

**SCHOOL PERFORMANCE FACT SHEET  
CALENDAR YEARS 2023 & 2024**

**Executive Business English**  
**Program Length based on a 12-week open enrollment program**

**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
2024	15	15	15	100%
2023	12	12	12	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 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
2024	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA

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.

**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	Total Graduates Employed in the Field
2024	NA	NA	NA
2023	NA	NA	NA

**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
2024	NA	NA	NA
2023	NA	NA	NA

**Self-Employed / Freelance Positions**

<b>Calendar Year</b>	<b>Graduates Employed who are Self-Employed or Working Freelance</b>	<b>Total Graduates Employed in the Field</b>
2024	NA	NA
2023	NA	NA

**Institutional Employment**

<b>Calendar Year</b>	<b>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.</b>	<b>Total Graduates Employed in the Field</b>
2024	NA	NA
2023	NA	NA

**Student's Initials:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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

**License Examination Passage Rates (includes data for the two calendar years prior to reporting)**

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2024	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA

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

**Student's Initials:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Initial only after you have 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 Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001	\$35,001	\$40,001	\$45,001	No Salary Information Reported
			- \$25,000	- \$40,000	- \$45,000	- \$50,000	
2024	NA	NA	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA	NA	NA

**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 2024: **\$11520 based on 12 weeks open enrollment.**  
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2023: **\$9120 based on 12 weeks open enrollment.**  
Total charges may be higher for students that do not complete on time.

**Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_**

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

**Federal Student Loan Debt**

Students at **Converse International School of Languages** are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

**Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_**

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

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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, Suite 225, Sacramento, CA 95834, [www.bppe.ca.gov](http://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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## **STUDENT'S RIGHT TO CANCEL**

You have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. A student wishing to cancel or withdraw from the school and receive a refund should send their notice of cancellation or withdrawal to the school's address or by email to the School Director.

1. If you cancel your course prior to the first day of class, you will receive a full refund of all tuition charges minus your \$150 registration fee or any other non-refundable fees (e.g. SEVIS, express mail).
2. If you cancel your course after the start date of your classes, you will obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.
3. If you cancel your course after the first four weeks and you stop your classes before you have completed 60% of your course, you will receive a refund for the unused portion of the tuition. A \$250 cancellation fee will apply.
4. All tuition refund calculations are based upon minimum units of one week. This means that a refund is only effective as of the first Monday of the period you are cancelling. Here is an example: If you tell the school on a Wednesday that you want to cancel your course immediately, the cancellation will only be effective as of the next Monday.
5. In the case of private lessons, one week prior notice is required to cancel your lessons. Here is an example: If you tell the school on a Tuesday that you want to cancel your private lessons, the cancellation will only be effective as of the following Tuesday and you will be charged for all of your scheduled private lessons from the day that you cancel (Tuesday) until the day that your cancellation becomes effective (the next Tuesday).
6. If the school cancels or discontinues a course, the school will make a full refund of all tuition you have paid for that course.
7. If you change your course after it begins, there will be a \$250 change fee. This does not include additions or extensions.

All refunds will be made within 45 days of a student's cancellation or withdrawal request. We can only pay refunds to the person or company from whom the funds originated.

The school does not participate in the State of California Student Tuition Recovery Fund.

### **Accommodations:**

- The accommodation deposit is \$250. This deposit will be used towards the accommodation costs.
- The \$75 Accommodation Placement Fee is non-refundable.
- There is a \$100 fee to change any accommodation after it has been confirmed if changed before move-in date.

- If you cancel your accommodation less than 30 days before your scheduled check in, your \$250 deposit will not be refunded.
- If you want to cancel your accommodations after check-in, a thirty-day advance notice is required. If you do not give a thirty-day advance notice, you must pay for the accommodations for those thirty days.

**Airport Pickup Fees:**

If you requested airport pickup, the airport pickup fee is not refundable unless you cancel the airport pickup at least 10 days before your scheduled arrival.

**Express Mail Charges:**

Express mail charges are not refundable.

**Extension of Courses:**

If you extend your courses or accommodations, each extension shall be considered a new enrollment for purposes of this refund policy.

**Payment of Refunds:**

Refunds will be paid within 45 calendar days of your request. We can only pay refunds to the person or company from whom the funds originated. To obtain a refund you must make a written request to the school.



