Practical Applications Taught by Practicing Professionals

Virtual Design & Construction Institute
3904 Groton Street, Suite 200, San Diego CA 92110
(619) 758-9300
www.vdci.edu
learn@vdci.edu

SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2024 & 2025

BIM Technology Certificate - 290 Clock Hours

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	6	6	6	100.00%
2025	7	7	7	100.00%

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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2024	6	6	6	4	66.67%
2025	7	7	7	5	71.43%

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 learn@vdci.edu.

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2024	0	4	4
2025	1	4	5

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	4	0	4
2025	5	0	5

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	0	4
2025	0	5

Self-Employed / Freelance Positions

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	0	4
2025	0	5

Student's Initials:_____ Date:_____

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License Examination Passage Rates

Includes data for the two calendar years prior to reporting.

This Program does not lead to any state licensing examination. State licensure is not required to work in entry-level positions in the AEC field.

Calendar Year	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Pass-ed Exam	Number Who Failed Exam	Passage Rate
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	No Salary Information Reported	$25,001 - $30,000	$30,001 - $35,000
2024	6	4	2	0	0
2025	7	5	0	0	0

$35,001 - $40,000	$40,001 - $45,000	$45,001 - $50,000	$50,001 - $55,000	$55,001 - $60,000	$60,001 - $65,000
0	0	0	0	0	0
0	0	1	0	1	0

$65,001 - $70,000	$70,001 - $75,000	$75,001 - $80,000	$80,001 - $85,000	$85,001 - $90,000	$90,001+
1	0	0	0	1	0
0	0	2	0	0	1

A list of sources used to substantiate salary disclosures is available from the school. Please contact learn@vdci.edu.

Student's Initials:_____ Date:_____

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Cost of Educational Program

Total charges for the program for students completing on time in 2024: $5660
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2025: $5660
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

Calendar Year	Most recent three year cohort default rate (1)	The percentage of enrolled students in 2024/25 receiving federal student loans to pay for this program.	The percentage of graduates in 2024/25 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2024/25 graduates who took out federal student loans at this institution.
2024	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A

(1) As reported by the United State Department of Education. The 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.
Students at Virtual Design & Construction Institute 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.

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, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Student Name - Print		School Official Name - Print	
Student Signature	Date	School Official Signature	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-

"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

"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

"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

"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.

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STUDENT'S RIGHT TO CANCEL

Students may request a withdrawal and receive an applicable refund by contacting the Student Services team at learn@vdci.edu. Students should not contact their instructors with withdrawal requests.

Single-course students who cancel or withdraw from their training path will receive a full refund for their future, not yet accessed courses. Courses that have been scheduled and accessed cannot be cancelled, and withdrawal requests for those courses will not result in a refund.

Students who withdraw from a program will receive a pro rata refund as defined by the ACCET and BPPE policies. All program cancellations must be communicated by the 7th day of the program.

Students who were terminated due to violation of the VDCI Code of Conduct, including Inactive Unresponsive students, will not receive a refund for their current and scheduled course(s) but will receive a full refund for any future courses.

Refunds will be issued to the student within 45 days from the Date of Determination.

Cancellation and Refund Policy

Program student refunds are the greater refund after comparing the ACCET and BPPE calculations. The ACCET refund calculation type will be determined by the student's last day of attendance. The BPPE refund calculation type will be determined by the number of clock hours attended or scheduled to be attended.

ACCET Refund Policy

All Vocational Programs and avocational programs 300 clock hours or greater:

a. Refund amounts must be based on a student's last date of attendance (LDA). When determining the number of weeks completed by the student, the institution may consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.

b. During the first week of classes, tuition charges withheld must not exceed 10 percent (10%) of the stated tuition up to a maximum of $1,000.

c. After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained must not exceed a pro rata portion of tuition for the training period tuition charges retained must not exceed a pro rata portion of tuition for the training period completed, plus ten percent (10%) of the unearned tuition for the period of training that was not completed, up to a maximum of $1,000. (See example.) Institutions that do not retain any unearned tuition may assess an administrative fee associated with withdrawal or termination not to exceed $100.

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d. After fifty percent (50%) of the period of financial obligation is completed by the student, the institution may retain the full tuition for that period.
e. While ACCET requires that tuition be listed on the enrollment agreement, some states require that an institution list the tuition for an entire program on an enrollment agreement even when the institution only financially obligates the student for a portion of the entire program. When calculating a refund, the percentage of tuition retained by the institution must be based on the portion of the program the student was attending through his or her last date of attendance when the student dropped, not the tuition charged for the entire program listed on the enrollment agreement.

All extra costs, such as books, supplies, equipment, laboratory fees, rentals and any similar charges not included in the tuition price, must be clearly stated in the enrollment agreement. Non-refundable charges must be explicitly itemized in the catalog and the enrollment agreement. Charges that are non-refundable must be limited to those materials that are distributed and attributable to the portion of the program attended by the student.

Cancellation After the Start of Class (Optional Student Trial Period): An institution may consider a withdrawal as a cancellation or no show (for example, within the first week of the program) provided this process is fully delineated in writing as part of the refund policy and provided to all students at or before enrollment. A student who is considered a cancellation or no show under such a policy must have all charges refunded and all payments returned to the individual or the applicable funding source less the maximum allowable application/registration fee of $200, if such charges are clearly itemized in the enrollment agreement as being nonrefundable. Cancellations processed in accordance with this trial period section are not treated as a start by ACCET and, therefore, do not negatively impact the institution's completion rate.

BPPE Refund Policy

(a) Every institution shall make refunds that are no less than the refunds required under the Act and this
(b) An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal. Withdrawal policy procedures pursuant to section 94909(a)((8)(B) of the Code shall include, at a minimum: the acceptable methods of delivery of a notice to withdraw; whether withdrawal can be accomplished by conduct, and if so, how; the position or positions to whom the notice to withdraw must be delivered; and the date that the notice to withdraw is considered effective, which shall be no later than the date received by the institution.

(c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

(1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
(2) Except as provided for in subdivision (a)(3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.

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(3) Except as provided herein, all amounts that the student has paid shall be subject to refund unless the enrollment agreement and the refund policy outlined in the catalog specify amounts paid for an application fee or deposit not more than $250.00, books, supplies, or equipment, and specify whether and under what circumstances those amounts are non-refundable. Except when an institution provides a 100% refund pursuant to section 94919(d) or section 94920(b) of the Code, any assessment paid pursuant to section 94923 of the Code is non-refundable.

(4) For purposes of determining a refund under the Act and this section, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in its catalog.

(d) If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

(e) An institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision and section 94919(d) of the Code, “day” means calendar day.

(f) The institution shall maintain a cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellations or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year. Note: Authority cited: Sections 94803, 94877 and 94885, Education Code. Reference: Sections 94885, 94919 and 94920, Education Code.

Program Charges

For all programs, there is a non-refundable $150 Registration Fee. Program tuition is refundable.

For all single courses and training paths, there are no non-refundable Registration Fees.

Cancelled courses are refundable.

Textbooks are not required for any program or single course. Recommended textbooks may be requested by the student. Textbooks are non-refundable unless the program is cancelled.

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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2024 & 2025

CAD Technology Certificate - 280 Clock Hours

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	0	0	0	0.00%
2025	1	1	1	100.00%

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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2024	0	0	0	0	0.00%
2025	1	1	1	0	0.00%

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 learn@vdci.edu.

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2024	0	0	0
2025	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2024	0	0	0
2025	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	0	0
2025	0	0

Self-Employed / Freelance Positions

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	0	0
2025	0	0

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License Examination Passage Rates

Includes data for the two calendar years prior to reporting.

This Program does not lead to any state licensing examination. State licensure is not required to work in entry-level positions in the AEC field.

Calendar Year	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Pass-ed Exam	Number Who Failed Exam	Passage Rate
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	No Salary Information Reported	$25,001 - $30,000	$30,001 - $35,000
2024	0	0	0	0	0
2025	1	0	0	0	0

$35,001 - $40,000	$40,001 - $45,000	$45,001 - $50,000	$50,001 - $55,000	$55,001 - $60,000	$60,001 - $65,000
0	0	0	0	0	0
0	0	0	0	0	0

$65,001 - $70,000	$70,001 - $75,000	$75,001 - $80,000	$80,001 - $85,000	$85,001 - $90,000	$90,001+
0	0	0	0	0	0
0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Please contact learn@vdci.edu.

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Cost of Educational Program

Total charges for the program for students completing on time in 2024: $5470
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2025: $5470
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

Calendar Year	Most recent three year cohort default rate (1)	The percentage of enrolled students in 2024/25 receiving federal student loans to pay for this program.	The percentage of graduates in 2024/25 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2024/25 graduates who took out federal student loans at this institution.
2024	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A

(1) As reported by the United State Department of Education. The 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.
Students at Virtual Design & Construction Institute 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		School Official Name - Print	
Student Signature	Date	School Official Signature	Date

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Definitions

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"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-

"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

"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

"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

"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.

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STUDENT'S RIGHT TO CANCEL

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Single-course students who cancel or withdraw from their training path will receive a full refund for their future, not yet accessed courses. Courses that have been scheduled and accessed cannot be cancelled, and withdrawal requests for those courses will not result in a refund.

Students who withdraw from a program will receive a pro rata refund as defined by the ACCET and BPPE policies. All program cancellations must be communicated by the 7th day of the program.

Students who were terminated due to violation of the VDCI Code of Conduct, including Inactive Unresponsive students, will not receive a refund for their current and scheduled course(s) but will receive a full refund for any future courses.

Refunds will be issued to the student within 45 days from the Date of Determination.

Cancellation and Refund Policy

Program student refunds are the greater refund after comparing the ACCET and BPPE calculations. The ACCET refund calculation type will be determined by the student's last day of attendance. The BPPE refund calculation type will be determined by the number of clock hours attended or scheduled to be attended.

ACCET Refund Policy

All Vocational Programs and avocational programs 300 clock hours or greater:

a. Refund amounts must be based on a student's last date of attendance (LDA). When determining the number of weeks completed by the student, the institution may consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.

b. During the first week of classes, tuition charges withheld must not exceed 10 percent (10%) of the stated tuition up to a maximum of $1,000.

c. After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained must not exceed a pro rata portion of tuition for the training period tuition charges retained must not exceed a pro rata portion of tuition for the training period completed, plus ten percent (10%) of the unearned tuition for the period of training that was not completed, up to a maximum of $1,000. (See example.) Institutions that do not retain any unearned tuition may assess an administrative fee associated with withdrawal or termination not to exceed $100.

