional – 36 weeks

On-Time Completion Rates (Graduation Rates)

Includes data for the 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
2022	20	20	15	75%
2021	18	18	14	78%

Student's Initials: _____Date: _____ Initial only after you have had sufficient time to read and understand the information.

Students Completing Within 150% of the Published Program Length

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2022	20	20	0	0
2021	18	18	0	0

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



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Job Placement Rates (includes data for the 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
2022	20	15	13 10		76%
2021	18	14	12	9	75%

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. Please contact mariama@sochi.edu in Career Services for this information.

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

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	
2022	1	9	10
2021	2	7	9

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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
2022	10	0	10
2021	3	6	9

Single Position vs. Concurrent Aggregated Position

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2022	9	10
2021	6	9

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
2022	1	10
2021	0	9

Student's Initials: _____Date: _____ Initial only after you have had sufficient time to read and understand the information.



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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.

<u>Licensure Examination</u> <u>Passage Rates (includes data</u> <u>for the two calendar years</u> <u>prior to reporting</u>

Calendar Year	Number of Graduates	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available	Passage Rate
2022	N/A	N/A	N/A	N/A	N/A
2021	N/A	N/A	N/A	N/A	N/A

This program is individually regulated by municipality and there is no statewide licensure, only a voluntary certification.

 Student's Initials:
 Date:

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

 Page 4 of 9



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

Annual salary and wages reported for graduates employed in the field.

Calendar	Graduates	Graduates	\$20,001	\$35,001	\$40,001	\$45,001	No Salary
Year	Available for	Employed in	-	-	-	-	Information
	Employment	Field	\$25,000	\$40,000	\$45,000	\$50,000	Reported
2022	13	10		0	0	00	10
2021	12	9		0	0	0	9

A list of sources used to substantiate salary disclosures is available from the school. Please contact mariama@sochi.edu in Career Services for this information.

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 2021 **\$17,195.00**. Total charges for the program for students completing on-time in 2022: **\$17,195.00**. Additional charges may be incurred if the program is not completed on-time.

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

Federal Student Loan Debt

Most recent three	The percentage of	The average amount of	The percentage of
year cohort default	enrolled students in	federal student loan debt	graduates in 2021-
rate, as reported by	2021-22 receiving	of 2021-22 graduates	22 who took out
the United State	federal student loans	who took out federal	federalstudent
Department of	to pay for this	student loans at this	loans to pay for
Education. ¹	program.	institution.	this program
0	84%	\$9600.00	89%

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ Date: _____ Initial only 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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (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 within150% 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.

- "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.

Southern California Health Institute 5644 Vineland Avenue, North Hollywood. CA 91601





STUDENTS RIGHT TO CANCEL & THE INSTITUTIONAL REFUND POLICY

"STUDENT RIGHT TO CANCEL": A student has the right to cancel the enrollment agreement they signed for a program through attendance at the first class day or the seventh day after enrollment, whichever is later to receive a full refund of charges. The notice of cancellation need not take any particular form, and, however expressed, it is effective if it shows that a student no longer wishes to be bound by the enrollment agreement. However, if a student attended at least one day, in the cancellation period, and did not return to class he/she will be treated as a cancel as it relates to the refund policy and all monies will be returned. If a student is a "no show", meaning they enrolled and never attended a single day of class he/she will also be treated as a no-show as it relates to the refund policy and all monies will be refunded. In both of these instances a formal notice is not required. The student can either no show, stop attending in the first 5 class days or notify admissions verbally that he or she wishes to cancel this enrollment agreement before the end of the cancellation period.

Institutional Refund Policy: If a student drops or withdraws from a program at Southern California Health Institute before completion, tuition refunds will apply as follows:

Students who withdraw from school or stop attending within the first five (5) days of scheduled classes will receive a full refund for tuition and fees.

