



**School Performance Fact Sheet
2012 & 2013 Calendar Years**

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

Administrative Medical Assistant 600 clock hours

Calendar Year	Number of Students Who Began Program	Student Available for Graduation	Graduates	Completion Rate
2012	4	4	3	75%
2013	3	2	2	100%
2014	1	1		

Administrative Medical Assistant 600 clock hours - 150% Completion Rate

Calendar Year	Number of Students Who Began Program	Student Available for Graduation	Graduates	Completion Rate
2012	4	4	1	25%
2013	3	2	0	0%
2014	1	1		

¹“Number of Students Who Began Program” is the number of students who began the program who are scheduled to complete the program within the reporting calendar year.

²“Students available for graduation” is the number of students who began program minus the number of “Students unavailable for graduation,” which means those students who have died, been incarcerated, or called to active military duty.

³“Graduates” is the number of students who completed the program within 100% of the published program length.

⁴“Completion Rate” is the number of Graduates divided by the Number of Students Available for Graduation.

⁵“150% Graduates” is the number of students who completed the program within 101-150% of the published program length.

⁶“150% Completion Rate” is the number of students who completed the program in the reported calendar year within 101-150% of the published program length divided by the Number of Students Available for Graduation in the published program length period.

Student’s Initials: _____ Date: _____



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

Administrative Medical Assistant 600 clock hours

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	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 per week
2012	4	4	3	1	33%	0	1
2013	3	2	2	1	50%	1	0
2014	1	1					

¹“Number of Students Who Began Program” means the number of students who began the program who are scheduled to complete the program within the reporting calendar year.

²“Number of Graduates” is the number of students who have completed the program within 100% of the published program length.

³“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.

⁴“Graduates employed in the field” means graduates who report that they are gainfully employed within six months of graduation in a position for which the skills obtained through the education and training provided by the institution are required or provided a significant advantage to the graduate in obtaining the position.

⁵“Placement Rate is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.

Student’s Initials: _____ Date: _____



Examination Passage Rates (for licensure examinations not continuously administered)
Not applicable. There are no examinations for passage for this program.

Administrative Medical Assistant 600 clock hours

Calendar Year	Number of Students Taking Exam	Exam Date	Number Who Passed Exam	Number Who Failed Exam	Pass Rate
2012	N/A	N/A	N/A	N/A	N/A
2013	N/A	N/A	N/A	N/A	N/A

¹Number of Students Taking Exam is the number of students who completed the program within 150% of published program length and for whom the reported exam is the first exam that was available after their completion of the program.

²Exam Date is the date for the first available exam after the students completed the program.

³Passage Rate is calculated by dividing the number of students who pass the exam by the number of graduates who take the reported licensing exam.

License Examination Passage Rates (continually administered examinations)
Not applicable. There are no examinations for passage for this program.

Administrative Medical Assistant 600 clock hours

Calendar Year	Number of Students Taking Exam	Number Who Passed First Exam Taken	Number Who Failed First Exam Taken	Pass Rate
2012	N/A	N/A	N/A	N/A
2013	N/A	N/A	N/A	N/A

¹Number of Students Taking Exam is the number of students who completed the program within 150% of the published program length and who took the exam in the reported calendar year for the first time.

²Number Who Passed First Exam Taken is the number of students who took and passed the licensing exam in the reported calendar year on the first attempt.

³Passage Rate is calculated by dividing the number of graduates who pass the exam the first time that they take

Student's Initials: _____ Date: _____



Salary and Wage Information (includes data for the two calendar years prior to reporting)

- HealthStaff Training Institute makes no claims about the salary that may be earned after completing the educational program.

Administrative Medical Assistant 600 clock hours

Calendar Year	Graduates Available for Employment	Graduates Employed in the Field	15,000.00 to 20,000.00	20,001.00 to 25,000.00	25,001.00 to 30,000.00	30,001.00 to 35,000.00	Students Not Reporting Salary
2012	3	1	0	1	0	0	0
2013	2	1	0	1	0	0	0
2014							

¹“Graduates available for employment” means the number of graduates minus the number of graduates unavailable for employment. Graduates unavailable for employment means 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.

²“Graduates employed in the field” means graduates who are gainfully employed within six months of graduation in a position for which the skills obtained through the education and training provided by the institution are required or provided a significant advantage to the graduate in obtaining the position.

³Salary is as reported by the student. Not all graduates reported salary.

Student’s Initials: _____ Date: _____

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: P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, P: 888.370.7589 or 916.431.6959, F: 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.

Student Name - Print

Student Signature

Date

School Official
Rv 10/31/2014