



## HELLO + WELCOME

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Dear Student,

Congratulations on your acceptance, and welcome to General Assembly! You should have already received an official acceptance email, but there are a few more steps to take to solidify your enrollment and reserve your seat in the class.

As you may have heard, GA is a licensed school in the state of California. California law requires us to share some documents with you as a part of the admissions process. We have enclosed them here for your review/signature, and described them in more detail below.

These documents are intended to provide you with important information about enrolling in a GA program, which is an investment that we take very seriously. We're generally not a fan of legalese but these forms are required to contain specific language. Where possible, we've tried our best to make them clear and easy to understand.

## NEXT STEPS

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### REVIEW THE GA CATALOG

You should have received a link to a copy of GA's Catalog in your acceptance email. You can also view the relevant Catalog here: <https://generalassemb.ly/regulatory-information>. The Catalog is a comprehensive repository of GA policies and course information. We encourage you to read this carefully before you sign the Enrollment Agreement.

### REVIEW AND SIGN THE ENROLLMENT AGREEMENT

Review and sign the Enrollment Agreement. This document is a contract between you and GA. It includes important information about your course, including all applicable fees, and our policies for refunds, cancellation, and withdrawal.

### REVIEW AND SIGN THE STUDENT DISCLOSURE

Review and sign the School Performance Fact Sheet. This document is intended to give you data on student outcomes, including course completion and job placement rates, where applicable. If you'd like more current data on this program, we're happy to discuss it with you.

Please don't hesitate to reach out to your Admissions Producer if you have any questions about the above.

We hope to see you in class soon!

Cheers,

The GA Admissions Team

**ENROLLMENT AGREEMENT**

Dan Lombardino

Applicant Legal Name (First, Middle, Last)

dan@vitad.com

Date of Birth (MM/DD/YYYY)

Phone Number

Email Address

Address

City

State

Zip

**A. EDUCATIONAL SERVICE**

Course Name: web Development Immersive Total Clock Hours: 480 Approximate Number of Weeks: 12

Address where the course will take place: 225 Bush St, San Francisco, CA 94104

Course Start Date: 2017-06-26 Course Scheduled Completion Date: 2017-09-20

Hours are from 09:00AM-05:00PM On the following days: M T W Th F

**B. ITEMIZATION & TOTAL TUITION AND FEES**

Registration Fee	\$ <u>100.00</u>	Non-refundable
Student Tuition Recovery Fund Fee	\$ <u>0.00</u>	Non-Refundable (\$.00 for every \$1,000 rounded to the nearest \$1,000.)
Course Materials	\$ <u>.00</u>	Non-refundable upon receipt
Tuition	\$ <u>14,850.00</u>	Prorated upon withdrawal, per refund policy within this Agreement.

**THE TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE** \$ 14950 You are responsible for this amount. If you get a student loan, you are responsible for the repaying the loan amount plus any interest, less the amount of any refund.

**THE ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATION PROGRAM** \$ 14950

**THE TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT** \$ 250.00 Method of Payment Credit Card Remaining Balance Due \$ 14,700.00

I understand that this is a legally binding contract and its terms and conditions are not subject to modification by oral agreement. My signature below certifies that I have read, understood, and agreed to the my rights and responsibilities and that the institution's cancellation and refund policies have been clearly explained to me. This Enrolment Agreement and any course provided under it are subject to the terms set out herein and our full booking terms and conditions of courses at <https://generalassemb.ly/terms-and-conditions-fact-sheet>. I further certify that I have received an exact copy of this agreement and a copy of the school catalog and that I have received a high school diploma or equivalent or a diploma from an institution of higher education accredited by an accrediting association recognized by the U.S. Department of Education.

Signature of Student

Date

Signature of Parent or Guardian (If student is under age 18)

Date

DocuSigned by:

7/12/2017

Signature and Title of School Official Accepting Enrollment

Date

Be sure to read all pages of this agreement—it is part of your contract with the school.



## ENROLLMENT AGREEMENT

### C. INITIAL PAYMENT

The following payment options are available to students. For each plan, the last payment date is always prior to the end of the course. Students who choose Options 2, 3 or 4 will be required to sign GA's Payment Authorization Form. Option 1 is required for students who are participating in approved private lending, scholarship or employer pay programs that cover the full tuition amount. If an employer, loan, or scholarship does not cover the full tuition amount, Option 4 is required to settle the remaining balance.