For refund calculations of tuition and fees, students who withdraw from the program prior to completing sixty percent (60%) of the program will be refunded tuition on a pro rata basis relating to the time enrolled until the last date of attendance. However, if a student withdraws from the institution after completing sixty percent (60%) of the program, no refund will be due them and the tuition cost of the program period will be the student's responsibility.

The students last date of attendance (LDA) will be used to perform the refund calculation and all refunds will be made within 45 days of the date of determination (DOD). The DOD is the date which the student either gave notice to the institution of his/her withdrawal or the date which the institution itself determined that the student will no longer be attending.

If a student does not return from an approved leave of absence, then the last date of attendance will be used as the withdrawal date. Also, if a student does not attend class for fourteen (14) consecutive days, on the 15th day of non-attendance the student will be unofficially withdrawn as of the last date attended.

SOCHi is required to be licensed by BPPE and the state mandates a cancellation and refund policy, the institution must demonstrate compliance with that policy as well as with any unique requirements of ACCET's refund policy. The institution compared and analyzed its institutional refund policy with the state's refund policy and with ACCET's refund policy. The institution determined that because all of SOCHi's programs have a less than 12 month period of financial obligation and because the Institution's policy is always more favorable to the student when compared with ACCET or BPPE, that the institutional refund policy will always be implemented and followed as per the footnote of ACCET's policy on Document 31. Sample calculations of the three policies at different periods of enrollment are available in the Office of Student Finance.

This policy applies to students who withdraw from the school, either officially or unofficially, or are administratively dismissed. Tuition and fee refunds for these students are determined according to the following policy:

The term "Title IV Funds" refers to the Federal Financial Aid programs authorized under the higher education act of 1965 (as amended) and the following programs: Unsubsidized Stafford Loans, Subsidized Stafford Loans, Federal Plus Loans, Federal PELL Grants, Academic Competitiveness Grants (ACG), National Smart Grants, and Federal Supplemental Educational Opportunity Grants (FSEOG).

A student's withdrawal date is the earlier of the date the student began the school's withdrawal process (as described in the Southern California Health Institute catalog) or officially notified the Campus Director of intent to withdraw; or fourteen (14) consecutive days after a student ceases attending scheduled classes without notifying the school. Note: medical withdrawals and the return of Title IV funds - students who are granted medical withdrawal are treated in the same manner as students who withdraw from the institute.

See school catalog for detailed explanation. Refund calculation examples are available in the student finance office.



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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2021 & 2022

Advanced Professional Massage Therapy Program – 37 weeks

On-Time Completion Rates (Graduation Rates)

Includes data for the 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
2022	77	74	51	68.92%
2021	56	56	39	69.64%

Student's Initials: ______Date: _____ Initial only after you have had sufficient time to read and understand the information.

Students Completing Within 150% of the Published Program Length

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2022	77	74	0	0
2021	56	56	0	0

Student's Initials: _____Date: _____ Initial only after you have had sufficient time to read and understand the information.

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Job Placement Rates (includes data for the 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
2022	77	51	48	34	70%
2021	56	56	35	26	74.29%

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. Please contact mariama@sochi.edu in Career Services for this information.

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

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	
2022	6	28	34
2021	14	12	26



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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
2022	34	0	34
2021	21	5	26

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2022	25	34
2021	16	26

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
2022	0	34
2021	0	26

Student's Initials: _____Date: ____

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

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Southern California Health Institute

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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. ٠
- 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.

Calendar Year	Number of Graduates	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available	Passage Rate
2022	N/A	N/A	N/A	N/A	N/A
2021	N/A	N/A	N/A	N/A	N/A

This program is individually regulated by municipality and there is no statewide licensure, only a voluntary certification.

Student's Initials: Date: Initial only 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)

Annual salary and wages reported for graduates employed in the field.

