

Adult Learner: _____

Bureau for Private Postsecondary Education

Disclosure Statements – Early Childhood Course:

Ed. Code 94909 (b) MTEC/SFBA has a general student brochure, and course-specific Early Childhood brochure which is this Student Handbook. This Student Handbook is provided to the prospective student prior to enrollment.

5 CCR 71770 (a) See Admission / Credential requirements on page 19 - 21:

- See Admission Procedure page 20.
- See Admission – Ability to Benefit page 21.

Ed. Code 94899.5(b) MTEC/SFBA have several payment schedule options which include an initial tuition installment of less than 50% of the total tuition, followed by monthly installments over the remainder of the term of the credential course. See enrollment agreement.

Ed. Code 94899.5 (d) MTEC/SFBA charges no interest and no fees for the installment payment option. The student is not obligated for indebtedness that exceeds the total charges for the current period of attendance.

Ed. Code 94899.5 (e) At the student's option, MTEC/SFBA accepts payment in full for tuition and fees, including any funds received through institutional loans, after the student has been accepted and enrolled and the date of the first class session is disclosed on the enrollment agreement.

Ed. Code 94916 MTEC/SFBA does not extend credit or lend money to an individual for institutional and non-institutional charges for our educational programs.

Ed. Code 94918 MTEC/SFBA does not make consumer loans to students.

Ed. Code 94919 (a) & (b) MTEC/SFBA does not participate in federal student financial aid programs.

Ed. Code 94920 (a) Notice of Cancellation may be effectuated by the student at any time:

- See Student Handbook, "Cancellation of Enrollment", page 6.
- See Enrollment Agreement, "Student's Right to Cancel", page 50.
- See Student Handbook, Appendix G, "Notice of Cancellation", page 58.
- See Student Handbook, Appendix H, "Notice of Refund", page 59.

Notice of Dismissal may be effectuated by MTEC/SFBA based upon the criteria found in the Student Handbook:

- See Student Handbook "Rules of Operation and Conduct – Dismissal", page 28.
- See Student Handbook "Probation/Dismissal Procedure, page 28.

Ed. Code 94920(d) MTEC/SFBA refund policy:

- See Student Handbook, "Refund Schedule and Policy", page 18.
- See Student Handbook, Appendix H, "Notice of Refund".

Ed. Code 94910 Prior to enrollment MTEC/SFBA provides the prospective student the School Performance Fact Sheet, which contains completion rates, placement rates, salary, and wage information. ***See Student Handbook, Appendix C, School Performance Fact Sheet.**

Signature _____

Date _____

Initials _____

APPENDIX C

**School Performance Fact Sheet
Early Childhood, West Covina, CA
Completion Rates (12 months)**

Calendar Year	Number of Students who Began Program ¹	Students Available for Graduation ²	Graduates ³	Completion Rate ⁴
2013 - 2014	10	10	9	90%
2014 - 2015	9	9	7	78%

Students Completing After Published Program Length (150% Completion Rate)

Calendar Year	Number of Students who Began Program ¹	Students Available for Graduation ²	Graduates ⁵	Completion Rate ⁶
2013 - 2014	10	10	9	90%
2014 - 2015	9	9	7	78%

- 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.

Placement Rates (12 months)

Calendar Year	Number of Students who Began Program ¹	Number of Graduates ²	Graduates Available for Employment ³	Graduates Employed in the Field ⁴	Placement Rate % Employed in the Field ⁵	Graduates Employed in the Field an average of less than 32 hours per week	Graduates Employed in the Field at least 32 hours per week
2013-2014	10	9	9	9	100%	3	6
2014-2015	84	75	75	68	91%	0	68

- 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 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.

Initials _____

Annual Salary and Wages Reported by Graduates Employed in the Field³ (12 months)

Calendar Year	Graduates Available for Employment ¹	Graduates Employed in the Field	\$15,000 - \$20,000	\$20,001 - \$25,000	\$25,001 - \$30,000	\$30,001 - \$35,000+	Students Not Reporting Salary
2013- 2014	9	9	1	2	0	5	1
2014- 2015	7	7	0	1	3	3	0

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.

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

Employment Development Department

Occupational Wages: Preschool Teachers, Except Special Education (SOC Code: 25-2011) in California

Area	Year	Period	Hourly Mean	Hourly by Percentile		
				25th	Median	75th
California	2015	1st Qtr	\$15.77	\$12.24	\$14.60	\$17.98

Demographics of Student Population

Calendar Year	Number of Early Childhood Adult Learners in Practicum	Countries of Origin	Ethnicity	Gender	Age Range	HS/College
2014-2015	7	Mexico India USA Philippines Japan	Filipino 2 Hispanic 2 Asian-Indian 1 Pacific-Islander 1 Other-Japanese 1	Male- 1 Female- 6 Other- 0	20-30: 1 30-40: 2 40-50: 2 50-60: 2 60+: 0	High School: 1 Associate: 2 Bachelor's: 4 Masters: 0 More than 2/3 have degrees

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