



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Adobe Premiere Pro – 110 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	2	1	1	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	2	1	1	1	100%

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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	1	1

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	1	0	1



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	1	1	0	0	0	0	1

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$6,500.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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

1. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
2. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

3. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
4. 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.
5. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
6. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Advanced Premiere Pro – 110 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # 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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,500.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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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

7. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
8. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

9. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
10. 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.
11. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
12. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Advanced Primavera P6 – 60 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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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818-386-2109 | www.aaa-institute.com

- "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.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

13. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
14. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
You have the right to cancel/withdraw by _____/_____/_____
15. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
16. 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.
17. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
18. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

ASP.Net – 65 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	5	5	5	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	5	5	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



AAA INSTITUTE
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 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



AAA INSTITUTE

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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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.

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Student Name - Print

Student Signature

Date

School Official

Date



AAA INSTITUTE

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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.
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- "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.



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

19. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
20. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
You have the right to cancel/withdraw by _____/_____/_____
21. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
22. 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.
23. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
24. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Assistant Project Management (APM) – 50 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	1	1	1	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	1	1	1	1	100%

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. Please visit aaa-institute.com and click on the "Jobs" tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	1	1

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	1	0	1



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # 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	\$30,001 -\$45,000	\$45,001 -\$55,000	\$55,001 -\$65,000	\$65,001 -\$75,000	No Salary information Reported
2014	0	0	0	0	0	0	N/A
2015	1	1	0	0	0	1	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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Student's Initials: _____ **Date:** _____

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Student Name - Print

Student Signature

Date

School Official

Date



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Definitions

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- "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.
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- "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

25. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
26. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
You have the right to cancel/withdraw by _____/_____/_____
27. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
28. 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.
29. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
30. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Auto CAD and SolidWorks – 110 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,499.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

31. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
32. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
You have the right to cancel/withdraw by _____/_____/_____
33. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
34. 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.
35. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
36. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Basic Primavera P6 – 60 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



AAA INSTITUTE
 6918 Owensmouth Ave., Canoga Park, CA 91303
 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

OR

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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

37. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
38. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
- You have the right to cancel/withdraw by _____/_____/_____**
39. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
40. 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.
41. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
42. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Business Analysis Professional (BAP) – 50 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	4	4	4	100%
2015	9	9	9	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	4	4	4	3	75.00%
2015	9	9	1	1	100%

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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	3	3
2015	0	1	1

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	3	0	3
2015	1	0	1



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$65,001	\$70,001	\$75,001	\$80,001	No Salary information Reported
			\$70,000	\$75,000	\$80,000	\$85,000	
2014	4	3	0	0	0	1	2
2015	1	1	0	0	0	0	1

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

43. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
44. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
You have the right to cancel/withdraw by _____/_____/_____
45. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
46. 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.
47. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
48. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Business Management Training – 720 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	New Program
2015	0	0	0	New Program

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

OR

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$15,000**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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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* =This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 09/06/2016. As of 09/06/2018, two full years of data for this program will be available.

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.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

49. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
50. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
You have the right to cancel/withdraw by _____/_____/_____
51. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
52. 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.
53. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
54. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Business Objects Universe and Enterprise – 120 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,499.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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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

55. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
56. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
- You have the right to cancel/withdraw by _____/_____/_____**
57. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
58. 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.
59. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
60. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

C# Programming – 65 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	5	5	5	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	5	5	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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.



AAA INSTITUTE

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STUDENT'S RIGHT TO CANCEL

61. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
62. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
You have the right to cancel/withdraw by _____/_____/_____
63. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
64. 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.
65. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
66. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Cisco Networking Level 1 – 65 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	2	2	2	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	2	2	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



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

67. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
68. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
- You have the right to cancel/withdraw by _____/_____/_____**
69. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
70. 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.
71. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
72. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Cisco Networking Level 2 – 160 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	7	7	7	100%
2015	9	9	9	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	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)

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
2014	7	7	6	4	67.00%
2015	9	9	5	5	100%

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. Please visit aaa-institute.com and click on the "Jobs" tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	1	2	4
2015	0	5	5

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	4	0	4
2015	5	0	5



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	1	5

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	4	0	0	0	N/A
2015	5	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$15,000	\$20,001	\$30,001	\$40,001	No Salary information Reported
			\$20,000	\$30,000	\$40,000	\$50,000	
2014	6	4	0	1	0	0	3
2015	5	5	0	0	0	0	4
Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$50,001	\$65,001	\$80,001	Over \$100,00	No Salary information Reported
			\$65,000	\$80,000	\$95,000	0	
2014	6	4	0	0	0	0	3
2015	5	5	0	1	0	0	4

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,499.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2014 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2015 graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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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818-386-2109 | www.aaa-institute.com

- "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.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

73. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
74. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
- You have the right to cancel/withdraw by _____/_____/_____**
75. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
76. 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.
77. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
78. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Cisco VOIP Level 1 – 95 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	2	2	2	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	2	2	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



AAA INSTITUTE
 6918 Owensmouth Ave., Canoga Park, CA 91303
 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



AAA INSTITUTE
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 818-386-2109 | www.aaa-institute.com

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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,995.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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.