Calendar	Graduates	Graduates	\$20,001	\$35,001	\$40,001	\$45,001	No Salary
Year	Available for	Employed in	-	-	-	-	Information
	Employment	Field	\$25,000	\$40,000	\$45,000	\$50,000	Reported
2022	48	34	0	0	0	0	34
2021	35	26	0	0	0	0	26

A list of sources used to substantiate salary disclosures is available from the school. Please contact mariama@sochi.edu in Career Services for this information.

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 2021: **\$16,165.00**. Total charges for the program for students completing on-time in 2022: **\$16,165.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: Date:

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

Federal Student Loan Debt

Most recent three year cohort default	The percentage of enrolled students in	The average amount of federal student loan debt	The percentage of graduates in 2021-
rate, as reported by	2021-22 receiving	of 2021-22 graduates	22 who took out
the United State	federal student loans	who took out federal	federal student
Department of	to pay for this	student loans at this	loans to pay for
Education. ¹	program.	institution.	this program.
%0	89%	\$9600.00	84%

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

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Student's Initials: Date:

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

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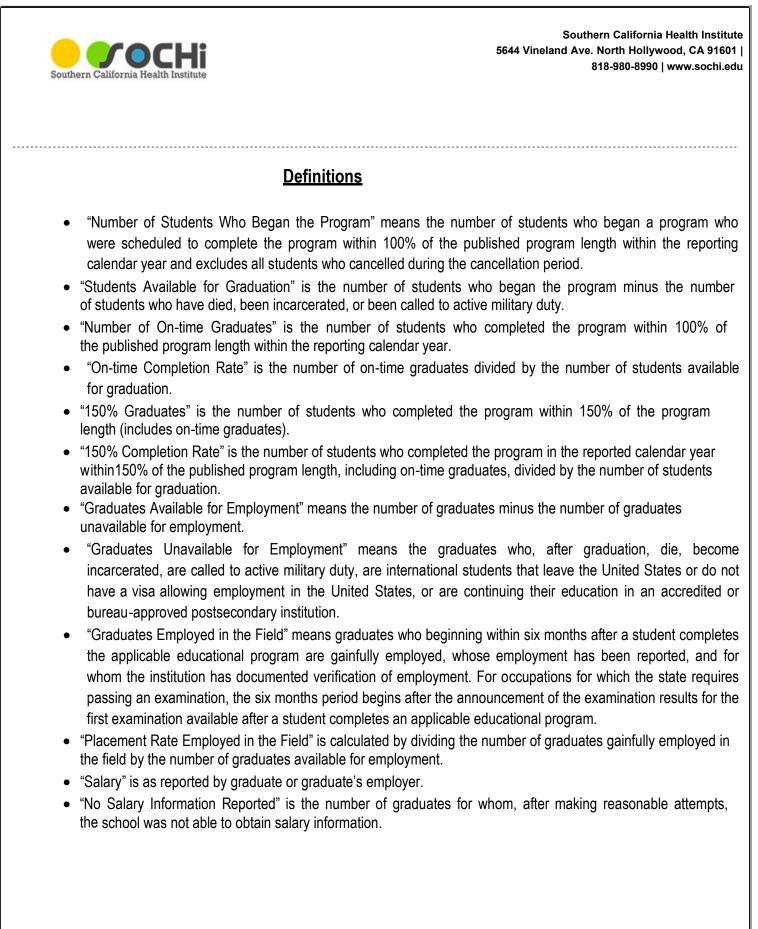
Student Name - Print

Student Signature

Date

School Official

Date





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STUDENTS RIGHT TO CANCEL & THE INSTITUTIONAL REFUND POLICY

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For refund calculations of tuition and fees, students who withdraw from the program prior to completing sixty percent (60%) of the program will be refunded tuition on a pro rata basis relating to the time enrolled until the last date of attendance. However, if a student withdraws from the institution after completing sixty percent (60%) of the program, no refund will be due them and the tuition cost of the program period will be the student's responsibility.

