



The Accounting Annex, Inc.
 41 E. Foothill Blvd., #201, Arcadia, CA 91006-2361
 626-445-8526
 theaccountingannex.com

SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015
 Computerized Accounting – 143 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
2014	36	36	36	100%
2015	37	37	37	100%

Student's Initials: _____ Date: _____

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

Students Completing Within 150% of the Published Program Length

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	36	36	0	0
2015	37	37	0	0

** Included if the program is more than one year in length.

Student's Initials: _____ Date: _____

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

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2014	"Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2015 and prior graduates."				
2015					

A student may obtain from the institution a list of the employment positions determined to be in the field for which he or she received education and training.

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

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2014	"Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2015 and prior graduates."		
2015			

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
2014	"Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2015 and prior graduates."		
2015			



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Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	"Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2015 and prior graduates."	
2015		

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2014	"Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2015 and prior graduates."	
2015		

Student's Initials: _____ **Date:** _____

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IF the Graduate decides to obtain self-employment or freelance work the following may result:

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

Student's Initials: _____ **Date:** _____

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Cost of Educational Program

Total charges for the program for students completing on-time in 2015: \$4,560.00. Additional charges 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.

Students at The Accounting Annex, Inc., are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

Student's Initials: _____ **Date:** _____

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

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 been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888)370-7589 or by fax (916) 263-1897.

 Student Name – Print

 Student Signature

 Date

 School Official

 Date



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Definitions

- “Number of Students Who Began the Program” means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- “Students Available for Graduation” is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- “Number of On-time Graduates” is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- “On-time Completion Rate” is the number of on-time graduates divided by the number of students available for graduation.
- “150% Graduates” is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- “Graduates Available for Employment” means the number of graduates minus the number of graduates unavailable for employment.
- “Graduates Unavailable for Employment” means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable education program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.



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- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



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STUDENTS RIGHT TO CANCEL

The registration fee of \$75.00 is non-refundable.

The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

The registration fee is refundable.

The student must notify the school in writing (e-mail is accepted) that he/she is canceling. A withdrawal may be effectuated in writing or by the student's actions. A withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance. Hence, an absence with no communication to the school may be taken as a withdrawal. It is our policy to confirm your intentions by e-mail or telephone, but if you do not respond within a week after our attempt to confirm with you, we will interpret the lack of communication to be a withdrawal.

A refund will be given for any charges paid up to and including the first class session, or after the seventh day of enrollment, whichever is later. If the student cancels after the first class session and/or after the 7th day after enrollment (whichever is later), a prorated calculation of the registration fee will be made of the refund based on number of days in class divided by total number of days in the course (22).

Example 1: Student pays \$1,000 at the date of enrollment and sends us a cancellation notification the first day of class. The student will receive a \$1,000 refund. If the student pays \$1000 at any point prior to class and enrolls the first day of class and cancels on the first day of class, they receive a refund of \$1000. The registration fee is refunded in all circumstances. If a STRF fee is collected, it is non-refundable.

Example 2: Student pays \$1000 at the date of enrollment (January 2) and paid no other moneys to date. Class starts January 6. The student sends us a cancellation notice on January 15. It is past 7 days from enrollment. The class cost is \$4,650 including registration fee. The student has been in class 7 days. Saturdays and Sundays are not included in the calculation. $7/22 \times \$3,695$ (tuition including registration fee) - \$75 (non-refundable registration fee) + \$125 (books and supplies not returned in pristine condition) (if book and supplies are returned in pristine



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condition there will be no charge) = \$1427.05 - the prorated portion of the class that would be charged to the student, so no refund would be paid, and the student would owe us \$1,427.05 – \$1,000 – \$75 or \$352.05. The registration fee is non-refundable in all circumstances. If a STRF fee is collected, it is not refundable

Any student has the right to cancel or withdraw from this course at any time, but if the student has received financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds. Program funds include WIA funds. The institution shall pay or credit refunds within 45 days of a student's cancellation or withdrawal