Payment Option	Deposit	Payment Schedule	Fees
<input type="checkbox"/> <b>OPTION 1</b> Full payment collected before program start date	<b>Part-time students</b> pay a deposit of \$250 within 24 hours of enrollment.  <b>Full-time students</b> pay a deposit of \$500 within 24 hours of enrollment	Students pay balance of charges at least 7 days prior to the course start date or upon enrollment, whichever is later.	Student will incur a \$25 fee for declined transactions.
<input type="checkbox"/> <b>OPTION 2</b> 1/4 Payment Option	All students pay a deposit of 1/4 of the total tuition within 24 hours of enrollment.	1/4 due 7 days after course start date  1/4 due 30 days after course start date  1/4 due 60 days after course start date	If student holds an outstanding balance after the course end date, a one-time \$75 late fee will be applied and a 1.5% interest charge on the total due will be applied each month thereafter.  Student will incur a \$25 fee for declined transactions.
<input checked="" type="checkbox"/> <b>OPTION 3</b> 1/3 Payment Option	<b>Part-time students</b> pay a deposit of \$250 within 24 hours of enrollment.  <b>Full-time students</b> pay a deposit of \$500 within 24 hours of enrollment	1/3 due 7 days <b>before</b> course start date  1/3 due 30 days after course start date  1/3 due 60 days after course start date	If student holds an outstanding balance after the course end date, a one-time \$75 late fee will be applied and a 1.5% interest charge on the total due will be applied each month thereafter.  Student will incur a \$25 fee for declined transactions.
<input type="checkbox"/> <b>OPTION 4 *</b> Installment option for Circuits and for programs less than 10 weeks in length	All students pay a \$250 deposit within 24 hours of enrollment	1/2 due 7 days after course start date  1/2 due 30 days after course start date	If student holds an outstanding balance after the course end date, a one-time \$75 late fee will be applied and a 1.5% interest charge on the total due will be applied each month thereafter.  Student will incur a \$25 fee for declined transactions.

\* Option 4 is not available for programs less than 4 weeks. Students enrolled in such programs must use Option 1.

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## ENROLLMENT AGREEMENT

### D. CANCELLATION, WITHDRAWAL, REFUND

#### GENERAL ASSEMBLY'S RIGHT TO CANCEL

1. General Assembly reserves the right to cancel or reschedule a course prior to the course start date as conditions demand. If General Assembly cancels a course, the student will be refunded any money he/she paid, including application fees and course materials.
2. General Assembly reserves the right to cancel an enrollment based on conduct violations prior to course start date.

#### STUDENT'S RIGHT TO CANCEL

1. You have the right to cancel your course of instruction, without any penalty or obligations, through attendance at the first class session (the Course Start Date in section A of this agreement) or the seventh calendar day after enrollment (the execution date of this agreement in section B), whichever is later.
2. Cancellation may occur when the student provides a written notice of cancellation at the address of attendance stated on the enrollment agreement. This can be done by email or by hand delivery. The notification is effective when General Assembly receives notice, or the date the notice is mailed, whichever is sooner.
3. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
4. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration fee equal to \$100.00 within 45 days after the notice of cancellation is received.

#### WITHDRAWAL FROM THE COURSE

You may withdraw from the school at any time after the cancellation period (described above) and refunds are determined in accordance with the Refund Policy stated below.

For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a course of instruction when any of the following occurs:

- » The student notifies the institution in writing of the student's withdrawal or as of the date of the student's withdrawal, whichever is later. The notification is effective when General Assembly receives notice, or the date the notice is mailed, whichever is sooner. The failure of a student to immediately notify the school in writing of the student's intent to withdraw may delay a refund of tuition to the student pursuant to state laws.
- » The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the school.
- » The student has failed to attend class for 3 class meetings without prior approval.

The official termination date of enrollment shall be the student's last day in class.

Students who withdraw due to an emergency, such as personal or family illness or national service, may be re-enrolled into another General Assembly course following approval by the Regional Director.

#### REFUNDS

All refunds will be paid within 30 days of withdrawal. Refunds will be less a registration fee.

If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if applicable, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student.

If you withdraw, you will receive a pro rata refund if you have completed 60% or less of your course through the last day of attendance. You will be responsible for 100% of the tuition for your course if you complete more than 60% of the course, even if you do not complete the entire course.

For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the course (total institutional charge, minus non-refundable fees, divided by the number of days in the course), multiplied by the number of days scheduled to attend, prior to withdrawal.

Be sure to read all pages of this agreement—it is part of your contract with the school.



# ENROLLMENT AGREEMENT

## E. UNDERSTANDINGS

### NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at the General Assembly is at the complete discretion of the institution to which you may seek to transfer. Acceptance of the certificate you earn in the above listed course is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending General Assembly to determine if your certificate will transfer.

### QUESTIONS

Any questions a student may have regarding this enrollment agreement 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](http://www.bppe.ca.gov), toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

### COMPLAINTS

A student or any member of the public may file a complaint about this institution with Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's website, [www.bppe.ca.gov](http://www.bppe.ca.gov).