**SCHOOL PERFORMANCE FACT SHEET**  
**CALENDAR YEARS 2024 & 2023**

**English Test Preparation: Cambridge English**  
**Program Length: 11-week course**

**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
2024	3	3	3	100%
2023	12	12	12	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 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
2024	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA

**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	Total Graduates Employed in the Field
2024	NA	NA	NA
2023	NA	NA	NA

**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
2024	NA	NA	NA
2023	NA	NA	NA

**Self-Employed / Freelance Positions**

<b>Calendar Year</b>	<b>Graduates Employed who are Self-Employed or Working Freelance</b>	<b>Total Graduates Employed in the Field</b>
2024	NA	NA
2023	NA	NA

**Institutional Employment**

<b>Calendar Year</b>	<b>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.</b>	<b>Total Graduates Employed in the Field</b>
2024	NA	NA
2023	NA	NA

**Student's Initials:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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

**License Examination Passage Rates (includes data for the two calendar years prior to reporting)**

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2024	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA

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

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

Initial only after you have 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 Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001	\$35,001	\$40,001	\$45,001	No Salary Information Reported
			-	-	-	-	
			\$25,000	\$40,000	\$45,000	\$50,000	
2024	NA	NA	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA	NA	NA

A list of sources used to substantiate salary disclosures is not available from the school.

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 2024: **\$4850 based on 11-week course.**  
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2023: **\$4850 based on 11-week course.**

Total charges may be higher for students that do not complete on time.

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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

## **Federal Student Loan Debt**

Students at **Converse International School of Languages** 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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\_\_\_\_\_  
Student Name - Print

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
School Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## **STUDENT'S RIGHT TO CANCEL**

You have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. A student wishing to cancel or withdraw from the school and receive a refund should send their notice of cancellation or withdrawal to the school's address or by email to the School Director.

8. If you cancel your course prior to the first day of class, you will receive a full refund of all tuition charges minus your \$150 registration fee or any other non-refundable fees (e.g. SEVIS, express mail).
9. If you cancel your course after the start date of your classes, you will obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.
10. If you cancel your course after the first four weeks and you stop your classes before you have completed 60% of your course, you will receive a refund for the unused portion of the tuition. A \$250 cancellation fee will apply.
11. All tuition refund calculations are based upon minimum units of one week. This means that a refund is only effective as of the first Monday of the period you are cancelling. Here is an example: If you tell the school on a Wednesday that you want to cancel your course immediately, the cancellation will only be effective as of the next Monday.
12. In the case of private lessons, one week prior notice is required to cancel your lessons. Here is an example: If you tell the school on a Tuesday that you want to cancel your private lessons, the cancellation will only be effective as of the following Tuesday and you will be charged for all of your scheduled private lessons from the day that you cancel (Tuesday) until the day that your cancellation becomes effective (the next Tuesday).
13. If the school cancels or discontinues a course, the school will make a full refund of all tuition you have paid for that course.
14. If you change your course after it begins, there will be a \$250 change fee. This does not include additions or extensions.

All refunds will be made within 45 days of a student's cancellation or withdrawal request. We can only pay refunds to the person or company from whom the funds originated.

The school does not participate in the State of California Student Tuition Recovery Fund.

### **Accommodations:**

- The accommodation deposit is \$250. This deposit will be used towards the accommodation costs.

- The \$75 Accommodation Placement Fee is non-refundable.
- There is a \$100 fee to change any accommodation after it has been confirmed if changed before move-in date.
- If you cancel your accommodation less than 30 days before your scheduled check in, your \$250 deposit will not be refunded.
- If you want to cancel your accommodations after check-in, a thirty-day advance notice is required. If you do not give a thirty-day advance notice, you must pay for the accommodations for those thirty days.

**Airport Pickup Fees:**

If you requested airport pickup, the airport pickup fee is not refundable unless you cancel the airport pickup at least 10 days before your scheduled arrival.

**Express Mail Charges:**

Express mail charges are not refundable.

**Extension of Courses:**

If you extend your courses or accommodations, each extension shall be considered a new enrollment for purposes of this refund policy.

**Payment of Refunds:**

Refunds will be paid within 45 calendar days of your request. We can only pay refunds to the person or company from whom the funds originated. To obtain a refund you must make a written request to the school.

**SCHOOL PERFORMANCE FACT SHEET  
CALENDAR YEARS 2024 & 2023**

**English Test Preparation: IELTS  
Program Length: 11-week course**

**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
2024	2	2	2	100%
2023	0	0	0	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 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	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA

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.



**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	Total Graduates Employed in the Field
2024	NA	NA	NA
2023	NA	NA	NA

**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
2024	NA	NA	NA
2023	NA	NA	NA

**Self-Employed / Freelance Positions**

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	NA	NA
2023	NA	NA

**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
2024	NA	NA
2023	NA	NA

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
2024	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA

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

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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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 Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001	\$35,001	\$40,001	\$45,001	No Salary Information Reported
			-	-	-	-	
			\$25,000	\$40,000	\$45,000	\$50,000	
2024	NA	NA	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA	NA	NA

A list of sources used to substantiate salary disclosures is available from the school.