AAA INSTITUTE

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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.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

79. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
80. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
- You have the right to cancel/withdraw by _____/_____/_____**
81. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
82. 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.
83. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
84. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Cisco VOIP Level 2 – 195 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



AAA INSTITUTE
 6918 Owensmouth Ave., Canoga Park, CA 91303
 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

OR

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$9,500.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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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.
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- "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.



AAA INSTITUTE

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STUDENT'S RIGHT TO CANCEL

85. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
86. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
- You have the right to cancel/withdraw by _____/_____/_____**
87. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
88. 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.
89. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
90. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Database and Programming Essentials – 720 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	New Program
2015	0	0	0	New Program

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



AAA INSTITUTE

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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
20XX	0	0	0	0	0	0	N/A
20XY	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$15,000**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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* =This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 09/06/2016. As of 09/06/2018, two full years of data for this program will be available.

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.



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

91. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
92. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
You have the right to cancel/withdraw by _____/_____/_____
93. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
94. 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.
95. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
96. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Electronic Medical Records/Electronic Health Records – 100 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,500.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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.



AAA INSTITUTE

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STUDENT'S RIGHT TO CANCEL

97. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
98. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
- You have the right to cancel/withdraw by _____/_____/_____**
99. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
100. 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.
101. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
102. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

English Communication for Professionals Advanced Level – 360 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	New Program
2015	0	0	0	New Program

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
20XX	0	0	0	0	0	0	N/A
20XY	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,500**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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* =This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 09/06/2016. As of 09/06/2018, two full years of data for this program will be available.

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.



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

- "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.



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

103. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
104. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
- You have the right to cancel/withdraw by _____/_____/_____**
105. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
106. 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.
107. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
108. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

English Communication for Professionals Beginning Level – 360 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	New Program
2015	0	0	0	New Program

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



AAA INSTITUTE
 6918 Owensmouth Ave., Canoga Park, CA 91303
 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
20XX	0	0	0	0	N/A
20XY	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,500**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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* =This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 09/06/2016. As of 09/06/2018, two full years of data for this program will be available.

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.



AAA INSTITUTE

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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.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

109. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

110. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

111. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

112. 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.

113. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

114. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

English Communication for Professionals Intermediate Level – 360 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	New Program
2015	0	0	0	New Program

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # 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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
20XX	0	0	0	0	0	0	N/A
20XY	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,500**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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Student Name - Print

Student Signature

Date

School Official

Date



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* =This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 09/06/2016. As of 09/06/2018, two full years of data for this program will be available.

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.
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- "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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- "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

115. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
116. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
- You have the right to cancel/withdraw by _____/_____/_____**
117. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
118. 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.
119. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
120. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

English for Allied Health – 360 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	New Program
2015	0	0	0	New Program

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,500**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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* =This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 09/06/2016. As of 09/06/2018, two full years of data for this program will be available.

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

121. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
122. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
You have the right to cancel/withdraw by _____/_____/_____
123. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
124. 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.
125. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
126. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

English for Information Technology – 360 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	New Program
2015	0	0	0	New Program

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
20XX	0	0	0	0	N/A
20XY	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,500**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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818-386-2109 | www.aaa-institute.com

Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

* =This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 09/06/2016. As of 09/06/2018, two full years of data for this program will be available.

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.



AAA INSTITUTE

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STUDENT'S RIGHT TO CANCEL

127. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

128. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

129. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

130. 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.

131. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

132. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

English Language and Culture for Business – 360 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	New Program
2015	0	0	0	New Program

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,500**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

Student's Initials: _____ Date: _____

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

Students at AAA INSTITUTE 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: _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

* =This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 09/06/2016. As of 09/06/2018, two full years of data for this program will be available.

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.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

133. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
134. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
- You have the right to cancel/withdraw by _____/_____/_____**
135. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
136. 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.
137. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
138. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

GIS Software – 60 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



AAA INSTITUTE
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 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

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.



