

**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](http://www.proteusinc.org)**

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**SCHOOL PERFORMANCE FACT  
SHEET CALENDAR YEARS 2020&2021**

**Office Automation (630 Clock Hours/18 Weeks)**

**On-Time Completion Rates (Graduation Rates)**

*Includes data for the two calendar years prior to reporting.*

<b>Calendar Year</b>	<b>Number of Students Who Began the Program</b>	<b>Students Available for Graduation</b>	<b>Number of On-Time Graduates</b>	<b>On-Time Completion Rate</b>
2021	19	19	7	36.84%
2020	23	23	7	30.43%

**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**

<b>Calendar Year</b>	<b>Number of Students Who Began the Program</b>	<b>Students Available for Graduation</b>	<b>150% Graduates</b>	<b>150% Completion Rate</b>
2021	19	19	18	94.73%
2020	23	23	16	69.57%

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

<b>Calendar Year</b>	<b>Number of Students Who Began the Program</b>	<b>Number of Graduates</b>	<b>Graduates Available for Employment</b>	<b>Graduates Employed in the Field</b>	<b>Placement Rate % Employed in the Field</b>
2021	19	18	18	11	61.11%
2020	23	16	16	9	56.25%

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
2021	0	11	11
2020	1	8	9

**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
2021	11	0	11
2020	9	0	9

**Self-Employed / Freelance Positions**

Calendar Year	Graduate Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2021	0	11
2020	0	9

**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
2021	1	11
2020	2	9

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

<b>Calendar Year</b>	<b>Number of Graduates in Calendar Year</b>	<b>Number of Graduates Taking Exam</b>	<b>Number Who Passed First Available Exam</b>	<b>Number Who Failed First Available Exam</b>	<b>Passage Rate</b>
2021	0	0	0	0	0
2020	0	0	0	0	0

Licensure examination does not apply to the Office Automation Program.

**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 the Field	\$10,001	\$15,001	\$20,001	\$25,001	\$30,001	\$35,001	No Salary Information Reported
			- \$15,000	- \$20,000	- \$25,000	- \$30,000	- 35,000	- 40,000	
2021	18	11	0	0	1	5	3	2	0
2020	16	9	0	1	1	4	3	0	0

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 2020: \$4,500.00. Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2021: \$4,500.00. Total charges may be higher for students that do not complete on time.

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

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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 1747 N. Market Blvd., Suite 225, Sacramento, CA 95834, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

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

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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## 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\_\_\_.