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 2024: **\$4420 based on 11-week course.**  
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2023: **\$4420 based on 11-week course**  
Total charges may be higher for students that do not complete on time.

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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

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### **Federal Student Loan Debt**

Students at **Converse International School of Languages** 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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\_\_\_\_\_  
Student Name - Print

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Official

\_\_\_\_\_  
Date

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## STUDENT'S RIGHT TO CANCEL

You have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. A student wishing to cancel or withdraw from the school and receive a refund should send their notice of cancellation or withdrawal to the school's address or by email to the School Director.

1. If you cancel your course prior to the first day of class, you will receive a full refund of all tuition charges minus your \$150 registration fee or any other non-refundable fees (e.g. SEVIS, express mail).
2. If you cancel your course after the start date of your classes, you will obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.
3. If you cancel your course after the first four weeks and you stop your classes before you have completed 60% of your course, you will receive a refund for the unused portion of the tuition. A \$250 cancellation fee will apply.
4. All tuition refund calculations are based upon minimum units of one week. This means that a refund is only effective as of the first Monday of the period you are cancelling. Here is an example: If you tell the school on a Wednesday that you want to cancel your course immediately, the cancellation will only be effective as of the next Monday.
5. In the case of private lessons, one week prior notice is required to cancel your lessons. Here is an example: If you tell the school on a Tuesday that you want to cancel your private lessons, the cancellation will only be effective as of the following Tuesday and you will be charged for all of your scheduled private lessons from the day that you cancel (Tuesday) until the day that your cancellation becomes effective (the next Tuesday).
6. If the school cancels or discontinues a course, the school will make a full refund of all tuition you have paid for that course.
7. If you change your course after it begins, there will be a \$250 change fee. This does not include additions or extensions.

All refunds will be made within 45 days of a student's cancellation or withdrawal request. We can only pay refunds to the person or company from whom the funds originated.

The school does not participate in the State of California Student Tuition Recovery Fund.

**Accommodations:**

- The accommodation deposit is \$250. This deposit will be used towards the accommodation costs.
- The \$75 Accommodation Placement Fee is non-refundable.
- There is a \$100 fee to change any accommodation after it has been confirmed if changed before move-in date.
- If you cancel your accommodation less than 30 days before your scheduled check in, your \$250 deposit will not be refunded.
- If you want to cancel your accommodations after check-in, a thirty-day advance notice is required. If you do not give a thirty-day advance notice, you must pay for the accommodations for those thirty days.

**Airport Pickup Fees:**

If you requested airport pickup, the airport pickup fee is not refundable unless you cancel the airport pickup at least 10 days before your scheduled arrival.

**Express Mail Charges:**

Express mail charges are not refundable.

**Extension of Courses:**

If you extend your courses or accommodations, each extension shall be considered a new enrollment for purposes of this refund policy.

**Payment of Refunds:**

Refunds will be paid within 45 calendar days of your request. We can only pay refunds to the person or company from whom the funds originated. To obtain a refund you must make a written request to the school.

**SCHOOL PERFORMANCE FACT SHEET  
CALENDAR YEARS 2024 & 2023**

**Program Name: Intensive English**  
**Program Length: Based on a 12-week program with open enrollment**

**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
2024	52	52	52	100%
2023	33	33	33	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 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
2024	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA

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.

**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	Total Graduates Employed in the Field
2024	NA	NA	NA
2023	NA	NA	NA

**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
2024	NA	NA	NA
2023	NA	NA	NA

**Self-Employed / Freelance Positions**

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	NA	NA
2023	NA	NA

**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
2024	NA	NA
2023	NA	NA

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
2024	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA

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

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

Initial only after you have 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 Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001	\$35,001	\$40,001	\$45,001	No Salary Information Reported
			-	-	-	-	
			\$25,000	\$40,000	\$45,000	\$50,000	
2024	NA	NA	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA	NA	NA

A list of sources used to substantiate salary disclosures is available from the school.

**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 2024: **\$465 per week with open enrollment.**  
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2023: **\$465 per week with open enrollment**  
Total charges may be higher for students that do not complete on time.

**Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_**

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**Federal Student Loan Debt**

Students at **Converse International School of Languages** 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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Student Name - Print

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Student Signature

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School Official

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Date

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Date

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## **STUDENT'S RIGHT TO CANCEL**

You have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. A student wishing to cancel or withdraw from the school and receive a refund should send their notice of cancellation or withdrawal to the school's address or by email to the School Director.