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

139. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

140. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

141. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

142. 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.

143. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

144. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Healthcare Information Technology – 720 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	New Program
2015	0	0	0	New Program

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



AAA INSTITUTE
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 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$15,000**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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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818-386-2109 | www.aaa-institute.com

* =This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 09/06/2016. As of 09/06/2018, two full years of data for this program will be available.

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.



AAA INSTITUTE

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STUDENT'S RIGHT TO CANCEL

145. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

146. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

147. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

148. 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.

149. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

150. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
 CALENDAR YEARS 2014 & 2015

Human Resource Management – 100 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	New Program
2015	0	0	0	New Program

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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* =This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 09/06/2016. As of 09/06/2018, two full years of data for this program will be available.

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.



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

151. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
152. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
- You have the right to cancel/withdraw by _____/_____/_____**
153. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
154. 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.
155. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
156. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Information Systems Auditor – 50 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the "Jobs" tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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818-386-2109 | www.aaa-institute.com

Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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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818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

157. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

158. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

159. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

160. 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.

161. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

162. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Information Technology Infrastructure Library V3 – 50 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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.



AAA INSTITUTE

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STUDENT'S RIGHT TO CANCEL

163. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
164. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
- You have the right to cancel/withdraw by _____/_____/_____**
165. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
166. 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.
167. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
168. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Medical Billing/Electronic Medical Records (EMR) – 100 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	25	25	25	100%
2015	17	16	16	94%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	25	25	20	15	75.00%
2015	17	16	13	7	54.00%

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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	15	15
2015	2	5	7

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	15	0	15
2015	7	0	7



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	1	7

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
2014	0	N/A
2015	1	7

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$15,001	\$20,001	\$25,001	\$30,001	No Salary information Reported
			\$20,000	\$25,000	\$30,000	\$35,000	
2014	20	15	1	0	0	0	14
2015	13	7	0	0	0	0	7

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,500.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

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.



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

169. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

170. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

171. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

172. 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.

173. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

174. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
 CALENDAR YEARS 2014 & 2015

Network Systems Technology – 720 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	New Program
2015	0	0	0	New Program

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$15,000**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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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* =This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 09/06/2016. As of 09/06/2018, two full years of data for this program will be available.

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.



AAA INSTITUTE

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STUDENT'S RIGHT TO CANCEL

175. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

176. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

177. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

178. 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.

179. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

180. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Object Oriented Programming and SQL – 110 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	91	91	91	100.00%
2015	37	36	36	97.00%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	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)

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
2014	91	91	84	58	69.00%
2015	37	36	27	13	48.00%

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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	3	55	58
2015	2	11	13

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



AAA INSTITUTE
 6918 Owensmouth Ave., Canoga Park, CA 91303
 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$5,000 -\$10,000	\$15,001 \$20,000	\$25,001 \$30,000	\$35,001 \$40,000	No Salary information Reported
2014	84	58	0	2	4	4	43
2015	27	13	2	0	0	2	5

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$40,001 -\$45,000	\$45,001 \$50,000	\$50,001 \$55,000	\$95,001 \$100,000	No Salary information Reported
2014	84	58	2	1	2	0	43
2015	27	13	0	0	0	4	5

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,499.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2014 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2015 graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

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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.



AAA INSTITUTE

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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.



AAA INSTITUTE

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STUDENT'S RIGHT TO CANCEL

181. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
182. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
- You have the right to cancel/withdraw by _____/_____/_____**
183. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
184. 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.
185. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
186. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Patient Account Specialist (PAS)/Electronic Medical Records (EMR) –100 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the "Jobs" tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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



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	\$5,000 -	\$15,001 -	\$25,001 -	\$35,001 -	No Salary information Reported
			\$10,000	\$20,000	\$30,000	\$40,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A
Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$40,001 -	\$45,001 -	\$50,001 -	\$95,001 -	No Salary information Reported
			\$45,000	\$50,000	\$55,000	\$100,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,500.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2014 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2015 graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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818-386-2109 | www.aaa-institute.com

Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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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.



AAA INSTITUTE

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STUDENT'S RIGHT TO CANCEL

187. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

188. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

189. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

190. 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.

191. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

192. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

PMI Agile Practitioner (PMI-ACP) – 50 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	7	6	6	86%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	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)

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
2014	0	0	0	0	N/A
2015	7	6	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. Please visit aaa-institute.com and click on the "Jobs" tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



AAA INSTITUTE
 6918 Owensmouth Ave., Canoga Park, CA 91303
 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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



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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	\$5,000 -	\$15,001 -	\$25,001 -	\$35,001 -	No Salary information Reported
2014	0	0	\$10,000	\$20,000	\$30,000	\$40,00	N/A
2015	0	0	0	0	0	0	N/A

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$40,001 -	\$45,001 -	\$50,001 -	\$95,001 -	No Salary information Reported
2014	0	0	\$45,000	\$50,000	\$55,000	\$100,00	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2014 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2015 graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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818-386-2109 | www.aaa-institute.com

Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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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818-386-2109 | www.aaa-institute.com

- "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.



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

193. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

194. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

195. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

196. 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.

197. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

198. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Professional Coder (PC)/ Electronic Medical Records (EMR) – 100 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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



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	\$5,000 -\$10,000	\$15,001 \$20,000	\$25,001 \$30,000	\$35,001 \$40,000	No Salary information Reported
2014	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$40,001 -\$45,000	\$45,001 \$50,000	\$50,001 \$55,000	\$95,001 \$100,000	No Salary information Reported
2014	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,500.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2014 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2015 graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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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.



AAA INSTITUTE

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STUDENT'S RIGHT TO CANCEL

199. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

200. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

201. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

202. 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.

203. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

204. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Project Management and Business Processes – 110 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	79	79	79	100%
2015	69	69	69	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	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)

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
2014	79	79	53	37	70.00%
2015	69	69	46	33	72.00%

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. Please visit aaa-institute.com and click on the "Jobs" tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	1	36	37
2015	0	33	33

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	37	0	37
2015	33	0	33



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	2	33

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
2014	0	N/A
2015	1	33

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$40,000 - \$45,000	\$45,001 - \$50,000	\$50,001 - \$55,000	\$55,001 - \$65,000	No Salary information Reported
2014	53	37	3	0	0	2	29
2015	43	33	2	1	1	4	10

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$65,001 - \$75,000	\$75,001 - \$85,000	\$85,001 - \$99,999	Over \$100,000	No Salary information Reported
2014	53	37	0	0	0	3	29
2015	46	33	0	3	5	7	10

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$7,499.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2014 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2015 graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

- "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

205. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

206. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

207. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

208. 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.

209. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

210. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET

CALENDAR YEARS 2014 & 2015

Project Management Professional – 60 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	11	11	11	100%
2015	23	23	23	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	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)

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
2014	11	11	9	8	89.00%
2015	23	23	16	12	75.00%

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. Please visit aaa-institute.com and click on the "Jobs" tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	8	8
2015	0	12	12

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	8	0	8
2015	12	0	12



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	1	12

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$0.00 -	\$15,001 -	\$30,001 -	\$35,001 -	No Salary information Reported
			\$5,000	\$20,000	\$35,000	\$45,000	
2014	9	8	0	0	0	0	7
2015	16	12	0	0	0	1	10
Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$45,001 -	\$60,001 -	\$80,001 -	Over \$100,000 -	No Salary information Reported
			\$55,000	\$65,000	\$85,000	0	
2014	9	8	0	0	1	0	7
2015	16	12	0	0	0	1	10

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2014 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2015 graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

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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

211. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.
212. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.
- You have the right to cancel/withdraw by _____/_____/_____**
213. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
214. 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.
215. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
216. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET

CALENDAR YEARS 2014 & 2015

Quick Books and MS Office – 110 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	5	5	5	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	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)

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
2014	0	0	0	0	N/A
2015	5	5	3	3	100.00%

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. Please visit aaa-institute.com and click on the "Jobs" tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	3	3

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	3	0	3



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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



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	\$5,000 -\$10,000	\$15,001 \$20,000	\$25,001 \$30,000	\$35,001 \$40,000	No Salary information Reported
2014	0	0	0	0	0	0	N/A
2015	3	3	0	0	0	0	3

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$40,001 -\$45,000	\$45,001 \$50,000	\$50,001 \$55,000	\$95,001 \$100,000	No Salary information Reported
2014	0	0	0	0	0	0	N/A
2015	3	3	0	0	0	0	3

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$6,499.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2014 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2015 graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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

217. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

218. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

219. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

220. 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.

221. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

222. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Renewable Energy: Design and Installation – 75 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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



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	\$5,000	\$15,001	\$25,001	\$35,001	No Salary information Reported
			\$10,000	\$20,000	\$30,000	\$40,00	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A
Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$40,001	\$45,001	\$50,001	\$95,001	No Salary information Reported
			\$45,000	\$50,000	\$55,000	\$100,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,995.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2014 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2015 graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

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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.



