

William M. Maguy School of Education

A Division of  **PROTEUS INC.**
...for Education, Employment and Community Services

Main Campus & Delano Satellite

1440 N. Shirk Rd. Visalia, CA 93291 | 559-471-4550 | www.proteusinc.org

**SCHOOL PERFORMANCE FACT
SHEET CALENDAR YEARS 2016 &2017**

Office Automation (630 Clock Hours/18 Weeks)

On-Time Completion Rates (Graduation Rates)

Includes data for the two calendar years prior to reporting.

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2016	50	50	47	94%
2017	56	56	49	87.5%

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

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

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

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2016	N/A	N/A	N/A	N/A	N/A
2017	56	49	49	30	61.22%

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. (A list can be obtained from the school, please ask a representative.)

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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	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
2016	0	0	0
2017	9	21	30

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduate Employed In the Field in a single Position	Graduates Employed in the Field Concurrent Aggregated	Total Graduates Employed in the Field
2016	0	0	0
2017	30	0	30

Self-Employed / Freelance Positions

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

Institutional Employment

Calendar Year	Graduate 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
2016	0	0
2017	2	30

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2016	0	0	0	0	0
2017	0	0	0	0	0

Licensure examination does not apply to the Office Automation Program.

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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 the Field	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$25,000	\$25,001 - \$30,000	\$30,001 - 35,000
2016	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2017	49	30	7	5	13	3	2

A list of sources used to substantiate salary disclosures is available from the school. Information reported on this School Performance Fact Sheet may be requested from the institution's Main Campus by calling (559)471-4550 or in person.

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

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Cost of Educational Program

Total charges for the program for students completing on-time in 2017: \$4,500.00. Additional charges may be incurred if the program is not completed on-time.

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FEDERAL FINANCIAL AID PROGRAMS:

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

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

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

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 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

School Official

Date

Date

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Definitions

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

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

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“STUDENT’S RIGHT TO CANCEL”

“STUDENT’S RIGHT TO CANCEL” DISCLOSURE:

The student and/or Training Sponsor/Agent has a right to cancel the enrollment agreement and obtain a refund of charges paid through attendances at the first class session or the seventh day after enrollment, whichever is later. The student must exercise his or her right to cancel or withdraw by ___/___/20___.