8. If you cancel your course prior to the first day of class, you will receive a full refund of all tuition charges minus your \$150 registration fee or any other non-refundable fees (e.g. SEVIS, express mail).
9. If you cancel your course after the start date of your classes, you will obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.
10. If you cancel your course after the first four weeks and you stop your classes before you have completed 60% of your course, you will receive a refund for the unused portion of the tuition. A \$250 cancellation fee will apply.
11. All tuition refund calculations are based upon minimum units of one week. This means that a refund is only effective as of the first Monday of the period you are cancelling. Here is an example: If you tell the school on a Wednesday that you want to cancel your course immediately, the cancellation will only be effective as of the next Monday.
12. In the case of private lessons, one week prior notice is required to cancel your lessons. Here is an example: If you tell the school on a Tuesday that you want to cancel your private lessons, the cancellation will only be effective as of the following Tuesday and you will be charged for all of your scheduled private lessons from the day that you cancel (Tuesday) until the day that your cancellation becomes effective (the next Tuesday).
13. If the school cancels or discontinues a course, the school will make a full refund of all tuition you have paid for that course.
14. If you change your course after it begins, there will be a \$250 change fee. This does not include additions or extensions.

All refunds will be made within 45 days of a student's cancellation or withdrawal request. We can only pay refunds to the person or company from whom the funds originated.

The school does not participate in the State of California Student Tuition Recovery Fund.

### **Accommodations:**

- The accommodation deposit is \$250. This deposit will be used towards the accommodation costs.
- The \$75 Accommodation Placement Fee is non-refundable.

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- There is a \$100 fee to change any accommodation after it has been confirmed if changed before move-in date.
  - If you cancel your accommodation less than 30 days before your scheduled check in, your \$250 deposit will not be refunded.
  - If you want to cancel your accommodations after check-in, a thirty-day advance notice is required. If you do not give a thirty-day advance notice, you must pay for the accommodations for those thirty days.

**Airport Pickup Fees:**

If you requested airport pickup, the airport pickup fee is not refundable unless you cancel the airport pickup at least 10 days before your scheduled arrival.

**Express Mail Charges:**

Express mail charges are not refundable.

**Extension of Courses:**

If you extend your courses or accommodations, each extension shall be considered a new enrollment for purposes of this refund policy.

**Payment of Refunds:**

Refunds will be paid within 45 calendar days of your request. We can only pay refunds to the person or company from whom the funds originated. To obtain a refund you must make a written request to the school.

**SCHOOL PERFORMANCE FACT SHEET  
CALENDAR YEARS 2024 & 2023**

**Program Name: Standard English**  
**Program Length: Open enrollment**

**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
2024	84	84	84	100%
2023	120	120	120	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 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
2024	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA

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.

**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	Total Graduates Employed in the Field
2024	NA	NA	NA
2023	NA	NA	NA

**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
2024	NA	NA	NA
2023	NA	NA	NA

**Self-Employed / Freelance Positions**

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	NA	NA
2023	NA	NA

**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
2024	NA	NA
2023	NA	NA

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
2024	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA

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

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

Initial only after you have 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 Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001	\$35,001	\$40,001	\$45,001	No Salary Information Reported
			- \$25,000	- \$40,000	- \$45,000	- \$50,000	
2024	NA	NA	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA	NA	NA

**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 2024: **\$380 per week with open enrollment+ \$150 registration fee.**

Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2023: **\$380 per week with open enrollment+ \$150 registration fee.**

Total charges may be higher for students that do not complete on time.

**Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_**

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

**Federal Student Loan Debt**

Students at **Converse International School of Languages** are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

**Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_**

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



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\_\_\_\_\_  
Student Name - Print

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
School Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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## **STUDENT'S RIGHT TO CANCEL**

You have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. A student wishing to cancel or withdraw from the school and receive a refund should send their notice of cancellation or withdrawal to the school's address or by email to the School Director.

1. If you cancel your course prior to the first day of class, you will receive a full refund of all tuition charges minus your \$150 registration fee or any other non-refundable fees (e.g. SEVIS, express mail).
2. If you cancel your course after the start date of your classes, you will obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.
3. If you cancel your course after the first four weeks and you stop your classes before you have completed 60% of your course, you will receive a refund for the unused portion of the tuition. A \$250 cancellation fee will apply.
4. All tuition refund calculations are based upon minimum units of one week. This means that a refund is only effective as of the first Monday of the period you are cancelling. Here is an example: If you tell the school on a Wednesday that you want to cancel your course immediately, the cancellation will only be effective as of the next Monday.
5. In the case of private lessons, one week prior notice is required to cancel your lessons. Here is an example: If you tell the school on a Tuesday that you want to cancel your private lessons, the cancellation will only be effective as of the following Tuesday and you will be charged for all of your scheduled private lessons from the day that you cancel (Tuesday) until the day that your cancellation becomes effective (the next Tuesday).
6. If the school cancels or discontinues a course, the school will make a full refund of all tuition you have paid for that course.
7. If you change your course after it begins, there will be a \$250 change fee. This does not include additions or extensions.