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d. After fifty percent (50%) of the period of financial obligation is completed by the student, the institution may retain the full tuition for that period.
e. While ACCET requires that tuition be listed on the enrollment agreement, some states require that an institution list the tuition for an entire program on an enrollment agreement even when the institution only financially obligates the student for a portion of the entire program. When calculating a refund, the percentage of tuition retained by the institution must be based on the portion of the program the student was attending through his or her last date of attendance when the student dropped, not the tuition charged for the entire program listed on the enrollment agreement.

All extra costs, such as books, supplies, equipment, laboratory fees, rentals and any similar charges not included in the tuition price, must be clearly stated in the enrollment agreement. Non-refundable charges must be explicitly itemized in the catalog and the enrollment agreement. Charges that are non-refundable must be limited to those materials that are distributed and attributable to the portion of the program attended by the student.

Cancellation After the Start of Class (Optional Student Trial Period): An institution may consider a withdrawal as a cancellation or no show (for example, within the first week of the program) provided this process is fully delineated in writing as part of the refund policy and provided to all students at or before enrollment. A student who is considered a cancellation or no show under such a policy must have all charges refunded and all payments returned to the individual or the applicable funding source less the maximum allowable application/registration fee of $200, if such charges are clearly itemized in the enrollment agreement as being nonrefundable. Cancellations processed in accordance with this trial period section are not treated as a start by ACCET and, therefore, do not negatively impact the institution's completion rate.

BPPE Refund Policy

(a) Every institution shall make refunds that are no less than the refunds required under the Act and this
(b) An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal. Withdrawal policy procedures pursuant to section 94909(a)((8)(B) of the Code shall include, at a minimum: the acceptable methods of delivery of a notice to withdraw; whether withdrawal can be accomplished by conduct, and if so, how; the position or positions to whom the notice to withdraw must be delivered; and the date that the notice to withdraw is considered effective, which shall be no later than the date received by the institution.

(c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

(1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
(2) Except as provided for in subdivision (a)(3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.

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(3) Except as provided herein, all amounts that the student has paid shall be subject to refund unless the enrollment agreement and the refund policy outlined in the catalog specify amounts paid for an application fee or deposit not more than $250.00, books, supplies, or equipment, and specify whether and under what circumstances those amounts are non-refundable. Except when an institution provides a 100% refund pursuant to section 94919(d) or section 94920(b) of the Code, any assessment paid pursuant to section 94923 of the Code is non-refundable.

(4) For purposes of determining a refund under the Act and this section, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in its catalog.

(d) If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

(e) An institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision and section 94919(d) of the Code, “day” means calendar day.

(f) The institution shall maintain a cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellations or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year. Note: Authority cited: Sections 94803, 94877 and 94885, Education Code. Reference: Sections 94885, 94919 and 94920, Education Code.

Program Charges

For all programs, there is a non-refundable $150 Registration Fee. Program tuition is refundable.

For all single courses and training paths, there are no non-refundable Registration Fees.

Cancelled courses are refundable.

Textbooks are not required for any program or single course. Recommended textbooks may be requested by the student. Textbooks are non-refundable unless the program is cancelled.

Practical Applications Taught by Practicing Professionals

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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2024 & 2025

CAD/BIM Technology Certificate - 400 Clock Hours

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	9	8	8	88.89%
2025	7	7	7	100.00%

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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2024	9	8	8	8	100.00%
2025	7	7	7	4	57.14%

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 learn@vdci.edu.

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2024	0	8	6
2025	1	3	4

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	8	0	6
2025	4	0	4

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	0	6
2025	0	4

Self-Employed / Freelance Positions

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	0	6
2025	0	4

Student's Initials:_____ Date:_____

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License Examination Passage Rates

Includes data for the two calendar years prior to reporting.

This Program does not lead to any state licensing examination. State licensure is not required to work in entry-level positions in the AEC field.

Calendar Year	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Pass-ed Exam	Number Who Failed Exam	Passage Rate
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	No Salary Information Reported	$25,001 - $30,000	$30,001 - $35,000
2024	8	6	5	0	0
2025	7	4	1	0	0

$35,001 - $40,000	$40,001 - $45,000	$45,001 - $50,000	$50,001 - $55,000	$55,001 - $60,000	$60,001 - $65,000
0	0	0	0	0	0
0	0	0	0	1	0

$65,001 - $70,000	$70,001 - $75,000	$75,001 - $80,000	$80,001 - $85,000	$85,001 - $90,000	$90,001+
0	0	0	1	0	0
1	0	1	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Please contact learn@vdci.edu.

Student's Initials:_____ Date:_____

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Cost of Educational Program

Total charges for the program for students completing on time in 2024: $7750
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2025: $7750
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

Calendar Year	Most recent three year cohort default rate (1)	The percentage of enrolled students in 2024/25 receiving federal student loans to pay for this program.	The percentage of graduates in 2024/25 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2024/25 graduates who took out federal student loans at this institution.
2024	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A

(1) As reported by the United State Department of Education. The 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.
Students at Virtual Design & Construction Institute 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.

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, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Student Name - Print		School Official Name - Print	
Student Signature	Date	School Official Signature	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-

"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

"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

"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

"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.

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STUDENT'S RIGHT TO CANCEL

Students may request a withdrawal and receive an applicable refund by contacting the Student Services team at learn@vdci.edu. Students should not contact their instructors with withdrawal requests.

Single-course students who cancel or withdraw from their training path will receive a full refund for their future, not yet accessed courses. Courses that have been scheduled and accessed cannot be cancelled, and withdrawal requests for those courses will not result in a refund.

Students who withdraw from a program will receive a pro rata refund as defined by the ACCET and BPPE policies. All program cancellations must be communicated by the 7th day of the program.

Students who were terminated due to violation of the VDCI Code of Conduct, including Inactive Unresponsive students, will not receive a refund for their current and scheduled course(s) but will receive a full refund for any future courses.

Refunds will be issued to the student within 45 days from the Date of Determination.

Cancellation and Refund Policy

Program student refunds are the greater refund after comparing the ACCET and BPPE calculations. The ACCET refund calculation type will be determined by the student's last day of attendance. The BPPE refund calculation type will be determined by the number of clock hours attended or scheduled to be attended.

ACCET Refund Policy

All Vocational Programs and avocational programs 300 clock hours or greater:

a. Refund amounts must be based on a student's last date of attendance (LDA). When determining the number of weeks completed by the student, the institution may consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.

b. During the first week of classes, tuition charges withheld must not exceed 10 percent (10%) of the stated tuition up to a maximum of $1,000.

c. After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained must not exceed a pro rata portion of tuition for the training period tuition charges retained must not exceed a pro rata portion of tuition for the training period completed, plus ten percent (10%) of the unearned tuition for the period of training that was not completed, up to a maximum of $1,000. (See example.) Institutions that do not retain any unearned tuition may assess an administrative fee associated with withdrawal or termination not to exceed $100.

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d. After fifty percent (50%) of the period of financial obligation is completed by the student, the institution may retain the full tuition for that period.
e. While ACCET requires that tuition be listed on the enrollment agreement, some states require that an institution list the tuition for an entire program on an enrollment agreement even when the institution only financially obligates the student for a portion of the entire program. When calculating a refund, the percentage of tuition retained by the institution must be based on the portion of the program the student was attending through his or her last date of attendance when the student dropped, not the tuition charged for the entire program listed on the enrollment agreement.

All extra costs, such as books, supplies, equipment, laboratory fees, rentals and any similar charges not included in the tuition price, must be clearly stated in the enrollment agreement. Non-refundable charges must be explicitly itemized in the catalog and the enrollment agreement. Charges that are non-refundable must be limited to those materials that are distributed and attributable to the portion of the program attended by the student.

Cancellation After the Start of Class (Optional Student Trial Period): An institution may consider a withdrawal as a cancellation or no show (for example, within the first week of the program) provided this process is fully delineated in writing as part of the refund policy and provided to all students at or before enrollment. A student who is considered a cancellation or no show under such a policy must have all charges refunded and all payments returned to the individual or the applicable funding source less the maximum allowable application/registration fee of $200, if such charges are clearly itemized in the enrollment agreement as being nonrefundable. Cancellations processed in accordance with this trial period section are not treated as a start by ACCET and, therefore, do not negatively impact the institution's completion rate.

BPPE Refund Policy

(a) Every institution shall make refunds that are no less than the refunds required under the Act and this
(b) An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal. Withdrawal policy procedures pursuant to section 94909(a)((8)(B) of the Code shall include, at a minimum: the acceptable methods of delivery of a notice to withdraw; whether withdrawal can be accomplished by conduct, and if so, how; the position or positions to whom the notice to withdraw must be delivered; and the date that the notice to withdraw is considered effective, which shall be no later than the date received by the institution.

(c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

(1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
(2) Except as provided for in subdivision (a)(3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.

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(3) Except as provided herein, all amounts that the student has paid shall be subject to refund unless the enrollment agreement and the refund policy outlined in the catalog specify amounts paid for an application fee or deposit not more than $250.00, books, supplies, or equipment, and specify whether and under what circumstances those amounts are non-refundable. Except when an institution provides a 100% refund pursuant to section 94919(d) or section 94920(b) of the Code, any assessment paid pursuant to section 94923 of the Code is non-refundable.

(4) For purposes of determining a refund under the Act and this section, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in its catalog.

(d) If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

(e) An institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision and section 94919(d) of the Code, “day” means calendar day.

(f) The institution shall maintain a cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellations or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year. Note: Authority cited: Sections 94803, 94877 and 94885, Education Code. Reference: Sections 94885, 94919 and 94920, Education Code.

Program Charges

For all programs, there is a non-refundable $150 Registration Fee. Program tuition is refundable.

For all single courses and training paths, there are no non-refundable Registration Fees.

Cancelled courses are refundable.

Textbooks are not required for any program or single course. Recommended textbooks may be requested by the student. Textbooks are non-refundable unless the program is cancelled.

Practical Applications Taught by Practicing Professionals

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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2024 & 2025

Civil 3D Technology Certificate - 270 Clock Hours

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	0	0	0	0.00%
2025	0	0	0	0.00%

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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2024	0	0	0	0	0.00%
2025	0	0	0	0	0.00%

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 learn@vdci.edu.

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2024	0	0	0
2025	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2024	0	0	0
2025	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	0	0
2025	0	0

Self-Employed / Freelance Positions

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	0	0
2025	0	0

Student's Initials:_____ Date:_____

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License Examination Passage Rates

Includes data for the two calendar years prior to reporting.

This Program does not lead to any state licensing examination. State licensure is not required to work in entry-level positions in the AEC field.