### ADDITIONAL FEES, AS APPLICABLE:

\$25.00 returned check fee.

### FINANCING

The Student understands that if a separate party is financing his/her education, that the Student, and the Student alone, is directly responsible for all payments and monies owed to the school listed on this agreement.

### LOAN

If a student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

1. The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
2. The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

### STUDENT TUITION RECOVERY FUND

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency programs attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

Be sure to read all pages of this agreement—it is part of your contract with the school.



## ENROLLMENT AGREEMENT

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### F. DISTANCE EDUCATION DISCLOSURES

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For online courses, General Assembly will transmit all lessons and materials to students on the first day of class. General Assembly will ensure that students who have fully paid for the program receive all lessons and materials. Students have the right to request all lessons and materials after the first class. Because students receive all lessons and materials on the first day of an online class, they have the right to cancel the enrollment agreement and receive a full refund before the first class. Cancellation is effective on the date written notice of cancellation is sent. After the cancellation period, refunds will be provided in accordance with the refund policy stated above. Course materials must be returned upon cancellation of the course and refunds may be delayed for up to 45 days after the student's return of the materials.

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### G. CERTIFICATION OF RECEIPT OF SCHOOL PERFORMANCE FACT SHEET

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Prior to signing this enrollment agreement, you must be given a catalog or brochure and a School Performance Fact Sheet, which you are encouraged to review prior to signing this agreement. These documents contain important policies and performance data for this institution. This institution is required to have you sign and date the information included in the School Performance Fact Sheet relating to completion rates, placement rates, license examination passage rates, and salaries or wages, and the most recent three-year cohort default rate, if applicable, prior to signing this agreement.

I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, and salary or wage information, and the most recent three-year cohort default rate, if applicable, included in the School Performance Fact sheet, and have signed, initialed, and dated the information provided in the School Performance Fact Sheet.

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Student Initial \_\_\_\_\_

Be sure to read all pages of this agreement—it is part of your contract with the school.



**Payment Authorization Form**  
**GENERAL ASSEMBLY**  
902 Broadway, 4<sup>th</sup> Floor  
New York, NY 10010

Sign this form to authorize General Assembly to make charges to your credit card.

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**Please complete the information below:**

Printed name: Dan Lombardino Phone #: \_\_\_\_\_

Billing address: \_\_\_\_\_ Email address: \_\_\_\_\_

City, State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

I authorize General Assembly to charge my credit card, as indicated below, for any outstanding balances that I owe pursuant to the payment terms outlined in my Enrollment Agreement.

Visa MasterCard Amex Discover

Cardholder Name \_\_\_\_\_

Account Number (**last 4 digits only**) \_\_\_\_\_

Exp. Date \_\_\_\_\_

SIGNATURE

DATE

I authorize the above named business to charge the credit card indicated in this authorization form according to the terms outlined above or in my Enrollment Agreement. I understand that this authorization will remain in effect until my balance is paid in full or I cancel it in writing. I agree to notify General Assembly of any changes in my account information or the termination of this authorization by contacting my General Assembly producer in writing. In the case of a transaction being rejected for Non Sufficient Funds (NSF) I understand that General Assembly may, at its discretion, attempt to process the charge again within 30 days, and I agree to an additional \$25 charge for each attempt returned NSF which will be initiated as a separate transaction from the authorized payment. I certify that I am an authorized user of this credit card and I will not dispute the payment with my credit card company, provided the transaction corresponds to the terms indicated in this authorization form or my Enrollment Agreement. I understand and agree that General Assembly may, in its sole discretion, refer my account to a collection agency without further notice to me in the event I am in default in any payment due. To the extent permitted by applicable law, I agree to pay all costs incurred by General Assembly in collecting the balance due.



# San Francisco School Performance Fact Sheet (2014-2015)

## Web Development Immersive (480 hours)

Rev. Date: 02/22/2017  
Page 1 of 6

### Cost of Educational Program

Total Charges for the program for students completing on-time in year of 2015: \$13,500  
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 Aid

Students at General Assembly are not eligible for federal student loans. The U.S. Department of Education has determined that this institution does not meet the criteria that would allow its students to participate in federal aid programs.

Student's Initials \_\_\_\_\_ Date \_\_\_\_\_ Initial only after you have had sufficient time to read and understand the information.