The students last date of attendance (LDA) will be used to perform the refund calculation and all refunds will be made within 45 days of the date of determination (DOD). The DOD is the date which the student either gave notice to the institution of his/her withdrawal or the date which the institution itself determined that the student will no longer be attending.

If a student does not return from an approved leave of absence, then the last date of attendance will be used as the withdrawal date. Also, if a student does not attend class for fourteen (14) consecutive days, on the 15th day of non-attendance the student will be unofficially withdrawn as of the last date attended.

SOCHi is required to be licensed by BPPE and the state mandates a cancellation and refund policy, the institution must demonstrate compliance with that policy as well as with any unique requirements of ACCET's refund policy. The institution compared and analyzed its institutional refund policy with the state's refund policy and with ACCET's refund policy. The institution determined that because all of SOCHi's programs have a less than 12 month period of financial obligation and because the Institution's policy is always more favorable to the student when compared with ACCET or BPPE, that the institutional refund policy will always be implemented and followed as per the footnote of ACCET's policy on Document 31. Sample calculations of the three policies at different periods of enrollment are available in the Office of Student Finance.

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A student's withdrawal date is the earlier of the date the student began the school's withdrawal process (as described in the Southern California Health Institute catalog) or officially notified the Campus Director of intent to withdraw; or fourteen (14) consecutive days after a student ceases attending scheduled classes without notifying the school.

Note: medical withdrawals and the return of Title IV funds - students who are granted medical withdrawal are treated in the same manner as students who withdraw from the institute.

See school catalog for detailed explanation. Refund calculation examples are available in the student finance office.



SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

Medical Assistant Program – 36 weeks

On-Time Completion Rates (Graduation Rates)

Includes data for the 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
2022	35	32	22	69%
2021	64	64	55	85.94%

Student's Initials: ______Date: _____ Initial only after you have had sufficient time to read and understand the information.

Students Completing Within 150% of the Published Program Length

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2022	35	32	0	0%
2021	64	64	0	0%

Student's Initials: _____Date: _____ Initial only after you have had sufficient time to read and understand the information.

Page 1 of 7



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

Calendar	Number of	Number of	Graduates	Graduates	Placement Rate %
Year	Students Who	Graduates	Available for Employment	Employed in the Field	Employed in the Field
	Began		.		
	Program				
2021	64	55	47	34	72.34%
2022	35	22	19	14	73%

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. Please contact mariama@sochi.edu in Career Services for this information.

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

	<u></u>		
Calendar Year	Graduate 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
2021	0	34	34
2022	0	14	14

Part-Time vs. Full-Time Employment

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
2021	34	0	34
2022	14	0	14

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Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Employed or Working Freel	Total Graduates Employed in the Field
2021	None	34
2022	N/A	14

Institutional Employment

Calendar Year	Graduates Employed in the Field Employed by the Institution, and Owned by the Institution, or an E who Shares Ownership with Institution.	Total Graduates Employed in the Field	
2021	0		34
2022	0	14	

Student's Initials: _____Date: ____

Initial only 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)

Annual salary and wages reported for graduates employed in the field.

Calendar	Graduates	Graduates	\$20,001	\$35,001	\$40,00	1 \$45,001	No Salary
Year	Available for	Employed in	-	-	-	-	Information
	Employment	Field	\$25,000	\$40,000	\$45,00	0 \$50,000	Reported
2021	47	34	0	0		0	34
2022	19	14	0	0		0	14

A list of sources used to substantiate salary disclosures is available from the school. Please contact mariama@sochi.edu in Career Services for this information.

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 2021: **\$16,495.00**. Total charges for the program for students completing on-time in 2022: **\$16,495.00**. Additional charges may be incurred if the program is not completed on-time.

