



**SCHOOL PERFORMANCE FACT SHEET
 CALENDAR YEARS 2015 & 2016**

Medical Billing Front Office II – 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
2015	0	0	0	0
2016	0	0	0	0

Student's Initials: _____ Date: _____

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

Job Placement Rates (includes data for 2015 – 2016 prior to reporting)

Which became effective on July 14th, 2016, this was not required to collect the data for it's 2016 and prior graduates.

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2015	0	0	0	0	0
2016	0	0	0	0	0

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training. Not Applicable because of the change of the Bureau reporting regulations.

Gainfully Employed Categories (includes data for 2015-2016 prior to reporting)

Not Applicable because of the change of the Bureau reporting regulations.

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
2015	0	0	0
2016	0	0	0

Single Position Vs. Concurrent Aggregated Position

Calendar Year	Graduate Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2015	0	0	0
2016	0	0	0



Self-Employed / Freelance Positions

Calendar Year	Graduate Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2015	0	0
2016	0	0

Institutional Employment

Calendar Year	Graduate Employed in the Field who are Employed by the Institute, and Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution	Total Graduates Employed in the Field
2015	0	0
2016	0	0

Student's Initials: _____ Date: _____

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

License Examination Passage Rates (includes data for 2015 – 2016 prior to reporting)

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2015	0	0	0	0	0
2016	0	0	0	0	0

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 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 2015 – 2016 prior to reporting)

Not Applicable because of the change of the Bureau reporting regulations

Annual salary and wages reported for graduates employed in the field

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 - \$25,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2015	0	0	0	0	0	0	0
2016	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available from the school.

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 2016: **\$3495**. 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

Students at Clinical Training 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.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

STUDENT’S RIGHT TO CANCEL

- CTI, Inc has been granted approval from the Bureau for Private Postsecondary Education for an alternative refund calculation under CEC title 3 Division 10 Part 59 Chapter 8 section 9492, because of the unique way in which the program is structured.
- **Cancellation:** If cancellation occurs prior of the start of the first class/program in which the student has enrolled, the institution will provide a 100 percent refund of all institutional charges paid by the student to the institution, Less any materials fees, if applicable, not to exceed \$65.
- **Late Cancellation:** If cancellation occurs prior to the start of the second day of the class/program in which the student has enrolled, the institution will provide a full refund of all institutional charges paid by the student to the institution, less a \$75 administrative fee and materials fees, if applicable, material fees not to exceed \$75. The institution will credit the \$75 administrative fee if the student re-schedules the program within one year. In the event the student does not attend upon being re-scheduled, each re-schedule thereafter, will incur an additional \$25 admin fee.
- **Withdraw and Credit:** If a student cancels an enrollment agreement or withdraws from class during the period of attendance, the institution shall allow the student to reschedule the program within one year at no additional cost to the student. In the event the student does not attend upon being re-scheduled, each re-schedule thereafter, will incur an additional \$25 admin fee