Calendar Year	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Pass-ed Exam	Number Who Failed Exam	Passage Rate
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	No Salary Information Reported	$25,001 - $30,000	$30,001 - $35,000
2024	0	0	0	0	0
2025	0	0	0	0	0

$35,001 - $40,000	$40,001 - $45,000	$45,001 - $50,000	$50,001 - $55,000	$55,001 - $60,000	$60,001 - $65,000
0	0	0	0	0	0
0	0	0	0	0	0

$65,001 - $70,000	$70,001 - $75,000	$75,001 - $80,000	$80,001 - $85,000	$85,001 - $90,000	$90,001+
0	0	0	0	0	0
0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Please contact learn@vdci.edu.

Student's Initials:_____ Date:_____

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Cost of Educational Program

Total charges for the program for students completing on time in 2024: $5280
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2025: $5280
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

Calendar Year	Most recent three year cohort default rate (1)	The percentage of enrolled students in 2024/25 receiving federal student loans to pay for this program.	The percentage of graduates in 2024/25 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2024/25 graduates who took out federal student loans at this institution.
2024	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A

(1) As reported by the United State Department of Education. The 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.
Students at Virtual Design & Construction Institute 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.

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

"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

"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

"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

"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.

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STUDENT'S RIGHT TO CANCEL

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Single-course students who cancel or withdraw from their training path will receive a full refund for their future, not yet accessed courses. Courses that have been scheduled and accessed cannot be cancelled, and withdrawal requests for those courses will not result in a refund.

Students who withdraw from a program will receive a pro rata refund as defined by the ACCET and BPPE policies. All program cancellations must be communicated by the 7th day of the program.

Students who were terminated due to violation of the VDCI Code of Conduct, including Inactive Unresponsive students, will not receive a refund for their current and scheduled course(s) but will receive a full refund for any future courses.

Refunds will be issued to the student within 45 days from the Date of Determination.

Cancellation and Refund Policy

Program student refunds are the greater refund after comparing the ACCET and BPPE calculations. The ACCET refund calculation type will be determined by the student's last day of attendance. The BPPE refund calculation type will be determined by the number of clock hours attended or scheduled to be attended.

ACCET Refund Policy

All Vocational Programs and avocational programs 300 clock hours or greater:

a. Refund amounts must be based on a student's last date of attendance (LDA). When determining the number of weeks completed by the student, the institution may consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.

b. During the first week of classes, tuition charges withheld must not exceed 10 percent (10%) of the stated tuition up to a maximum of $1,000.

c. After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained must not exceed a pro rata portion of tuition for the training period tuition charges retained must not exceed a pro rata portion of tuition for the training period completed, plus ten percent (10%) of the unearned tuition for the period of training that was not completed, up to a maximum of $1,000. (See example.) Institutions that do not retain any unearned tuition may assess an administrative fee associated with withdrawal or termination not to exceed $100.

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d. After fifty percent (50%) of the period of financial obligation is completed by the student, the institution may retain the full tuition for that period.
e. While ACCET requires that tuition be listed on the enrollment agreement, some states require that an institution list the tuition for an entire program on an enrollment agreement even when the institution only financially obligates the student for a portion of the entire program. When calculating a refund, the percentage of tuition retained by the institution must be based on the portion of the program the student was attending through his or her last date of attendance when the student dropped, not the tuition charged for the entire program listed on the enrollment agreement.

All extra costs, such as books, supplies, equipment, laboratory fees, rentals and any similar charges not included in the tuition price, must be clearly stated in the enrollment agreement. Non-refundable charges must be explicitly itemized in the catalog and the enrollment agreement. Charges that are non-refundable must be limited to those materials that are distributed and attributable to the portion of the program attended by the student.

Cancellation After the Start of Class (Optional Student Trial Period): An institution may consider a withdrawal as a cancellation or no show (for example, within the first week of the program) provided this process is fully delineated in writing as part of the refund policy and provided to all students at or before enrollment. A student who is considered a cancellation or no show under such a policy must have all charges refunded and all payments returned to the individual or the applicable funding source less the maximum allowable application/registration fee of $200, if such charges are clearly itemized in the enrollment agreement as being nonrefundable. Cancellations processed in accordance with this trial period section are not treated as a start by ACCET and, therefore, do not negatively impact the institution's completion rate.

BPPE Refund Policy

(a) Every institution shall make refunds that are no less than the refunds required under the Act and this
(b) An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal. Withdrawal policy procedures pursuant to section 94909(a)((8)(B) of the Code shall include, at a minimum: the acceptable methods of delivery of a notice to withdraw; whether withdrawal can be accomplished by conduct, and if so, how; the position or positions to whom the notice to withdraw must be delivered; and the date that the notice to withdraw is considered effective, which shall be no later than the date received by the institution.

(c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

(1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
(2) Except as provided for in subdivision (a)(3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.

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(3) Except as provided herein, all amounts that the student has paid shall be subject to refund unless the enrollment agreement and the refund policy outlined in the catalog specify amounts paid for an application fee or deposit not more than $250.00, books, supplies, or equipment, and specify whether and under what circumstances those amounts are non-refundable. Except when an institution provides a 100% refund pursuant to section 94919(d) or section 94920(b) of the Code, any assessment paid pursuant to section 94923 of the Code is non-refundable.

(4) For purposes of determining a refund under the Act and this section, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in its catalog.

(d) If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

(e) An institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision and section 94919(d) of the Code, “day” means calendar day.

(f) The institution shall maintain a cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellations or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year. Note: Authority cited: Sections 94803, 94877 and 94885, Education Code. Reference: Sections 94885, 94919 and 94920, Education Code.

Program Charges

For all programs, there is a non-refundable $150 Registration Fee. Program tuition is refundable.

For all single courses and training paths, there are no non-refundable Registration Fees.

Cancelled courses are refundable.

Textbooks are not required for any program or single course. Recommended textbooks may be requested by the student. Textbooks are non-refundable unless the program is cancelled.

Practical Applications Taught by Practicing Professionals

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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2024 & 2025

AutoCAD Fundamentals - 60 Clock Hours

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	100.00%
2025	2	2	2	100.00%

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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2024	2	2	2	2	100.00%
2025	2	2	2	0	0.00%

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 learn@vdci.edu.

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2024	0	0	2
2025	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2024	0	0	2
2025	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	0	2
2025	0	0

Self-Employed / Freelance Positions

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	0	2
2025	0	0

Student's Initials:_____ Date:_____

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License Examination Passage Rates

Includes data for the two calendar years prior to reporting.

This Program does not lead to any state licensing examination. State licensure is not required to work in entry-level positions in the AEC field.

Calendar Year	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Pass-ed Exam	Number Who Failed Exam	Passage Rate
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	No Salary Information Reported	$25,001 - $30,000	$30,001 - $35,000
2024	2	2	3	0	0
2025	2	0	0	0	0

$35,001 - $40,000	$40,001 - $45,000	$45,001 - $50,000	$50,001 - $55,000	$55,001 - $60,000	$60,001 - $65,000
0	0	0	0	0	0
0	0	0	0	0	0

$65,001 - $70,000	$70,001 - $75,000	$75,001 - $80,000	$80,001 - $85,000	$85,001 - $90,000	$90,001+
0	0	0	1	0	0
0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Please contact learn@vdci.edu.

Student's Initials:_____ Date:_____

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Cost of Educational Program

Total charges for the program for students completing on time in 2024: $1350
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2025: $1350
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

Calendar Year	Most recent three year cohort default rate (1)	The percentage of enrolled students in 2024/25 receiving federal student loans to pay for this program.	The percentage of graduates in 2024/25 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2024/25 graduates who took out federal student loans at this institution.
2024	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A

(1) As reported by the United State Department of Education. The 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.
Students at Virtual Design & Construction Institute 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.

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, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Student Name - Print		School Official Name - Print	
Student Signature	Date	School Official Signature	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-

"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

"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

"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

"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.

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STUDENT'S RIGHT TO CANCEL

Students may request a withdrawal and receive an applicable refund by contacting the Student Services team at learn@vdci.edu. Students should not contact their instructors with withdrawal requests.

Single-course students who cancel or withdraw from their training path will receive a full refund for their future, not yet accessed courses. Courses that have been scheduled and accessed cannot be cancelled, and withdrawal requests for those courses will not result in a refund.

Students who withdraw from a program will receive a pro rata refund as defined by the ACCET and BPPE policies. All program cancellations must be communicated by the 7th day of the program.

Students who were terminated due to violation of the VDCI Code of Conduct, including Inactive Unresponsive students, will not receive a refund for their current and scheduled course(s) but will receive a full refund for any future courses.

Refunds will be issued to the student within 45 days from the Date of Determination.

Cancellation and Refund Policy

Program student refunds are the greater refund after comparing the ACCET and BPPE calculations. The ACCET refund calculation type will be determined by the student's last day of attendance. The BPPE refund calculation type will be determined by the number of clock hours attended or scheduled to be attended.

ACCET Refund Policy

All Vocational Programs and avocational programs 300 clock hours or greater:

a. Refund amounts must be based on a student's last date of attendance (LDA). When determining the number of weeks completed by the student, the institution may consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.

b. During the first week of classes, tuition charges withheld must not exceed 10 percent (10%) of the stated tuition up to a maximum of $1,000.

c. After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained must not exceed a pro rata portion of tuition for the training period tuition charges retained must not exceed a pro rata portion of tuition for the training period completed, plus ten percent (10%) of the unearned tuition for the period of training that was not completed, up to a maximum of $1,000. (See example.) Institutions that do not retain any unearned tuition may assess an administrative fee associated with withdrawal or termination not to exceed $100.

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d. After fifty percent (50%) of the period of financial obligation is completed by the student, the institution may retain the full tuition for that period.
e. While ACCET requires that tuition be listed on the enrollment agreement, some states require that an institution list the tuition for an entire program on an enrollment agreement even when the institution only financially obligates the student for a portion of the entire program. When calculating a refund, the percentage of tuition retained by the institution must be based on the portion of the program the student was attending through his or her last date of attendance when the student dropped, not the tuition charged for the entire program listed on the enrollment agreement.

All extra costs, such as books, supplies, equipment, laboratory fees, rentals and any similar charges not included in the tuition price, must be clearly stated in the enrollment agreement. Non-refundable charges must be explicitly itemized in the catalog and the enrollment agreement. Charges that are non-refundable must be limited to those materials that are distributed and attributable to the portion of the program attended by the student.

Cancellation After the Start of Class (Optional Student Trial Period): An institution may consider a withdrawal as a cancellation or no show (for example, within the first week of the program) provided this process is fully delineated in writing as part of the refund policy and provided to all students at or before enrollment. A student who is considered a cancellation or no show under such a policy must have all charges refunded and all payments returned to the individual or the applicable funding source less the maximum allowable application/registration fee of $200, if such charges are clearly itemized in the enrollment agreement as being nonrefundable. Cancellations processed in accordance with this trial period section are not treated as a start by ACCET and, therefore, do not negatively impact the institution's completion rate.