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

Federal Student Loan Debt

Most recent three	The percentage of	The average amount of	The percentage of
year cohort default	enrolled students in	federal student loan debt	graduates in 2019-
rate, as reported by	2019-20 receiving	of 2019 -20 graduates	20 who took out
the United State	federal student loans	who took out federal	federal student
Department of	to pay for this	student loans at this	loans to pay for
Education. ¹	program.	institution.	this program
0%	89%	\$9600.00	84%

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

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Southern California Health Institute	<u>Passage Rates (includes data</u> <u>for the two calendar years</u> <u>prior to reporting</u>					
Calendar Year	Number of Graduates	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate	
2021	N/A	N/A	N/A	N/A	N/A	
2022	N/A	N/A	N/A	N/A	N/A	

This program does not lead to licensure.

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

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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.
- "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.



STUDENTS RIGHT TO CANCEL & THE INSTITUTIONAL REFUND POLICY

"STUDENT RIGHT TO CANCEL": a student has the right to cancel the enrollment agreement they signed for a program, until midnight of the fifth business day after the first class, to receive a full refund of all charges. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds. All refunds will be made within 45 days. If the student was issued non-refundable equipment and/or supplies, the cost of such items will be deducted from any refund that may be due them, however, not to exceed \$200.00 for the nonrefundable registration fee only. If a student is a "no show", meaning they enrolled and never attended a single day of class he/she will also be treated as a cancel as it relates to the refund policy.

"Institutional Refund Policy":

If a student drops or withdraws from a program at Southern California Health Institute before completion, tuition refunds will apply as follows:

Students who withdraw from school or stop attending within the first five (5) days of scheduled classes will receive a full refund for tuition and fees.

Refund calculations of tuition and fees, for students who withdraw from the program prior to completing sixty percent (60%) of the program, will be refunded tuition on a pro rata basis relating to the time enrolled until the last date of attendance. However, if a student withdraws from the institution after completing sixty percent (60%) of the program, no refund will be due them and the tuition cost of the program period will be the student's responsibility.

The students last date of attendance (LDA) will be used to perform the refund calculation and all refunds will be made within 45 days of the date of determination (DOD). The DOD is the date which the student either gave notice to the institution of his/her withdrawal or the date which the institution itself determined that the student will no longer be attending. If a student does not return from an approved leave of absence, then the last date of attendance will be used as the withdrawal date. Also, if a student does not attend class for fourteen (14) consecutive days, on the 15th day of non-attendance the student will be unofficially withdrawn as of the last date attended.

SOCHi is required to be licensed by BPPE and the state mandates a cancellation and refund policy, the institution must demonstrate compliance with that policy as well as with any unique requirements of ACCET's refund policy. The institution compared and analyzed its institutional refund policy with the state's refund policy and with ACCET's refund policy. The institution determined that because all of SOCHi's programs have a less than 12- month period of financial obligation, and because the Institution's policy is always more favorable to the student when compared with ACCET or BPPE, that the institutional refund policy will always be implemented and followed as per the footnote of ACCET's policy on Document 31. Sample calculations of the three policies at different periods of enrollment are available in the Office of Student Finance. This policy applies to students who withdraw from the school, either officially or unofficially, or are administratively dismissed. Tuition and fee refunds for these students are determined according to the following policy: The term "Title IV Funds" refers to the Federal Financial Aid programs authorized under the higher education act of 1965 (as amended) and the following programs: Unsubsidized Stafford Loans, Subsidized Stafford Loans, Federal Plus Loans, Federal PELL Grants, Academic Competitiveness Grants (ACG), National Smart Grants, and Federal Supplemental Educational Opportunity Grants (FSEOG).

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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2021 & 2022

_ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _

Medical Billing and Coding Specialist Program – 37 weeks

On-Time Completion Rates (Graduation Rates)

Includes data for the 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
2022	38	38	29	72%
2021	52	52	46	88%

Student's Initials: ______Date: _____ Initial only after you have had sufficient time to read and understand the information.

Students Completing Within 150% of the Published Program Length

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2022	38	38	0	0%
2021	52	52	0	0

Student's Initials: _____Date: _____ Initial only after you have had sufficient time to read and understand the information.

