

**School Performance Fact Sheet**  
**2016 & 2017 Calendar Years**

**Professional Massage Therapist - 750 Hours**

**On-Time Completion Rates**

<b>Calendar Year</b>	<b>Number of Students Who Began Program</b>	<b>Students Available for Graduation</b>	<b>Number of On-Time Graduates</b>	<b>On-Time Completion Rate</b>
2016	0	0	0	N/A
2017	0	0	0	N/A

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

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

**Job Placement Rates**

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

<b>Calendar Year</b>	<b>Number of Students Who Began 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>
2016	0	0	0	0	N/A
2017	0	0	0	0	N/A

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 by contacting an ICOHS College staff member or by requesting the information by phone (858.581.9460) or by email (info@icohs.edu).

**Gainful Employment Categories**  
(includes data for the two calendar years prior to reporting)

**Part-time vs. Full-time Employment**

<b>Calendar Year</b>	<b>Graduate Employed in the Field 20-29 Hours Per Week</b>	<b>Graduates Employed in the Field at Least 30 Hours Per Week</b>	<b>Total Graduates Employed in the Field</b>
2016	0	0	0
2017	0	0	0

**Single Position vs. Concurrent Aggregated Position**

<b>Calendar Year</b>	<b>Graduate Employed in the Field in a Single Position</b>	<b>Graduate Employed in the Field in Concurrent Aggregated Positions</b>	<b>Total Graduates Employed in the Field</b>
2016	0	0	0
2017	0	0	0

**Self-Employed / Freelance Positions**

<b>Calendar Year</b>	<b>Graduates Employed who are Self-Employed or Working Freelance</b>	<b>Total Graduates Employed in the Field</b>
2016	0	0
2017	0	0

### 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
2016	0	0
2017	0	0

Student’s Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- 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 majority or all of this school’s graduates are employed in this manner and understand what comprises this work style.

Student’s Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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

**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 % (Total)
2016	0	0	0	0	N/A
2017	0	0	0	0	N/A

License examination passage data is not available from the state agency administering the examination. We were unable to collect data from 0 graduates.

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 Field	Annual Salary and Wages Reported Graduates Employed in the Field				
			\$20,001 to \$25,000	\$25,001 to \$30,000	\$30,001 to \$35,000	\$35,001 to \$40,000	No Salary Information Reported
2016	0	0	0	0	0	0	0
2017	0	0	0	0	0	0	0

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 by contacting an ICOHS College staff member or by requesting the information by phone (858.581.9460) or by email (info@icohs.edu).

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

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



**Cost of Educational Program**

Total charges for the program for students completing on-time in 2017: \$15,750. Additional charges may be incurred if the program is not completed on-time.

Student’s Initials: \_\_\_\_\_ Date: \_\_\_\_\_

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**Federal Student Loan Debt**

Students at ICOHS College are not eligible for federal student loans. This institution does not meet the US 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 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

\_\_\_\_\_  
Date

### 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.
- “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.

## **STUDENT'S RIGHT TO CANCEL CANCELLATIONS**

1. Students have the right to cancel their enrollment, including any equipment or other goods and services included in the agreement, and receive a full refund (upon return of "any equipment, or other goods and services" including textbooks, less any non-refundable fees not to exceed \$200.00) prior to the start of the program, through attendance of the first class session up to the fourteenth day after enrollment, whichever is later. This is considered a cancellation.
2. If ICOHS College cancels a program subsequent to a student's enrollment, the student will receive a full refund within 45 days of the cancellation date.
3. Rejection of an applicant: If an applicant is rejected for enrollment by the institution, or if a prospective international student has his/her visa application rejected, a full refund of all monies paid must be made to the applicant.
4. If an applicant accepted by ICOHS College, does not attend class during the cancellation time period, they will be considered a No-show.
5. If an applicant accepted by ICOHS College cancels prior to the start of scheduled classes, or never attends class (no-show), the applicant will receive a full refund (less any non-refundable fees, not to exceed \$200.00) within 45 days of the cancellation date.
6. As required by the Bureau for Private Postsecondary Education (BPPE) Ed Code 94919, a cancellation shall occur when the school receives written notice (e-mail, letter, or delivered in person) of the student's request to cancel. Written notice of cancellation is to be sent to: ICOHS College, 1500 State Street – San Diego, CA 92101.