BPPE Refund Policy

(a) Every institution shall make refunds that are no less than the refunds required under the Act and this
(b) An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal. Withdrawal policy procedures pursuant to section 94909(a)((8)(B) of the Code shall include, at a minimum: the acceptable methods of delivery of a notice to withdraw; whether withdrawal can be accomplished by conduct, and if so, how; the position or positions to whom the notice to withdraw must be delivered; and the date that the notice to withdraw is considered effective, which shall be no later than the date received by the institution.

(c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

(1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
(2) Except as provided for in subdivision (a)(3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.

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(3) Except as provided herein, all amounts that the student has paid shall be subject to refund unless the enrollment agreement and the refund policy outlined in the catalog specify amounts paid for an application fee or deposit not more than $250.00, books, supplies, or equipment, and specify whether and under what circumstances those amounts are non-refundable. Except when an institution provides a 100% refund pursuant to section 94919(d) or section 94920(b) of the Code, any assessment paid pursuant to section 94923 of the Code is non-refundable.

(4) For purposes of determining a refund under the Act and this section, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in its catalog.

(d) If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

(e) An institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision and section 94919(d) of the Code, “day” means calendar day.

(f) The institution shall maintain a cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellations or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year. Note: Authority cited: Sections 94803, 94877 and 94885, Education Code. Reference: Sections 94885, 94919 and 94920, Education Code.

Program Charges

For all programs, there is a non-refundable $150 Registration Fee. Program tuition is refundable.

For all single courses and training paths, there are no non-refundable Registration Fees.

Cancelled courses are refundable.

Textbooks are not required for any program or single course. Recommended textbooks may be requested by the student. Textbooks are non-refundable unless the program is cancelled.

Practical Applications Taught by Practicing Professionals

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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2024 & 2025

AutoCAD Professional - 140 Clock Hours

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	1	1	1	100.00%
2025	4	4	4	100.00%

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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2024	1	1	1	1	100.00%
2025	4	4	4	1	25.00%

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 learn@vdci.edu.

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2024	0	1	1
2025	0	1	1

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2024	1	0	1
2025	1	0	1

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	0	1
2025	0	1

Self-Employed / Freelance Positions

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	0	1
2025	0	1

Student's Initials:_____ Date:_____

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

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License Examination Passage Rates

Includes data for the two calendar years prior to reporting.

This Program does not lead to any state licensing examination. State licensure is not required to work in entry-level positions in the AEC field.

Calendar Year	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Pass-ed Exam	Number Who Failed Exam	Passage Rate
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	No Salary Information Reported	$25,001 - $30,000	$30,001 - $35,000
2024	1	1	1	0	0
2025	4	1	0	0	0

$35,001 - $40,000	$40,001 - $45,000	$45,001 - $50,000	$50,001 - $55,000	$55,001 - $60,000	$60,001 - $65,000
0	0	0	0	0	0
0	0	0	0	0	0

$65,001 - $70,000	$70,001 - $75,000	$75,001 - $80,000	$80,001 - $85,000	$85,001 - $90,000	$90,001+
0	0	0	0	0	0
0	0	0	0	0	1

A list of sources used to substantiate salary disclosures is available from the school. Please contact learn@vdci.edu.

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 2024: $2950
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2025: $2950
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

Calendar Year	Most recent three year cohort default rate (1)	The percentage of enrolled students in 2024/25 receiving federal student loans to pay for this program.	The percentage of graduates in 2024/25 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2024/25 graduates who took out federal student loans at this institution.
2024	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A

(1) As reported by the United State Department of Education. The 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.
Students at Virtual Design & Construction Institute 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.

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, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Student Name - Print		School Official Name - Print	
Student Signature	Date	School Official Signature	Date

Virtual Design & Construction Institute
3904 Groton Street, Suite 200, San Diego CA 92110
(619) 758-9300
www.vdci.edu
learn@vdci.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-

"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

"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

"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

"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.

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STUDENT'S RIGHT TO CANCEL

Students may request a withdrawal and receive an applicable refund by contacting the Student Services team at learn@vdci.edu. Students should not contact their instructors with withdrawal requests.

Single-course students who cancel or withdraw from their training path will receive a full refund for their future, not yet accessed courses. Courses that have been scheduled and accessed cannot be cancelled, and withdrawal requests for those courses will not result in a refund.

Students who withdraw from a program will receive a pro rata refund as defined by the ACCET and BPPE policies. All program cancellations must be communicated by the 7th day of the program.

Students who were terminated due to violation of the VDCI Code of Conduct, including Inactive Unresponsive students, will not receive a refund for their current and scheduled course(s) but will receive a full refund for any future courses.

Refunds will be issued to the student within 45 days from the Date of Determination.

Cancellation and Refund Policy

Program student refunds are the greater refund after comparing the ACCET and BPPE calculations. The ACCET refund calculation type will be determined by the student's last day of attendance. The BPPE refund calculation type will be determined by the number of clock hours attended or scheduled to be attended.

ACCET Refund Policy

All Vocational Programs and avocational programs 300 clock hours or greater:

a. Refund amounts must be based on a student's last date of attendance (LDA). When determining the number of weeks completed by the student, the institution may consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.

b. During the first week of classes, tuition charges withheld must not exceed 10 percent (10%) of the stated tuition up to a maximum of $1,000.

c. After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained must not exceed a pro rata portion of tuition for the training period tuition charges retained must not exceed a pro rata portion of tuition for the training period completed, plus ten percent (10%) of the unearned tuition for the period of training that was not completed, up to a maximum of $1,000. (See example.) Institutions that do not retain any unearned tuition may assess an administrative fee associated with withdrawal or termination not to exceed $100.

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d. After fifty percent (50%) of the period of financial obligation is completed by the student, the institution may retain the full tuition for that period.
e. While ACCET requires that tuition be listed on the enrollment agreement, some states require that an institution list the tuition for an entire program on an enrollment agreement even when the institution only financially obligates the student for a portion of the entire program. When calculating a refund, the percentage of tuition retained by the institution must be based on the portion of the program the student was attending through his or her last date of attendance when the student dropped, not the tuition charged for the entire program listed on the enrollment agreement.

All extra costs, such as books, supplies, equipment, laboratory fees, rentals and any similar charges not included in the tuition price, must be clearly stated in the enrollment agreement. Non-refundable charges must be explicitly itemized in the catalog and the enrollment agreement. Charges that are non-refundable must be limited to those materials that are distributed and attributable to the portion of the program attended by the student.

Cancellation After the Start of Class (Optional Student Trial Period): An institution may consider a withdrawal as a cancellation or no show (for example, within the first week of the program) provided this process is fully delineated in writing as part of the refund policy and provided to all students at or before enrollment. A student who is considered a cancellation or no show under such a policy must have all charges refunded and all payments returned to the individual or the applicable funding source less the maximum allowable application/registration fee of $200, if such charges are clearly itemized in the enrollment agreement as being nonrefundable. Cancellations processed in accordance with this trial period section are not treated as a start by ACCET and, therefore, do not negatively impact the institution's completion rate.

BPPE Refund Policy

(a) Every institution shall make refunds that are no less than the refunds required under the Act and this
(b) An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal. Withdrawal policy procedures pursuant to section 94909(a)((8)(B) of the Code shall include, at a minimum: the acceptable methods of delivery of a notice to withdraw; whether withdrawal can be accomplished by conduct, and if so, how; the position or positions to whom the notice to withdraw must be delivered; and the date that the notice to withdraw is considered effective, which shall be no later than the date received by the institution.

(c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

(1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
(2) Except as provided for in subdivision (a)(3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.

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(3) Except as provided herein, all amounts that the student has paid shall be subject to refund unless the enrollment agreement and the refund policy outlined in the catalog specify amounts paid for an application fee or deposit not more than $250.00, books, supplies, or equipment, and specify whether and under what circumstances those amounts are non-refundable. Except when an institution provides a 100% refund pursuant to section 94919(d) or section 94920(b) of the Code, any assessment paid pursuant to section 94923 of the Code is non-refundable.

(4) For purposes of determining a refund under the Act and this section, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in its catalog.

(d) If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

(e) An institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision and section 94919(d) of the Code, “day” means calendar day.

(f) The institution shall maintain a cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellations or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year. Note: Authority cited: Sections 94803, 94877 and 94885, Education Code. Reference: Sections 94885, 94919 and 94920, Education Code.

Program Charges

For all programs, there is a non-refundable $150 Registration Fee. Program tuition is refundable.

For all single courses and training paths, there are no non-refundable Registration Fees.

Cancelled courses are refundable.

Textbooks are not required for any program or single course. Recommended textbooks may be requested by the student. Textbooks are non-refundable unless the program is cancelled.

Practical Applications Taught by Practicing Professionals

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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2024 & 2025

Revit Fundamentals - 60 Clock Hours

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	100.00%
2025	3	3	3	100.00%

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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2024	2	2	2	0	0.00%
2025	3	3	3	1	33.33%

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 learn@vdci.edu.

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2024	0	2	2
2025	0	1	1

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2024	0	0	2
2025	1	0	1

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	0	2
2025	0	1

Self-Employed / Freelance Positions

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	0	2
2025	0	1

Student's Initials:_____ Date:_____

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License Examination Passage Rates

Includes data for the two calendar years prior to reporting.

This Program does not lead to any state licensing examination. State licensure is not required to work in entry-level positions in the AEC field.

Calendar Year	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Pass-ed Exam	Number Who Failed Exam	Passage Rate
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	No Salary Information Reported	$25,001 - $30,000	$30,001 - $35,000
2024	2	2	2	0	0
2025	3	1	0	0	0

$35,001 - $40,000	$40,001 - $45,000	$45,001 - $50,000	$50,001 - $55,000	$55,001 - $60,000	$60,001 - $65,000
0	0	0	0	0	0
0	0	0	0	0	1

$65,001 - $70,000	$70,001 - $75,000	$75,001 - $80,000	$80,001 - $85,000	$85,001 - $90,000	$90,001+
0	0	0	0	0	0
0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Please contact learn@vdci.edu.

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Cost of Educational Program

Total charges for the program for students completing on time in 2024: $1350
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2025: $1350
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

Calendar Year	Most recent three year cohort default rate (1)	The percentage of enrolled students in 2024/25 receiving federal student loans to pay for this program.	The percentage of graduates in 2024/25 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2024/25 graduates who took out federal student loans at this institution.
2024	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A

(1) As reported by the United State Department of Education. The 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.
Students at Virtual Design & Construction Institute 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		School Official Name - Print	
Student Signature	Date	School Official Signature	Date

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Definitions

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"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.

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"150% Graduates" is the number of students who completed the program within 150% of the program length (includes on-

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Students who withdraw from a program will receive a pro rata refund as defined by the ACCET and BPPE policies. All program cancellations must be communicated by the 7th day of the program.