AAA INSTITUTE

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STUDENT'S RIGHT TO CANCEL

223. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

224. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

225. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

226. 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.

227. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

228. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Risk Management Professional (PMI-RMP) – 50 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	4	4	4	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	4	4	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # 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	\$30,001 -\$45,000	\$45,001 -\$55,000	\$55,001 -\$65,000	\$65,001 -\$75,000	No Salary information Reported
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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Students at AAA INSTITUTE 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:** _____

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.

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Student Name - Print

Student Signature

Date

School Official

Date



AAA INSTITUTE

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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

229. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

230. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

231. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

232. 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.

233. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

234. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

SAP-FICO (Financial and Controlling) – 65 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	1	1	1	100.00%
2015	1	1	1	100.00%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	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)

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
2014	1	1	1	1	100.00%
2015	1	1	1	1	100.00%

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. Please visit aaa-institute.com and click on the "Jobs" tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	1	1
2015	1	0	1

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	1	0	1
2015	1	0	1



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A 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	\$5,000 -	\$15,001 -	\$25,001 -	\$35,001 -	No Salary information Reported
			\$10,000	\$20,000	\$30,000	\$40,00	
2014	1	1	0	0	0	0	1
2015	1	1	0	0	0	0	1

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$40,001 -	\$45,001 -	\$50,001 -	\$90,001 -	No Salary information Reported
			\$45,000	\$50,000	\$55,000	\$95,000	
2014	1	1	0	0	0	0	1
2015	1	1	0	0	0	0	1

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2014 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2015 graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

235. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

236. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

237. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

238. 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.

239. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

240. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Scheduling Professional (PMI-SP) – 60 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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818-386-2109 | www.aaa-institute.com

Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



AAA INSTITUTE
 6918 Owensmouth Ave., Canoga Park, CA 91303
 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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.



AAA INSTITUTE

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STUDENT'S RIGHT TO CANCEL

241. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

242. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

243. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

244. 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.

245. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

246. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Security Guard Training – 65 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	1	1	1	100.00%
2015	11	11	11	100.00%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	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)

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
2014	1	1	1	1	100.00%
2015	11	11	1	1	9.09%

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. Please visit aaa-institute.com and click on the "Jobs" tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	1	1
2015	0	1	1

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	1	0	1
2015	1	0	1



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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



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	\$5,000 -\$10,000	\$15,001 \$20,000	\$25,001 \$30,000	\$35,001 \$40,000	No Salary information Reported
2014	1	1	0	0	0	0	1
2015	1	1	N/A	N/A	N/A	N/A	1

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$40,001 -\$45,000	\$45,001 \$50,000	\$50,001 \$55,000	\$90,001 \$95,000	No Salary information Reported
2014	1	1	0	0	0	0	1
2015	1	1	N/A	N/A	N/A	N/A	1

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$1,900.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2014 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2015 graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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

247. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

248. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

249. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

250. 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.

251. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

252. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Six Sigma Black Belt – 60 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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



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	\$5,000 -\$10,000	\$15,001 \$20,000	\$25,001 \$30,000	\$35,001 \$40,000	No Salary information Reported
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$40,001 -\$45,000	\$45,001 \$50,000	\$50,001 \$55,000	\$90,001 \$95,000	No Salary information Reported
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2014 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2015 graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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.



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

253. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

254. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

255. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

256. 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.

257. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

258. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Six Sigma Green Belt – 50 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	8	8	8	100.00%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	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)

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
2014	0	0	0	0	N/A
2015	8	8	3	3	100.00%

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. Please visit aaa-institute.com and click on the "Jobs" tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	3	3

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	3



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



AAA INSTITUTE
 6918 Owensmouth Ave., Canoga Park, CA 91303
 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from N/A graduates.

Student's Initials: _____ Date: _____

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



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	\$5,000 -\$10,000	\$15,001 \$20,000	\$25,001 \$30,000	\$35,001 \$40,000	No Salary information Reported
2014	0	0	0	0	0	0	N/A
2015	3	3	0	0	0	0	2

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$40,001 -\$45,000	\$45,001 \$50,000	\$60,001 \$65,000	\$90,001 \$95,000	No Salary information Reported
2014	0	0	0	0	0	0	N/A
2015	3	3	0	0	1	0	2

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 2014 receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 2015 graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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.