The student is due a refund, as applicable, within 45 days of ICOHS College receiving the Notice of Cancellation.

Students receiving federal student financial aid funds are entitled to a refund of monies not paid from federal student financial aid program funds, if applicable.

The written notice of cancellation, if sent by mail (sent to the correct address with appropriate postage), is effective when postmarked.

### **TRIAL PERIOD (First 14 Calendar Days of Program Start)**

A student who withdraws from the program within the first 14 calendar days of their program start date will be considered a cancellation, not a withdrawal, and will have all charges refunded and all payments returned to the individual or applicable funding source, less the non-refundable fees of up to \$200.00, as itemized in the enrollment agreement as being non-refundable.

### **WITHDRAWALS**

ICOHS College will first perform the Return to Title IV (R2T4) policy in accordance with Federal regulations for any student receiving Title IV funds. Students may withdraw from ICOHS College at any time after the cancellation period by notifying ICOHS College at 1500 State Street – San Diego, CA 92101. The effective date of withdrawal is based on the Date of



Determination (DoD). Which is the date the institution is made aware of the withdrawal. The enrollment status of such students is changed to “withdrawn”. The student will immediately be withdrawn from ICOHS College and the student’s future classes will be deleted from his/her schedule.

If a student is absent for 14 consecutive class days and does not communicate directly with ICOHS College regarding the nature of the absence(s), he/she will be considered withdrawn from the program. Should a student decide to continue the program, he/she will be required to reapply.

The student will receive a pro-rated refund if the student completed 60% or less of the scheduled hours in the current Period of Financial Obligation. Period of Financial Obligation is defined as follows:

- The training period for which a student is legally obligated to pay, which may be less than the total period of enrollment, if tuition is charged in smaller increments, such as by quarter. Under no circumstances may a period of financial obligation exceed a 12-month period.

The refund will be calculated based on the last day of attendance (LDA) according to the pro-rate refund policy described below. The refund will not include any non-refundable fees, including the application fee, up to \$200.00. as defined by the Enrollment Agreement. If the student has completed more than 60% of the period of attendance for which the student was charged, the student is no longer eligible to receive a refund. Refunds are based on the actual hours attended by the student.

For the purpose of determining a refund under this section, a student shall be considered withdrawn from the program of instruction when any of the following occurs:

- The effective date the student notifies ICOHS College of the student’s withdrawal.
- ICOHS College terminates the student’s enrollment for failure to maintain satisfactory academic progress.
- The student fails to abide by the policies and regulations of ICOHS College and/or the student fails to meet any financial obligations to ICOHS College.
- The student is absent 14 consecutive class days and does not communicate directly with ICOHS College regarding the nature of the absence(s) and does not officially withdraw from the program.
- If the student fails to return from a Leave of Absence (LOA), the DoD (Date of Determination) will be the date the student was scheduled to return from their LOA. A refund will be calculated based on the student’s last date of attendance.
- As mandated by the State of California BPPE, the refund calculation will be based upon the total tuition charged, divided by the total scheduled hours of the course(s). This is considered the per hour rate. This rate is multiplied by the number of hours the student

attended in the course (including time absent before the last day attended) to determine the amount the student owes.

- When a student withdraws from the program a refund (if applicable) shall be issued, by check or credit card, within 45 calendar days of receipt of the Notification of Withdrawal. ICOHS College will only refund funds to the person or company from whom the funds originated.

Refund Calculation Sample:

Professional Massage Therapist

750 total program hours

Last date of attendance after 90 hours of instruction = 12% of the program completed

\$15,750.00 tuition/ 750 hours = \$21.00 per hour rate

\$21.00 per hour rate X 90 hours of instruction = \$1,890.00 owed to ICOHS College

\$15,750.00 Tuition paid - \$1,890.00 owed to ICOHS College + \$0.00 refundable charges =  
\$13,860.00

Refund Amount: \$13,860.00