Students who were terminated due to violation of the VDCI Code of Conduct, including Inactive Unresponsive students, will not receive a refund for their current and scheduled course(s) but will receive a full refund for any future courses.

Refunds will be issued to the student within 45 days from the Date of Determination.

Cancellation and Refund Policy

Program student refunds are the greater refund after comparing the ACCET and BPPE calculations. The ACCET refund calculation type will be determined by the student's last day of attendance. The BPPE refund calculation type will be determined by the number of clock hours attended or scheduled to be attended.

ACCET Refund Policy

All Vocational Programs and avocational programs 300 clock hours or greater:

a. Refund amounts must be based on a student's last date of attendance (LDA). When determining the number of weeks completed by the student, the institution may consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.

b. During the first week of classes, tuition charges withheld must not exceed 10 percent (10%) of the stated tuition up to a maximum of $1,000.

c. After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained must not exceed a pro rata portion of tuition for the training period tuition charges retained must not exceed a pro rata portion of tuition for the training period completed, plus ten percent (10%) of the unearned tuition for the period of training that was not completed, up to a maximum of $1,000. (See example.) Institutions that do not retain any unearned tuition may assess an administrative fee associated with withdrawal or termination not to exceed $100.

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d. After fifty percent (50%) of the period of financial obligation is completed by the student, the institution may retain the full tuition for that period.
e. While ACCET requires that tuition be listed on the enrollment agreement, some states require that an institution list the tuition for an entire program on an enrollment agreement even when the institution only financially obligates the student for a portion of the entire program. When calculating a refund, the percentage of tuition retained by the institution must be based on the portion of the program the student was attending through his or her last date of attendance when the student dropped, not the tuition charged for the entire program listed on the enrollment agreement.

All extra costs, such as books, supplies, equipment, laboratory fees, rentals and any similar charges not included in the tuition price, must be clearly stated in the enrollment agreement. Non-refundable charges must be explicitly itemized in the catalog and the enrollment agreement. Charges that are non-refundable must be limited to those materials that are distributed and attributable to the portion of the program attended by the student.

Cancellation After the Start of Class (Optional Student Trial Period): An institution may consider a withdrawal as a cancellation or no show (for example, within the first week of the program) provided this process is fully delineated in writing as part of the refund policy and provided to all students at or before enrollment. A student who is considered a cancellation or no show under such a policy must have all charges refunded and all payments returned to the individual or the applicable funding source less the maximum allowable application/registration fee of $200, if such charges are clearly itemized in the enrollment agreement as being nonrefundable. Cancellations processed in accordance with this trial period section are not treated as a start by ACCET and, therefore, do not negatively impact the institution's completion rate.

BPPE Refund Policy

(a) Every institution shall make refunds that are no less than the refunds required under the Act and this
(b) An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal. Withdrawal policy procedures pursuant to section 94909(a)((8)(B) of the Code shall include, at a minimum: the acceptable methods of delivery of a notice to withdraw; whether withdrawal can be accomplished by conduct, and if so, how; the position or positions to whom the notice to withdraw must be delivered; and the date that the notice to withdraw is considered effective, which shall be no later than the date received by the institution.

(c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

(1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
(2) Except as provided for in subdivision (a)(3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.

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(3) Except as provided herein, all amounts that the student has paid shall be subject to refund unless the enrollment agreement and the refund policy outlined in the catalog specify amounts paid for an application fee or deposit not more than $250.00, books, supplies, or equipment, and specify whether and under what circumstances those amounts are non-refundable. Except when an institution provides a 100% refund pursuant to section 94919(d) or section 94920(b) of the Code, any assessment paid pursuant to section 94923 of the Code is non-refundable.

(4) For purposes of determining a refund under the Act and this section, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in its catalog.

(d) If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

(e) An institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision and section 94919(d) of the Code, “day” means calendar day.

(f) The institution shall maintain a cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellations or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year. Note: Authority cited: Sections 94803, 94877 and 94885, Education Code. Reference: Sections 94885, 94919 and 94920, Education Code.

Program Charges

For all programs, there is a non-refundable $150 Registration Fee. Program tuition is refundable.

For all single courses and training paths, there are no non-refundable Registration Fees.

Cancelled courses are refundable.

Textbooks are not required for any program or single course. Recommended textbooks may be requested by the student. Textbooks are non-refundable unless the program is cancelled.

Practical Applications Taught by Practicing Professionals

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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2024 & 2025

Revit Architecture Professional - 150 Clock Hours

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	0	0	0	0.00%
2025	2	2	2	100.00%

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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2024	0	0	0	0	0.00%
2025	2	2	2	1	50.00%

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 learn@vdci.edu.

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2024	0	0	0
2025	0	1	1

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2024	0	0	0
2025	1	0	1

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	0	0
2025	1	1

Self-Employed / Freelance Positions

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	0	0
2025	0	1

Student's Initials:_____ Date:_____

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License Examination Passage Rates

Includes data for the two calendar years prior to reporting.

This Program does not lead to any state licensing examination. State licensure is not required to work in entry-level positions in the AEC field.

Calendar Year	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Pass-ed Exam	Number Who Failed Exam	Passage Rate
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	No Salary Information Reported	$25,001 - $30,000	$30,001 - $35,000
2024	0	0	0	0	0
2025	2	1	1	0	0

$35,001 - $40,000	$40,001 - $45,000	$45,001 - $50,000	$50,001 - $55,000	$55,001 - $60,000	$60,001 - $65,000
0	0	0	0	0	0
0	0	0	0	0	0

$65,001 - $70,000	$70,001 - $75,000	$75,001 - $80,000	$80,001 - $85,000	$85,001 - $90,000	$90,001+
0	0	0	0	0	0
0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Please contact learn@vdci.edu.

Student's Initials:_____ Date:_____

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Cost of Educational Program

Total charges for the program for students completing on time in 2024: $2950
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2025: $2950
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

Calendar Year	Most recent three year cohort default rate (1)	The percentage of enrolled students in 2024/25 receiving federal student loans to pay for this program.	The percentage of graduates in 2024/25 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2024/25 graduates who took out federal student loans at this institution.
2024	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A

(1) As reported by the United State Department of Education. The 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.
Students at Virtual Design & Construction Institute 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.

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, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Student Name - Print		School Official Name - Print	
Student Signature	Date	School Official Signature	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-

"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

"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

"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

"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.

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STUDENT'S RIGHT TO CANCEL

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Single-course students who cancel or withdraw from their training path will receive a full refund for their future, not yet accessed courses. Courses that have been scheduled and accessed cannot be cancelled, and withdrawal requests for those courses will not result in a refund.

Students who withdraw from a program will receive a pro rata refund as defined by the ACCET and BPPE policies. All program cancellations must be communicated by the 7th day of the program.

Students who were terminated due to violation of the VDCI Code of Conduct, including Inactive Unresponsive students, will not receive a refund for their current and scheduled course(s) but will receive a full refund for any future courses.

Refunds will be issued to the student within 45 days from the Date of Determination.

Cancellation and Refund Policy

Program student refunds are the greater refund after comparing the ACCET and BPPE calculations. The ACCET refund calculation type will be determined by the student's last day of attendance. The BPPE refund calculation type will be determined by the number of clock hours attended or scheduled to be attended.

ACCET Refund Policy

All Vocational Programs and avocational programs 300 clock hours or greater:

a. Refund amounts must be based on a student's last date of attendance (LDA). When determining the number of weeks completed by the student, the institution may consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.

b. During the first week of classes, tuition charges withheld must not exceed 10 percent (10%) of the stated tuition up to a maximum of $1,000.

c. After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained must not exceed a pro rata portion of tuition for the training period tuition charges retained must not exceed a pro rata portion of tuition for the training period completed, plus ten percent (10%) of the unearned tuition for the period of training that was not completed, up to a maximum of $1,000. (See example.) Institutions that do not retain any unearned tuition may assess an administrative fee associated with withdrawal or termination not to exceed $100.

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d. After fifty percent (50%) of the period of financial obligation is completed by the student, the institution may retain the full tuition for that period.
e. While ACCET requires that tuition be listed on the enrollment agreement, some states require that an institution list the tuition for an entire program on an enrollment agreement even when the institution only financially obligates the student for a portion of the entire program. When calculating a refund, the percentage of tuition retained by the institution must be based on the portion of the program the student was attending through his or her last date of attendance when the student dropped, not the tuition charged for the entire program listed on the enrollment agreement.

All extra costs, such as books, supplies, equipment, laboratory fees, rentals and any similar charges not included in the tuition price, must be clearly stated in the enrollment agreement. Non-refundable charges must be explicitly itemized in the catalog and the enrollment agreement. Charges that are non-refundable must be limited to those materials that are distributed and attributable to the portion of the program attended by the student.

Cancellation After the Start of Class (Optional Student Trial Period): An institution may consider a withdrawal as a cancellation or no show (for example, within the first week of the program) provided this process is fully delineated in writing as part of the refund policy and provided to all students at or before enrollment. A student who is considered a cancellation or no show under such a policy must have all charges refunded and all payments returned to the individual or the applicable funding source less the maximum allowable application/registration fee of $200, if such charges are clearly itemized in the enrollment agreement as being nonrefundable. Cancellations processed in accordance with this trial period section are not treated as a start by ACCET and, therefore, do not negatively impact the institution's completion rate.

BPPE Refund Policy

(a) Every institution shall make refunds that are no less than the refunds required under the Act and this
(b) An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal. Withdrawal policy procedures pursuant to section 94909(a)((8)(B) of the Code shall include, at a minimum: the acceptable methods of delivery of a notice to withdraw; whether withdrawal can be accomplished by conduct, and if so, how; the position or positions to whom the notice to withdraw must be delivered; and the date that the notice to withdraw is considered effective, which shall be no later than the date received by the institution.

(c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

(1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
(2) Except as provided for in subdivision (a)(3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.

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(3) Except as provided herein, all amounts that the student has paid shall be subject to refund unless the enrollment agreement and the refund policy outlined in the catalog specify amounts paid for an application fee or deposit not more than $250.00, books, supplies, or equipment, and specify whether and under what circumstances those amounts are non-refundable. Except when an institution provides a 100% refund pursuant to section 94919(d) or section 94920(b) of the Code, any assessment paid pursuant to section 94923 of the Code is non-refundable.

(4) For purposes of determining a refund under the Act and this section, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in its catalog.

(d) If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

(e) An institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision and section 94919(d) of the Code, “day” means calendar day.

(f) The institution shall maintain a cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellations or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year. Note: Authority cited: Sections 94803, 94877 and 94885, Education Code. Reference: Sections 94885, 94919 and 94920, Education Code.

Program Charges

For all programs, there is a non-refundable $150 Registration Fee. Program tuition is refundable.