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Job Placement Rates (includes data for the 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
2022	38	29	25	18	72%
2021	52	46	36	26	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. Please email mariama@sochi.edu for this information.

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

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	
2022	2	16	18
2021	0	26	26

<u>Licensure Examination</u> <u>Passage Rates (includes data</u> <u>for the two calendar years</u> prior to reporting

Calendar Year	Number of Graduates N/A	Number Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available	Passage Rate
2021	N/A	N/A	N/A	Exam	
This program is individua	ally regulated by municipali	ty and N/A	N/A	N/A	N/A N/A
	ensure only a voluntary cer	/		N/A	N/A

there is no statewide licensure, only a voluntary certification.



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
2022	18	0	18
2021	26	0	26

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2022	0	18
2021	0	26

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
2022	0	18
2021	0	26

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

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)

Graduates Graduates Calendar \$20.001 \$35,001 No Salary \$40,001 | \$45,001 | Available for Information Year **Employed** in \$25,000 \$40,000 Field \$45,000 \$50,000 Employment Reported 2022 25 18 18 0 0 0 0 2021 36 26 26 0 0 0 0

Annual salary and wages reported for graduates employed in the field.

A list of sources used to substantiate salary disclosures is available from the school. Please email mariama@sochi.edu for this information.

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 2021: \$16,795.00. Total charges for the program for students completing on-time in 2022: \$16,795.00. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: Date:

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



Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of	The percentage of enrolled students in 2020-21 receiving federal student loans to pay for this	The average amount of federal student loan debt of 2020-21 graduates who took out federal student loans at this	21 with federal student loans as calculated by the
Education. ¹	program.	institution.	institution.
0	89%	\$9600.00	84%

¹The percentage of students who defaulted on their federal student loans s called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

Student's Initials: _____ Date: _____ Initial only 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 1747 N. Market Blvd., Ste 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (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. Revised: January 28, 2020 "
- "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.

Southern California Health Institute



------ 5644 Vineland Ave. North Hollywood, CA 91601

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STUDENTS RIGHT TO CANCEL & THE INSTITUTIONAL REFUND POLICY

"STUDENT RIGHT TO CANCEL": a student has the right to cancel the enrollment agreement they signed for a program up through attendance at the first class session or the seventh day after enrollment, whichever is later, to receive a full refund of all charges. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds. All refunds will be made within 45 days. If the student was issued non-refundable equipment and/or supplies, the cost of such items will be deducted from any refund that may be due them, however, not to exceed \$200.00 for the nonrefundable registration fee only. If a student is a "no show", meaning they enrolled and never attended a single day of class he/she will also be treated as a cancel as it relates to the refund policy.

"**INSTITUTIONAL REFUND POLICY**": If a student drops or withdraws from a program at Southern California Health Institute before completion, tuition refunds will apply as follows:

Students who withdraw from school or stop attending within the first five (5) days of scheduled classes will receive a full refund for tuition and fees.

For refund calculations, there are two periods in each program; the first is from the first day of the program until the midpoint of the program, and the second period is from the midpoint of the program until the anticipated graduation day. Students who withdraw from the program prior to completing sixty percent (60%) of either the first or second period will be refunded on a pro rata basis relating to the time enrolled until the last date of attendance. However, if a student withdraws from the institution after completing sixty percent (60%) of the first or the second period, no refund will be due them and the cost of either period will be the student's responsibility.

The students last date of attendance (LDA) will be used to perform the refund calculation and all refunds will be made within 45 days of the date of determination (DOD). The DOD is the date which the student either gave notice to the institution of his/her withdrawal or the date which the institution itself determined that the student will no longer be attending.

If a student attended 50% or more of the class(s) that he/she were scheduled to attend at the time of their withdrawal, the student will be charged for the full cost of the class(s).