### 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 <sup>1</sup>	Students Available for Graduation <sup>2</sup>	Number of On-time Graduates <sup>3</sup>	On-time Completion Rate <sup>4</sup>
2014	159	159	141	89%
2015	251	251	224	89%

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

Calendar Year	Number of Students Who Began the Program <sup>1</sup>	Number of On-Time Graduates <sup>3</sup>	Graduates Available for Employment <sup>7</sup>	Graduates Employed in the Field <sup>9</sup>	Placement Rate % Employed in the Field <sup>10</sup>
2014	159	141	0	0	0%
2015	251	224	0	0	0%

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

If you have any questions about how the data reflected on the above charts was gathered, if you want a list of employment positions determined to be within the field for any specific program for which statistics are reported above, or if you want a list of objective sources of information used to substantiate the salary disclosure reported above, please speak with an Admissions Producer.

Be sure to read all pages of this agreement—it is part of your contract with the school.





## Gainful employment 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 to 29 hours per week	Graduates Employed in the field at least 30 hour per week	Total Graduates Employed in the Field
2014	0	0	0
2015	0	0	0

### Single Position vs. Concurrent Aggregated Positions

Calendar Year	Graduates Employed in field in a single position	Graduates Employed in the field an concurrent aggregated positions	Total Graduates Employed in the Field
2014	0	0	0
2015	0	0	0

### Self-Employed/Freelance Positions

Calendar Year	Graduates Employed who are self-employed or working freelance	Total Graduates Employed in the Field
2014	0	0
2015	0	0

### Institutional Employment

Calendar Year	Graduates Employed who are employed by this institution, an employer owned by the institution, or an employer who shares ownership with the institution	Total Graduates Employed in the Field
2014	0	0
2015	0	0

Student's Initials \_\_\_\_\_ Date \_\_\_\_\_ Initial only after you have had sufficient time to read and understand the information.

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

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## Salary and Wage Information

Calendar Year	Graduates Available for Employment <sup>7</sup>	Graduates Employed in the Field <sup>9</sup>	Annual Salary Reported by Graduates Employed in the Field <sup>11</sup>				
			\$35,000-39,999	\$40,000-44,999	\$45,000-49,999	\$50,000-54,999	\$55,000-59,999
2014	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0
			\$60,000-64,999	\$65,000-69,999	\$70,000-74,999	\$75,000-79,000	\$80,000-84,999
2014			0	0	0	0	0
2015			0	0	0	0	0
			\$85,000-89,999	\$90,000-94,999	\$95,000-99,999	\$100,000-104,999	\$110,000-114,999
2014			0	0	0	0	0
2015			0	0	0	0	0
			\$115,000-119,999	\$120,000-124,999	\$140,000-144,999	\$155,000-higher	No Salary Information Reported <sup>12</sup>
2014			0	0	0	0	0
2015			0	0	0	0	0

Student's Initials \_\_\_\_\_ Date \_\_\_\_\_ Initial only after you have had sufficient time to read and understand the information.

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

If you have any questions about how the data reflected on the above charts was gathered, if you want a list of employment positions determined to be within the field for any specific program for which statistics are reported above, or if you want a list of objective sources of information used to substantiate the salary disclosure reported above, please speak with an Admissions Producer.

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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](http://www.bppe.ca.gov), toll-free telephone number (888) 370-7589 or by fax (916) 263-1897. I have read and understand this School Performance Fact Sheet.

The School Performance Fact Sheet was reviewed and discussed with a school official prior to signing an enrollment agreement.

Dan Lombardino

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Printed Name of Student

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Signature of Student

Date

DocuSigned by:  
*Peter Elfers*  
267GAB116F3C4A4...

Admissions Producer 7/12/2017

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Signature and Title of School Official

Date

Be sure to read all pages of this agreement—it is part of your contract with the school.



## Definitions

### **<sup>1</sup> Number of Students Who Began the Program**

The number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period

### **<sup>2</sup> Students Available for Graduation**

The number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty

### **<sup>3</sup> Number of On-Time Graduates**

The number of students who completed the program within 100% of the published program length within the reporting calendar year

### **<sup>4</sup> On-Time Completion Rate**

The number of on-time graduates divided by the number of students available for graduation

### **<sup>5</sup> 150% Graduates**

The number of students who completed the program within 150% of the program length (includes on-time graduates) - not applicable for GA.

### **<sup>6</sup> 150% Completion Rate**

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 - not applicable for GA.

### **<sup>7</sup> Graduates Available for Employment**

The number of graduates minus the number of graduates unavailable for employment

### **<sup>8</sup> Graduates Unavailable for Employment**

The graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution

### **<sup>9</sup> Graduates Employed in the Field**

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 month period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program

<sup>10</sup> **Placement Rate Employed in the Field**

Calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment

<sup>11</sup> **Salary**

As reported by the graduate or graduate's employer

<sup>12</sup> **No Salary Information Reported**

The number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information