For all single courses and training paths, there are no non-refundable Registration Fees.

Cancelled courses are refundable.

Textbooks are not required for any program or single course. Recommended textbooks may be requested by the student. Textbooks are non-refundable unless the program is cancelled.

Practical Applications Taught by Practicing Professionals

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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2024 & 2025

Revit MEP Professional - 150 Clock Hours

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	100.00%
2025	4	4	4	100.00%

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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2024	2	2	2	2	100.00%
2025	4	4	4	2	50.00%

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 learn@vdci.edu.

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2024	0	2	2
2025	0	2	2

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2024	2	0	2
2025	2	0	2

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	0	2
2025	0	2

Self-Employed / Freelance Positions

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	0	2
2025	0	2

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License Examination Passage Rates

Includes data for the two calendar years prior to reporting.

This Program does not lead to any state licensing examination. State licensure is not required to work in entry-level positions in the AEC field.

Calendar Year	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Pass-ed Exam	Number Who Failed Exam	Passage Rate
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	No Salary Information Reported	$25,001 - $30,000	$30,001 - $35,000
2024	2	2	1	0	0
2025	4	2	1	0	0

$35,001 - $40,000	$40,001 - $45,000	$45,001 - $50,000	$50,001 - $55,000	$55,001 - $60,000	$60,001 - $65,000
0	0	0	0	0	1
0	0	0	0	0	0

$65,001 - $70,000	$70,001 - $75,000	$75,001 - $80,000	$80,001 - $85,000	$85,001 - $90,000	$90,001+
0	0	0	0	0	1
1	0	0	0	0	0

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Cost of Educational Program

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

Total charges for the program for students completing on time in 2025: $2950
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

Calendar Year	Most recent three year cohort default rate (1)	The percentage of enrolled students in 2024/25 receiving federal student loans to pay for this program.	The percentage of graduates in 2024/25 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2024/25 graduates who took out federal student loans at this institution.
2024	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A

(1) As reported by the United State Department of Education. The 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 Name - Print		School Official Name - Print	
Student Signature	Date	School Official Signature	Date

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Definitions

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"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.

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ACCET Refund Policy

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b. During the first week of classes, tuition charges withheld must not exceed 10 percent (10%) of the stated tuition up to a maximum of $1,000.

c. After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained must not exceed a pro rata portion of tuition for the training period tuition charges retained must not exceed a pro rata portion of tuition for the training period completed, plus ten percent (10%) of the unearned tuition for the period of training that was not completed, up to a maximum of $1,000. (See example.) Institutions that do not retain any unearned tuition may assess an administrative fee associated with withdrawal or termination not to exceed $100.

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d. After fifty percent (50%) of the period of financial obligation is completed by the student, the institution may retain the full tuition for that period.
e. While ACCET requires that tuition be listed on the enrollment agreement, some states require that an institution list the tuition for an entire program on an enrollment agreement even when the institution only financially obligates the student for a portion of the entire program. When calculating a refund, the percentage of tuition retained by the institution must be based on the portion of the program the student was attending through his or her last date of attendance when the student dropped, not the tuition charged for the entire program listed on the enrollment agreement.

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BPPE Refund Policy

(a) Every institution shall make refunds that are no less than the refunds required under the Act and this
(b) An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal. Withdrawal policy procedures pursuant to section 94909(a)((8)(B) of the Code shall include, at a minimum: the acceptable methods of delivery of a notice to withdraw; whether withdrawal can be accomplished by conduct, and if so, how; the position or positions to whom the notice to withdraw must be delivered; and the date that the notice to withdraw is considered effective, which shall be no later than the date received by the institution.

(c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

(1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
(2) Except as provided for in subdivision (a)(3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.

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(3) Except as provided herein, all amounts that the student has paid shall be subject to refund unless the enrollment agreement and the refund policy outlined in the catalog specify amounts paid for an application fee or deposit not more than $250.00, books, supplies, or equipment, and specify whether and under what circumstances those amounts are non-refundable. Except when an institution provides a 100% refund pursuant to section 94919(d) or section 94920(b) of the Code, any assessment paid pursuant to section 94923 of the Code is non-refundable.

(4) For purposes of determining a refund under the Act and this section, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in its catalog.

(d) If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

(e) An institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision and section 94919(d) of the Code, “day” means calendar day.

(f) The institution shall maintain a cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellations or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year. Note: Authority cited: Sections 94803, 94877 and 94885, Education Code. Reference: Sections 94885, 94919 and 94920, Education Code.

Program Charges

For all programs, there is a non-refundable $150 Registration Fee. Program tuition is refundable.

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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2024 & 2025

Revit Structure Professional - 140 Clock Hours

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	0	0	0	0.00%
2025	0	0	0	0.00%

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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2024	0	0	0	0	0.00%
2025	0	0	0	0	0.00%

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 learn@vdci.edu.

Virtual Design & Construction Institute
3904 Groton Street, Suite 200, San Diego CA 92110
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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2024	0	0	0
2025	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2024	0	0	0
2025	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	0	0
2025	0	0

Self-Employed / Freelance Positions

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	0	0
2025	0	0

Student's Initials:_____ Date:_____

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License Examination Passage Rates

Includes data for the two calendar years prior to reporting.

This Program does not lead to any state licensing examination. State licensure is not required to work in entry-level positions in the AEC field.

Calendar Year	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Pass-ed Exam	Number Who Failed Exam	Passage Rate
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	No Salary Information Reported	$25,001 - $30,000	$30,001 - $35,000
2024	0	0	0	0	0
2025	0	0	0	0	0

$35,001 - $40,000	$40,001 - $45,000	$45,001 - $50,000	$50,001 - $55,000	$55,001 - $60,000	$60,001 - $65,000
0	0	0	0	0	0
0	0	0	0	0	0

$65,001 - $70,000	$70,001 - $75,000	$75,001 - $80,000	$80,001 - $85,000	$85,001 - $90,000	$90,001+
0	0	0	0	0	0
0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Please contact learn@vdci.edu.

Student's Initials:_____ Date:_____

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Cost of Educational Program

Total charges for the program for students completing on time in 2024: $2950
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2025: $2950
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

Calendar Year	Most recent three year cohort default rate (1)	The percentage of enrolled students in 2024/25 receiving federal student loans to pay for this program.	The percentage of graduates in 2024/25 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2024/25 graduates who took out federal student loans at this institution.
2024	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A

(1) As reported by the United State Department of Education. The 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.
Students at Virtual Design & Construction Institute 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.

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, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Student Name - Print		School Official Name - Print	
Student Signature	Date	School Official Signature	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-

"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

"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

"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

"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.

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STUDENT'S RIGHT TO CANCEL

Students may request a withdrawal and receive an applicable refund by contacting the Student Services team at learn@vdci.edu. Students should not contact their instructors with withdrawal requests.

Single-course students who cancel or withdraw from their training path will receive a full refund for their future, not yet accessed courses. Courses that have been scheduled and accessed cannot be cancelled, and withdrawal requests for those courses will not result in a refund.

Students who withdraw from a program will receive a pro rata refund as defined by the ACCET and BPPE policies. All program cancellations must be communicated by the 7th day of the program.

Students who were terminated due to violation of the VDCI Code of Conduct, including Inactive Unresponsive students, will not receive a refund for their current and scheduled course(s) but will receive a full refund for any future courses.

Refunds will be issued to the student within 45 days from the Date of Determination.

Cancellation and Refund Policy

Program student refunds are the greater refund after comparing the ACCET and BPPE calculations. The ACCET refund calculation type will be determined by the student's last day of attendance. The BPPE refund calculation type will be determined by the number of clock hours attended or scheduled to be attended.

ACCET Refund Policy

All Vocational Programs and avocational programs 300 clock hours or greater:

a. Refund amounts must be based on a student's last date of attendance (LDA). When determining the number of weeks completed by the student, the institution may consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.

b. During the first week of classes, tuition charges withheld must not exceed 10 percent (10%) of the stated tuition up to a maximum of $1,000.

c. After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained must not exceed a pro rata portion of tuition for the training period tuition charges retained must not exceed a pro rata portion of tuition for the training period completed, plus ten percent (10%) of the unearned tuition for the period of training that was not completed, up to a maximum of $1,000. (See example.) Institutions that do not retain any unearned tuition may assess an administrative fee associated with withdrawal or termination not to exceed $100.

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d. After fifty percent (50%) of the period of financial obligation is completed by the student, the institution may retain the full tuition for that period.
e. While ACCET requires that tuition be listed on the enrollment agreement, some states require that an institution list the tuition for an entire program on an enrollment agreement even when the institution only financially obligates the student for a portion of the entire program. When calculating a refund, the percentage of tuition retained by the institution must be based on the portion of the program the student was attending through his or her last date of attendance when the student dropped, not the tuition charged for the entire program listed on the enrollment agreement.

All extra costs, such as books, supplies, equipment, laboratory fees, rentals and any similar charges not included in the tuition price, must be clearly stated in the enrollment agreement. Non-refundable charges must be explicitly itemized in the catalog and the enrollment agreement. Charges that are non-refundable must be limited to those materials that are distributed and attributable to the portion of the program attended by the student.

Cancellation After the Start of Class (Optional Student Trial Period): An institution may consider a withdrawal as a cancellation or no show (for example, within the first week of the program) provided this process is fully delineated in writing as part of the refund policy and provided to all students at or before enrollment. A student who is considered a cancellation or no show under such a policy must have all charges refunded and all payments returned to the individual or the applicable funding source less the maximum allowable application/registration fee of $200, if such charges are clearly itemized in the enrollment agreement as being nonrefundable. Cancellations processed in accordance with this trial period section are not treated as a start by ACCET and, therefore, do not negatively impact the institution's completion rate.

BPPE Refund Policy

(a) Every institution shall make refunds that are no less than the refunds required under the Act and this
(b) An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal. Withdrawal policy procedures pursuant to section 94909(a)((8)(B) of the Code shall include, at a minimum: the acceptable methods of delivery of a notice to withdraw; whether withdrawal can be accomplished by conduct, and if so, how; the position or positions to whom the notice to withdraw must be delivered; and the date that the notice to withdraw is considered effective, which shall be no later than the date received by the institution.

(c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

(1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
(2) Except as provided for in subdivision (a)(3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.

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(3) Except as provided herein, all amounts that the student has paid shall be subject to refund unless the enrollment agreement and the refund policy outlined in the catalog specify amounts paid for an application fee or deposit not more than $250.00, books, supplies, or equipment, and specify whether and under what circumstances those amounts are non-refundable. Except when an institution provides a 100% refund pursuant to section 94919(d) or section 94920(b) of the Code, any assessment paid pursuant to section 94923 of the Code is non-refundable.

(4) For purposes of determining a refund under the Act and this section, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in its catalog.