AAA INSTITUTE

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STUDENT'S RIGHT TO CANCEL

259. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

260. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

261. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

262. 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.

263. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

264. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET

CALENDAR YEARS 2014 & 2015

Software Testing and Software Quality Assurance – 85 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$4,495.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

265. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

266. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

267. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

268. 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.

269. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

270. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

SolidWorks: Parts, Assemblies and Drawings – 65 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	1	1	1	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	1	1	1	1	100%

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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	1	1

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	1	0	1



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



AAA INSTITUTE
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 818-386-2109 | www.aaa-institute.com

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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	1	1	0	0	1	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$4,495.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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.



AAA INSTITUTE

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818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

271. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

272. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

273. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

274. 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.

275. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

276. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

Strategic Human Resource Management – 720 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	New Program
2015	0	0	0	New Program

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$15,000**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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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* =This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 09/06/2016. As of 09/06/2018, two full years of data for this program will be available.

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

277. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

278. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

279. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

280. 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.

281. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

282. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



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SCHOOL PERFORMANCE FACT SHEET

CALENDAR YEARS 2014 & 2015

Structure Query Language (SQL) – 50 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	10	10	10	100%
2015	29	29	29	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	10	10	9	6	67.00%
2015	29	29	21	15	71.00%

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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	1	5	6
2015	1	14	15

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	6	0	6
2015	15	0	15



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	1	15

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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	\$15,001	\$30,001	\$35,001	\$60,001	No Salary information Reported
			\$20,000	\$35,000	\$40,000	\$65,000	
2014	9	6	0	0	1	2	3
2015	21	15	0	0	0	0	15

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

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.



AAA INSTITUTE

6918 Owensmouth Ave., Canoga Park, CA 91303

818-386-2109 | www.aaa-institute.com

STUDENT'S RIGHT TO CANCEL

283. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

284. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

285. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

286. 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.

287. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

288. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.



SCHOOL PERFORMANCE FACT SHEET
CALENDAR YEARS 2014 & 2015

VB.Net (Visual Basic Programming for .Net) – 65 hours

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	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2014	0	0	0	N/A
2015	3	3	3	100%

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

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2014	0	0	0	N/A
2015	0	0	0	N/A

**Included if the program is more than one year in length.

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)

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
2014	0	0	0	0	N/A
2015	3	3	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. Please visit aaa-institute.com and click on the “Jobs” tab. The placement department will also be sending out relevant job leads to students on a daily/weekly basis.

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
2014	0	0	N/A
2015	0	0	N/A

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2014	0	0	N/A
2015	0	0	N/A



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Self -Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	0	N/A
2015	0	N/A

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
2014	0	N/A
2015	0	N/A

Student's Initials: _____ Date: _____

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

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: _____

Only initial after you have had sufficient time to read and understand the information.



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

First Available Exam Date	Date Exam Results Announced	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						
mm/dd/yyyy						

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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

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
2014	0	0	0	0	N/A
2015	0	0	0	0	N/A

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect date from # graduates.

Student's Initials: _____ Date: _____

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



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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	\$20,001	\$35,001	\$40,001	\$45,001	No Salary information Reported
			\$25,000	\$40,000	\$45,000	\$50,000	
2014	0	0	0	0	0	0	N/A
2015	0	0	0	0	0	0	N/A

A list of sources used to substantiate salary disclosures is available from the school. Sources from student EVL (Employment Verification Letter)

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 2015: **\$3,999.00**. Additional charges may be incurred if the program is not completed on-time.

Student's Initials: _____ Date: _____

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

Federal Student Loan Debt

Most recent three year cohort default rate, as reported by the United State Department of Education. ¹	The percentage of enrolled students in 20XX receiving federal student loans to pay for this program.	The average amount of federal student loan debt of 20XX graduates who took out federal student loans at this institution.	The percentage of graduates in 20XX with federal student loans as calculated by the institution.
N/A	N/A	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.



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Student's Initials: _____ **Date:** _____

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

Students at AAA INSTITUTE 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:** _____

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 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

289. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later, the appropriate date being for this contract. After the end of the cancellation period without any penalty, you also have the right to stop school at any time, and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in your program through the last day of attendance.

290. Cancellation may occur when the student provides a written notice of cancellation at the following address: AAA Institute, 6918 Owensmouth Ave., Canoga Park, CA 91303. This can be done by mail, email or by hand delivery.

You have the right to cancel/withdraw by _____/_____/_____

291. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

292. 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.

293. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or Administration fee not to exceed \$100, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

294. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from Federal student financial aid program funds.