If a student does not return from an approved leave of absence, then the last date of attendance will be used as the withdrawal date. Also, if a student does not attend class for fourteen (14) consecutive days, on the 15th day of non-attendance the student will be unofficially withdrawn as of the last date attended.

As required by ACCET, the state organization's (BPPE) refund policy and ACCET's refund policy must be compared side by side in the instance of cancellation or withdrawal and the one that is more lenient to the student must be applied.

This policy applies to students who withdraw from the school, either officially or unofficially, or are administratively dismissed. Tuition and fee refunds for these students are determined according to the following policy:

The term "Title IV Funds" refers to the Federal Financial Aid programs authorized under the higher education act of 1965 (as amended) and the following programs: Unsubsidized Stafford Loans, Subsidized Stafford Loans, Federal PLUS Loans, Federal PELL Grants, Academic Competitiveness Grants (ACG), National Smart Grants, and Federal Supplemental Educational Opportunity Grants (FSEOG).

A student's withdrawal date is the earlier of the date the student began the school's withdrawal process (as described in the Southern California Health Institute catalog) or officially notified the Campus President of intent to withdraw; or fourteen (14) consecutive days after a student ceases attending scheduled classes without notifying the school.

See school catalog for detailed explanation. Refund calculation examples are available in the student finance office.

Southern California Health Institute



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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2021 & 2022

Physical Therapy Aide Program – 38 weeks

On-Time Completion Rates (Graduation Rates)

Includes data for the 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
2022	39	39	29	74%
2021	36	36	29	80.56%

Student's Initials: _____Date: _____ Initial only after you have had sufficient time to read and understand the information.

Students Completing Within 150% of the Published Program Length

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2022	39	39	0	0%
2021	36	36	0	0

Student's Initials: _____Date: _____ Initial only after you have had sufficient time to read and understand the information.



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Job Placement Rates (includes data for the 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
2022	39	29	25	18	72%
2021	36	29	24	18	75%

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. Please contact mariama@sochi.edu in Career Services for this information.

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

Calendar Year	Graduate 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
2022	6	12	18
2021	6	12	18

Southern California Health Institute



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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
2022	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
2022	1	17
2021	4	18

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
2022	0	18
2021	0	18

Student's Initials: _____ Date: ____

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





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.



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-

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

Annual salary and wages reported for graduates employed in the field.

Calendar	Graduates	Graduates	\$20,001	\$35,001	\$40,001	\$45,001	No Salary
Year	Available for	Employed in	-	-	-	-	Information
	Employment	Field	\$25,000	\$40,000	\$45,000	\$50,000	Reported
2022	25	18	0	0	0	0	18
2021	24	18	0	0	0	0	18

A list of sources used to substantiate salary disclosures is available from the school. Please contact mariama@sochi.edu in Career Services for this information.

Student's Initials: _____Date: ____

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

<u>Licensure Examination</u> <u>Passage Rates (includes data</u> <u>for the two calendar years</u> <u>prior to reporting</u>

Calendar Year	Number of Graduates	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2022	N/A	N/A	N/A	N/A	N/A
2021	N/A	N/A	N/A	N/A	N/A

This program is invididually regulated by municipality and there is no statewide licensure, only a voluntary certification.

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



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Cost of Educational Program

Total charges for the program for students completing on-time in 2021: **\$16,645.00**. Total charges for the program for students completing on-time in 2022: **\$16,645.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____Date: _____ Initial only after you have had sufficient time to read and understand the information.

Federal Student Loan Debt

Most recent three	The percentage of	The average amount of	The percentage of
year cohort default	enrolled students in	federal student loan debt	graduates in 2021-
rate, as reported by	2021-22 receiving	of 2021-22 graduates	22 who took out
the United State	federal student loans	who took out federal	federal student loans
Department of	to pay for this	student loans at this	to pay for this
Education. ¹	program.	institution.	program
0	89%	\$9600.00	84%

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

Student's Initials: Date:

Initial only 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

Page 6 of 10



information as calculated pursuant to state law.