All refunds will be made within 45 days of a student's cancellation or withdrawal request. We can only pay refunds to the person or company from whom the funds originated.

The school does not participate in the State of California Student Tuition Recovery Fund.

### **Accommodations:**

- The accommodation deposit is \$250. This deposit will be used towards the accommodation costs.

- The \$75 Accommodation Placement Fee is non-refundable.
- There is a \$100 fee to change any accommodation after it has been confirmed if changed before move-in date.
- If you cancel your accommodation less than 30 days before your scheduled check in, your \$250 deposit will not be refunded.
- If you want to cancel your accommodations after check-in, a thirty-day advance notice is required. If you do not give a thirty-day advance notice, you must pay for the accommodations for those thirty days.

**Airport Pickup Fees:**

If you requested airport pickup, the airport pickup fee is not refundable unless you cancel the airport pickup at least 10 days before your scheduled arrival.

**Express Mail Charges:**

Express mail charges are not refundable.

**Extension of Courses:**

If you extend your courses or accommodations, each extension shall be considered a new enrollment for purposes of this refund policy.

**Payment of Refunds:**

Refunds will be paid within 45 calendar days of your request. We can only pay refunds to the person or company from whom the funds originated. To obtain a refund you must make a written request to the school.

**SCHOOL PERFORMANCE FACT SHEET  
CALENDAR YEARS 2024 & 2023**

**Program Name: Private ESL Lessons**  
**Program Length: Based on one 50-minute lesson with open enrollment**

**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
2024	33	33	33	100%
2023	33	33	33	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 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	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA

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.

**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	Total Graduates Employed in the Field
2024	NA	NA	NA
2023	NA	NA	NA

**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
2024	NA	NA	NA
2023	NA	NA	NA

**Self-Employed / Freelance Positions**

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	NA	NA
2023	NA	NA

**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
2024	NA	NA
2023	NA	NA

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
2024	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA

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

Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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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 Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001	\$35,001	\$40,001	\$45,001	No Salary Information Reported
			-	-	-	-	
			\$25,000	\$40,000	\$45,000	\$50,000	
2024	NA	NA	NA	NA	NA	NA	NA
2023	NA	NA	NA	NA	NA	NA	NA

**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 2024: **\$95 per 50-minute lesson.**

Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2023: **\$95 per 50-minute lesson**

Total charges may be higher for students that do not complete on time.

**Student's Initials: \_\_\_\_\_ Date: \_\_\_\_\_**

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**Federal Student Loan Debt**

Students at **Converse International School of Languages** 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.

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\_\_\_\_\_  
Student Name - Print

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
School Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



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**Express Mail Charges:**

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If you extend your courses or accommodations, each extension shall be considered a new enrollment for purposes of this refund policy.

**Payment of Refunds:**

Refunds will be paid within 45 calendar days of your request. We can only pay refunds to the person or company from whom the funds originated. To obtain a refund you must make a written request to the school.

## Definitions

<sup>35</sup><sub>17</sub> “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.

<sup>35</sup><sub>17</sub> “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.

<sup>35</sup><sub>17</sub> “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.

<sup>35</sup><sub>17</sub> “On-time Completion Rate” is the number of on-time graduates divided by the number of students available for graduation.

<sup>35</sup><sub>17</sub> “150% Graduates” is the number of students who completed the program within 150% of the program length (includes on-time graduates).

<sup>35</sup><sub>17</sub> “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.

<sup>35</sup><sub>17</sub> “Graduates Available for Employment” means the number of graduates minus the number of graduates unavailable for employment.

<sup>35</sup><sub>17</sub> “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.

<sup>35</sup><sub>17</sub> “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.

<sup>35</sup><sub>17</sub> “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.

<sup>35</sup><sub>17</sub> “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.

<sup>35</sup><sub>17</sub> “First Available Exam Date” is the date for the first available exam after a student completed a program.

<sup>35</sup><sub>17</sub> “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.

<sup>35</sup><sub>17</sub> “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.

<sup>35</sup><sub>17</sub> “Salary” is as reported by graduate or graduate’s employer.

<sup>35</sup><sub>17</sub> “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.