(d) If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

(e) An institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision and section 94919(d) of the Code, “day” means calendar day.

(f) The institution shall maintain a cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellations or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year. Note: Authority cited: Sections 94803, 94877 and 94885, Education Code. Reference: Sections 94885, 94919 and 94920, Education Code.

Program Charges

For all programs, there is a non-refundable $150 Registration Fee. Program tuition is refundable.

For all single courses and training paths, there are no non-refundable Registration Fees.

Cancelled courses are refundable.

Textbooks are not required for any program or single course. Recommended textbooks may be requested by the student. Textbooks are non-refundable unless the program is cancelled.

Practical Applications Taught by Practicing Professionals

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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2024 & 2025

Civil 3D Professional - 150 Clock Hours

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	0	0	0	0.00%
2025	1	1	1	100.00%

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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2024	0	0	0	0	0.00%
2025	1	1	1	0	0.00%

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 learn@vdci.edu.

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2024	0	0	0
2025	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2024	0	0	0
2025	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	0	0
2025	0	0

Self-Employed / Freelance Positions

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	0	0
2025	0	0

Student's Initials:_____ Date:_____

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License Examination Passage Rates

Includes data for the two calendar years prior to reporting.

This Program does not lead to any state licensing examination. State licensure is not required to work in entry-level positions in the AEC field.

Calendar Year	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Pass-ed Exam	Number Who Failed Exam	Passage Rate
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	No Salary Information Reported	$25,001 - $30,000	$30,001 - $35,000
2024	0	0	0	0	0
2025	1	0	0	0	0

$35,001 - $40,000	$40,001 - $45,000	$45,001 - $50,000	$50,001 - $55,000	$55,001 - $60,000	$60,001 - $65,000
0	0	0	0	0	0
0	0	0	0	0	0

$65,001 - $70,000	$70,001 - $75,000	$75,001 - $80,000	$80,001 - $85,000	$85,001 - $90,000	$90,001+
0	0	0	0	0	0
0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Please contact learn@vdci.edu.

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Cost of Educational Program

Total charges for the program for students completing on time in 2024: $3150
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2025: $3150
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

Calendar Year	Most recent three year cohort default rate (1)	The percentage of enrolled students in 2024/25 receiving federal student loans to pay for this program.	The percentage of graduates in 2024/25 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2024/25 graduates who took out federal student loans at this institution.
2024	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A

(1) As reported by the United State Department of Education. The 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.
Students at Virtual Design & Construction Institute 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.

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

"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

"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

"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

"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.

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STUDENT'S RIGHT TO CANCEL

Students may request a withdrawal and receive an applicable refund by contacting the Student Services team at learn@vdci.edu. Students should not contact their instructors with withdrawal requests.

Single-course students who cancel or withdraw from their training path will receive a full refund for their future, not yet accessed courses. Courses that have been scheduled and accessed cannot be cancelled, and withdrawal requests for those courses will not result in a refund.

Students who withdraw from a program will receive a pro rata refund as defined by the ACCET and BPPE policies. All program cancellations must be communicated by the 7th day of the program.

Students who were terminated due to violation of the VDCI Code of Conduct, including Inactive Unresponsive students, will not receive a refund for their current and scheduled course(s) but will receive a full refund for any future courses.

Refunds will be issued to the student within 45 days from the Date of Determination.

Cancellation and Refund Policy

Program student refunds are the greater refund after comparing the ACCET and BPPE calculations. The ACCET refund calculation type will be determined by the student's last day of attendance. The BPPE refund calculation type will be determined by the number of clock hours attended or scheduled to be attended.

ACCET Refund Policy

All Vocational Programs and avocational programs 300 clock hours or greater:

a. Refund amounts must be based on a student's last date of attendance (LDA). When determining the number of weeks completed by the student, the institution may consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.

b. During the first week of classes, tuition charges withheld must not exceed 10 percent (10%) of the stated tuition up to a maximum of $1,000.

c. After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained must not exceed a pro rata portion of tuition for the training period tuition charges retained must not exceed a pro rata portion of tuition for the training period completed, plus ten percent (10%) of the unearned tuition for the period of training that was not completed, up to a maximum of $1,000. (See example.) Institutions that do not retain any unearned tuition may assess an administrative fee associated with withdrawal or termination not to exceed $100.

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d. After fifty percent (50%) of the period of financial obligation is completed by the student, the institution may retain the full tuition for that period.
e. While ACCET requires that tuition be listed on the enrollment agreement, some states require that an institution list the tuition for an entire program on an enrollment agreement even when the institution only financially obligates the student for a portion of the entire program. When calculating a refund, the percentage of tuition retained by the institution must be based on the portion of the program the student was attending through his or her last date of attendance when the student dropped, not the tuition charged for the entire program listed on the enrollment agreement.

All extra costs, such as books, supplies, equipment, laboratory fees, rentals and any similar charges not included in the tuition price, must be clearly stated in the enrollment agreement. Non-refundable charges must be explicitly itemized in the catalog and the enrollment agreement. Charges that are non-refundable must be limited to those materials that are distributed and attributable to the portion of the program attended by the student.

Cancellation After the Start of Class (Optional Student Trial Period): An institution may consider a withdrawal as a cancellation or no show (for example, within the first week of the program) provided this process is fully delineated in writing as part of the refund policy and provided to all students at or before enrollment. A student who is considered a cancellation or no show under such a policy must have all charges refunded and all payments returned to the individual or the applicable funding source less the maximum allowable application/registration fee of $200, if such charges are clearly itemized in the enrollment agreement as being nonrefundable. Cancellations processed in accordance with this trial period section are not treated as a start by ACCET and, therefore, do not negatively impact the institution's completion rate.

BPPE Refund Policy

(a) Every institution shall make refunds that are no less than the refunds required under the Act and this
(b) An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal. Withdrawal policy procedures pursuant to section 94909(a)((8)(B) of the Code shall include, at a minimum: the acceptable methods of delivery of a notice to withdraw; whether withdrawal can be accomplished by conduct, and if so, how; the position or positions to whom the notice to withdraw must be delivered; and the date that the notice to withdraw is considered effective, which shall be no later than the date received by the institution.

(c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

(1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
(2) Except as provided for in subdivision (a)(3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.

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(3) Except as provided herein, all amounts that the student has paid shall be subject to refund unless the enrollment agreement and the refund policy outlined in the catalog specify amounts paid for an application fee or deposit not more than $250.00, books, supplies, or equipment, and specify whether and under what circumstances those amounts are non-refundable. Except when an institution provides a 100% refund pursuant to section 94919(d) or section 94920(b) of the Code, any assessment paid pursuant to section 94923 of the Code is non-refundable.

(4) For purposes of determining a refund under the Act and this section, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in its catalog.

(d) If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

(e) An institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision and section 94919(d) of the Code, “day” means calendar day.

(f) The institution shall maintain a cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellations or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year. Note: Authority cited: Sections 94803, 94877 and 94885, Education Code. Reference: Sections 94885, 94919 and 94920, Education Code.

Program Charges

For all programs, there is a non-refundable $150 Registration Fee. Program tuition is refundable.

For all single courses and training paths, there are no non-refundable Registration Fees.

Cancelled courses are refundable.

Textbooks are not required for any program or single course. Recommended textbooks may be requested by the student. Textbooks are non-refundable unless the program is cancelled.

Practical Applications Taught by Practicing Professionals

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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2024 & 2025

Civil 3D Previous Experience - 90 Clock Hours

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	0	0	0	0.00%
2025	0	0	0	0.00%

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 the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2024	0	0	0	0	0.00%
2025	0	0	0	0	0.00%

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 learn@vdci.edu.

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2024	0	0	0
2025	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2024	0	0	0
2025	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	0	0
2025	0	0

Self-Employed / Freelance Positions

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	0	0
2025	0	0

Student's Initials:_____ Date:_____

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License Examination Passage Rates

Includes data for the two calendar years prior to reporting.

This Program does not lead to any state licensing examination. State licensure is not required to work in entry-level positions in the AEC field.

Calendar Year	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Pass-ed Exam	Number Who Failed Exam	Passage Rate
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	No Salary Information Reported	$25,001 - $30,000	$30,001 - $35,000
2024	0	0	0	0	0
2025	0	0	0	0	0

$35,001 - $40,000	$40,001 - $45,000	$45,001 - $50,000	$50,001 - $55,000	$55,001 - $60,000	$60,001 - $65,000
0	0	0	0	0	0
0	0	0	0	0	0

$65,001 - $70,000	$70,001 - $75,000	$75,001 - $80,000	$80,001 - $85,000	$85,001 - $90,000	$90,001+
0	0	0	0	0	0
0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Please contact learn@vdci.edu.

Student's Initials:_____ Date:_____

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Cost of Educational Program

Total charges for the program for students completing on time in 2024: $1950
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2025: $1950
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

Calendar Year	Most recent three year cohort default rate (1)	The percentage of enrolled students in 2024/25 receiving federal student loans to pay for this program.	The percentage of graduates in 2024/25 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2024/25 graduates who took out federal student loans at this institution.
2024	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A

(1) As reported by the United State Department of Education. The 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.
Students at Virtual Design & Construction Institute 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.

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, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Student Name - Print		School Official Name - Print	
Student Signature	Date	School Official Signature	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-

"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

"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

"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

"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.

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STUDENT'S RIGHT TO CANCEL

Students may request a withdrawal and receive an applicable refund by contacting the Student Services team at learn@vdci.edu. Students should not contact their instructors with withdrawal requests.

Single-course students who cancel or withdraw from their training path will receive a full refund for their future, not yet accessed courses. Courses that have been scheduled and accessed cannot be cancelled, and withdrawal requests for those courses will not result in a refund.

Students who withdraw from a program will receive a pro rata refund as defined by the ACCET and BPPE policies. All program cancellations must be communicated by the 7th day of the program.

Students who were terminated due to violation of the VDCI Code of Conduct, including Inactive Unresponsive students, will not receive a refund for their current and scheduled course(s) but will receive a full refund for any future courses.

Refunds will be issued to the student within 45 days from the Date of Determination.

Cancellation and Refund Policy

Program student refunds are the greater refund after comparing the ACCET and BPPE calculations. The ACCET refund calculation type will be determined by the student's last day of attendance. The BPPE refund calculation type will be determined by the number of clock hours attended or scheduled to be attended.

ACCET Refund Policy

All Vocational Programs and avocational programs 300 clock hours or greater:

a. Refund amounts must be based on a student's last date of attendance (LDA). When determining the number of weeks completed by the student, the institution may consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.

b. During the first week of classes, tuition charges withheld must not exceed 10 percent (10%) of the stated tuition up to a maximum of $1,000.

c. After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained must not exceed a pro rata portion of tuition for the training period tuition charges retained must not exceed a pro rata portion of tuition for the training period completed, plus ten percent (10%) of the unearned tuition for the period of training that was not completed, up to a maximum of $1,000. (See example.) Institutions that do not retain any unearned tuition may assess an administrative fee associated with withdrawal or termination not to exceed $100.