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Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd, Ste 225 Sacramento, 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Student Name - Print

Student Signature

Date

School Official

Date

Southern California Health Institute



5644 Vineland Ave. North Hollywood, CA 91601 | 818-980-8990 | www.sochi.edu

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.
- "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.

Southern California Health Institute



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STUDENTS RIGHT TO CANCEL & THE INSTITUTIONAL REFUND POLICY

"STUDENT RIGHT TO CANCEL": A student has the right to cancel the enrollment agreement they signed for a program through attendance at the first class day or the seventh day after enrollment, whichever is later to receive a full refund of charges. The notice of cancellation need not take any particular form, and, however expressed, it is effective if it shows that a student no longer wishes to be bound by the enrollment agreement. However, if a student attended at least one day, in the cancellation period, and did not return to class he/she will be treated as a cancel as it relates to the refund policy and all monies will be returned. If a student is a "no show", meaning they enrolled and never attended a single day of class he/she will also be treated as a no-show as it relates to the refund policy and all monies will be refunded. In both of these instances a formal notice is not required. The student can either no show, stop attending in the first 5 class days or notify admissions verbally that he or she wishes to cancel this enrollment agreement before the end of the cancellation period.

Institutional Refund Policy: If a student drops or withdraws from a program at Southern California Health Institute before completion, tuition refunds will apply as follows:

Students who withdraw from school or stop attending within the first five (5) days of scheduled classes will receive a full refund for tuition and fees.

For refund calculations of tuition and fees, students who withdraw from the program prior to completing sixty percent (60%) of the program will be refunded tuition on a pro rata basis relating to the time enrolled until the last date of attendance. However, if a student withdraws from the institution after completing sixty percent (60%) of the program, no refund will be due them and the tuition cost of the program period will be the student's responsibility.

The students last date of attendance (LDA) will be used to perform the refund calculation and all refunds will be made within 45 days of the date of determination (DOD). The DOD is the date which the student either gave notice to the institution of his/her withdrawal or the date which the institution itself determined that the student will no longer be attending.

If a student does not return from an approved leave of absence, then the last date of attendance will be used as the withdrawal date. Also, if a student does not attend class for fourteen (14) consecutive days, on the 15th day of non-attendance the student will be unofficially withdrawn as of the last date attended.

SOCHi is required to be licensed by BPPE and the state mandates a cancellation and refund policy, the institution must demonstrate compliance with that policy as well as with any unique requirements of ACCET's refund policy. The institution compared and analyzed its institutional refund policy with the state's refund policy and with ACCET's refund policy. The institution determined that because all of SOCHi's programs have a less than 12 month period of financial obligation and because the Institution's policy is always more favorable to the student when compared with ACCET or BPPE, that the institutional refund policy will always be implemented and followed as per the footnote of ACCET's policy on Document 31. Sample calculations of the three policies at different periods of enrollment are available in the Office of Student Finance.

This policy applies to students who withdraw from the school, either officially or unofficially, or are administratively dismissed. Tuition and fee refunds for these students are determined according to the following policy:

The term "Title IV Funds" refers to the Federal Financial Aid programs authorized under the higher education act of 1965 (as amended) and the following programs: Unsubsidized Stafford Loans, Subsidized Stafford Loans, Federal Plus Loans, Federal PELL Grants, Academic Competitiveness Grants (ACG), National Smart Grants, and Federal Supplemental Educational Opportunity Grants (FSEOG).

A student's withdrawal date is the earlier of the date the student began the school's withdrawal process (as described in the Southern California Health Institute catalog) or officially notified the Campus Director of intent to withdraw; or fourteen (14) consecutive days after a student ceases attending scheduled classes without notifying the school. Note: medical withdrawals and the return of Title IV funds - students who are granted medical withdrawal are treated in the same manner as students who withdraw from the institute.

See school catalog for detailed explanation. Refund calculation examples are available in the student finance office.