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d. After fifty percent (50%) of the period of financial obligation is completed by the student, the institution may retain the full tuition for that period.
e. While ACCET requires that tuition be listed on the enrollment agreement, some states require that an institution list the tuition for an entire program on an enrollment agreement even when the institution only financially obligates the student for a portion of the entire program. When calculating a refund, the percentage of tuition retained by the institution must be based on the portion of the program the student was attending through his or her last date of attendance when the student dropped, not the tuition charged for the entire program listed on the enrollment agreement.

All extra costs, such as books, supplies, equipment, laboratory fees, rentals and any similar charges not included in the tuition price, must be clearly stated in the enrollment agreement. Non-refundable charges must be explicitly itemized in the catalog and the enrollment agreement. Charges that are non-refundable must be limited to those materials that are distributed and attributable to the portion of the program attended by the student.

Cancellation After the Start of Class (Optional Student Trial Period): An institution may consider a withdrawal as a cancellation or no show (for example, within the first week of the program) provided this process is fully delineated in writing as part of the refund policy and provided to all students at or before enrollment. A student who is considered a cancellation or no show under such a policy must have all charges refunded and all payments returned to the individual or the applicable funding source less the maximum allowable application/registration fee of $200, if such charges are clearly itemized in the enrollment agreement as being nonrefundable. Cancellations processed in accordance with this trial period section are not treated as a start by ACCET and, therefore, do not negatively impact the institution's completion rate.

BPPE Refund Policy

(a) Every institution shall make refunds that are no less than the refunds required under the Act and this
(b) An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal. Withdrawal policy procedures pursuant to section 94909(a)((8)(B) of the Code shall include, at a minimum: the acceptable methods of delivery of a notice to withdraw; whether withdrawal can be accomplished by conduct, and if so, how; the position or positions to whom the notice to withdraw must be delivered; and the date that the notice to withdraw is considered effective, which shall be no later than the date received by the institution.

(c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

(1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
(2) Except as provided for in subdivision (a)(3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.

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(3) Except as provided herein, all amounts that the student has paid shall be subject to refund unless the enrollment agreement and the refund policy outlined in the catalog specify amounts paid for an application fee or deposit not more than $250.00, books, supplies, or equipment, and specify whether and under what circumstances those amounts are non-refundable. Except when an institution provides a 100% refund pursuant to section 94919(d) or section 94920(b) of the Code, any assessment paid pursuant to section 94923 of the Code is non-refundable.

(4) For purposes of determining a refund under the Act and this section, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in its catalog.

(d) If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

(e) An institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision and section 94919(d) of the Code, “day” means calendar day.

(f) The institution shall maintain a cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellations or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year. Note: Authority cited: Sections 94803, 94877 and 94885, Education Code. Reference: Sections 94885, 94919 and 94920, Education Code.

Program Charges

For all programs, there is a non-refundable $150 Registration Fee. Program tuition is refundable.

For all single courses and training paths, there are no non-refundable Registration Fees.

Cancelled courses are refundable.

Textbooks are not required for any program or single course. Recommended textbooks may be requested by the student. Textbooks are non-refundable unless the program is cancelled.

Practical Applications Taught by Practicing Professionals

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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2024 & 2025

Occupational Associate Degree - Architectural Drafting and Design

1170 Clock Hours / 110 Quarter Credit Hours. This program was approved by the Bureau for Private Postsecondary Education effective March 17, 2026, and was not offered during calendar years 2024 or 2025; therefore, no data is available (N/A).

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	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A

Student's Initials:_____ Date:_____

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

Job Placement Rates

Includes data for the two calendar years prior to reporting.

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2024	N/A	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A	N/A

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. Please contact learn@vdci.edu.

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2024	N/A	N/A	N/A
2025	N/A	N/A	N/A

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	N/A	N/A	N/A
2025	N/A	N/A	N/A

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2024	N/A	N/A
2025	N/A	N/A

Self-Employed / Freelance Positions

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	N/A	N/A
2025	N/A	N/A

Student's Initials:_____ Date:_____

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License Examination Passage Rates

Includes data for the two calendar years prior to reporting.

This Program does not lead to any state licensing examination. State licensure is not required to work in entry-level positions in the AEC field.

Calendar Year	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Pass-ed Exam	Number Who Failed Exam	Passage Rate
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	No Salary Information Reported	$25,001 - $30,000	$30,001 - $35,000
2024	N/A	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A	N/A

$35,001 - $40,000	$40,001 - $45,000	$45,001 - $50,000	$50,001 - $55,000	$55,001 - $60,000	$60,001 - $65,000
N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A

$65,001 - $70,000	$70,001 - $75,000	$75,001 - $80,000	$80,001 - $85,000	$85,001 - $90,000	$90,001+
N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A

A list of sources used to substantiate salary disclosures is available from the school. Please contact learn@vdci.edu.

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 2024: N/A - program not offered in 2024.

Total charges for the program for students completing on time in 2025: N/A - program not offered in 2025.
Current total charges for students completing on time: $10,149 ($9,999 tuition + $150 non-refundable registration fee; STRF $0.00). 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

Calendar Year	Most recent three year cohort default rate (1)	The percentage of enrolled students in 2024/25 receiving federal student loans to pay for this program.	The percentage of graduates in 2024/25 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2024/25 graduates who took out federal student loans at this institution.
2024	N/A	N/A	N/A	N/A
2025	N/A	N/A	N/A	N/A

(1) As reported by the United State Department of Education. The 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.
Students at Virtual Design & Construction Institute 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.

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, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Student Name - Print		School Official Name - Print	
Student Signature	Date	School Official Signature	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-

"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

"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

"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

"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.

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www.vdci.edu
learn@vdci.edu

STUDENT'S RIGHT TO CANCEL

Students may request a withdrawal and receive an applicable refund by contacting the Student Services team at learn@vdci.edu. Students should not contact their instructors with withdrawal requests.

Single-course students who cancel or withdraw from their training path will receive a full refund for their future, not yet accessed courses. Courses that have been scheduled and accessed cannot be cancelled, and withdrawal requests for those courses will not result in a refund.

Students who withdraw from a program will receive a pro rata refund as defined by the ACCET and BPPE policies. All program cancellations must be communicated by the 7th day of the program.

Students who were terminated due to violation of the VDCI Code of Conduct, including Inactive Unresponsive students, will not receive a refund for their current and scheduled course(s) but will receive a full refund for any future courses.

Refunds will be issued to the student within 45 days from the Date of Determination.

Cancellation and Refund Policy

Program student refunds are the greater refund after comparing the ACCET and BPPE calculations. The ACCET refund calculation type will be determined by the student's last day of attendance. The BPPE refund calculation type will be determined by the number of clock hours attended or scheduled to be attended.

ACCET Refund Policy

All Vocational Programs and avocational programs 300 clock hours or greater:

a. Refund amounts must be based on a student's last date of attendance (LDA). When determining the number of weeks completed by the student, the institution may consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.

b. During the first week of classes, tuition charges withheld must not exceed 10 percent (10%) of the stated tuition up to a maximum of $1,000.

c. After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained must not exceed a pro rata portion of tuition for the training period tuition charges retained must not exceed a pro rata portion of tuition for the training period completed, plus ten percent (10%) of the unearned tuition for the period of training that was not completed, up to a maximum of $1,000. (See example.) Institutions that do not retain any unearned tuition may assess an administrative fee associated with withdrawal or termination not to exceed $100.

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d. After fifty percent (50%) of the period of financial obligation is completed by the student, the institution may retain the full tuition for that period.
e. While ACCET requires that tuition be listed on the enrollment agreement, some states require that an institution list the tuition for an entire program on an enrollment agreement even when the institution only financially obligates the student for a portion of the entire program. When calculating a refund, the percentage of tuition retained by the institution must be based on the portion of the program the student was attending through his or her last date of attendance when the student dropped, not the tuition charged for the entire program listed on the enrollment agreement.

All extra costs, such as books, supplies, equipment, laboratory fees, rentals and any similar charges not included in the tuition price, must be clearly stated in the enrollment agreement. Non-refundable charges must be explicitly itemized in the catalog and the enrollment agreement. Charges that are non-refundable must be limited to those materials that are distributed and attributable to the portion of the program attended by the student.

Cancellation After the Start of Class (Optional Student Trial Period): An institution may consider a withdrawal as a cancellation or no show (for example, within the first week of the program) provided this process is fully delineated in writing as part of the refund policy and provided to all students at or before enrollment. A student who is considered a cancellation or no show under such a policy must have all charges refunded and all payments returned to the individual or the applicable funding source less the maximum allowable application/registration fee of $200, if such charges are clearly itemized in the enrollment agreement as being nonrefundable. Cancellations processed in accordance with this trial period section are not treated as a start by ACCET and, therefore, do not negatively impact the institution's completion rate.

BPPE Refund Policy

(a) Every institution shall make refunds that are no less than the refunds required under the Act and this
(b) An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal. Withdrawal policy procedures pursuant to section 94909(a)((8)(B) of the Code shall include, at a minimum: the acceptable methods of delivery of a notice to withdraw; whether withdrawal can be accomplished by conduct, and if so, how; the position or positions to whom the notice to withdraw must be delivered; and the date that the notice to withdraw is considered effective, which shall be no later than the date received by the institution.

(c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

(1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
(2) Except as provided for in subdivision (a)(3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.

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(3) Except as provided herein, all amounts that the student has paid shall be subject to refund unless the enrollment agreement and the refund policy outlined in the catalog specify amounts paid for an application fee or deposit not more than $250.00, books, supplies, or equipment, and specify whether and under what circumstances those amounts are non-refundable. Except when an institution provides a 100% refund pursuant to section 94919(d) or section 94920(b) of the Code, any assessment paid pursuant to section 94923 of the Code is non-refundable.

(4) For purposes of determining a refund under the Act and this section, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in its catalog.

(d) If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

(e) An institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision and section 94919(d) of the Code, “day” means calendar day.

(f) The institution shall maintain a cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellations or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year. Note: Authority cited: Sections 94803, 94877 and 94885, Education Code. Reference: Sections 94885, 94919 and 94920, Education Code.

Program Charges

For all programs, there is a non-refundable $150 Registration Fee. Program tuition is refundable.

For all single courses and training paths, there are no non-refundable Registration Fees.

Cancelled courses are refundable.

Textbooks are not required for any program or single course. Recommended textbooks may be requested by the student. Textbooks are non-refundable unless the program is cancelled.