



**SCHOOL PERFORMANCE FACT SHEET**  
**CALENDAR YEARS 2016& 2017**

Level 1 Foundation in essential oils

**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 |
|---------------|--|-----------------------------------|-----------------------------|-------------------------|
| 2016          | 6  | 0                                 | 0                           | 0%                      |
| 2017          | 6  | 0                                 | 0                           | 57%                     |

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

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

**150% TABLE OPTIONAL ↓**

**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 |
|---------------|--|-----------------------------------|----------------|----------------------|
| 2016          | 0  | 0                                 | 0              | 0                    |
| 2017          | 0  | 0                                 | 0              | 0                    |
|               |  |                                   |                |                      |
|               |  |                                   |                |                      |

This program doesn't require state licensure

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

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**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 |
|---------------|--------------------------------------|---------------------|------------------------------------|---------------------------------|--|
| 2016          | N/A                                  | N/A                 | N/A                                | N/A                             | N/A                                    |
| 2017          | N/A                                  | N/A                 | N/A                                | N/A                             | N/A                                    |

This program does not lead to employment.

**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 |
|---------------|---|--|---------------------------------------|
| 2016          | N/A   | N/A  | N/A                                   |
| 2017          | N/A   | N/A  | N/A                                   |

This program does not lead to employment.

**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 |
|---------------|--|--|---------------------------------------|
| 2016          | N/A  | N/A  | N/A                                   |
| 2017          | N/A  | N/A  | N/A                                   |

This program does not lead to employment.



### Self-Employed / Freelance Positions

| Calendar Year | Graduates Employed who are Self-Employed or Working Freelance | Total Graduates Employed in the Field |
|---------------|---|---------------------------------------|
| 2016          | N/A   | N/A                                   |
| 2017          | N/A   | N/A                                   |

This program does not lead to employment.

### Institutional Employment

| Calendar Year | Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution. | Total Graduates Employed in the Field |
|---------------|--|---------------------------------------|
| 2016          | N/A  | N/A                                   |
| 2017          | N/A  | N/A                                   |

This program does not lead to employment.

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

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This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

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

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



College of Botanical Healing Arts  
4170 Gross Rd. Ext. Ste, 5 Capitola, Ca 95010  
(831) 462-1807 www.cobha.org

| 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 |
|---------------|--------------------------------------|---------------------------------|--|--|--------------|
| 2016          | N/A                                  | N/A                             | N/A                                    | N/A                                    | N/A          |
| 2017          | N/A                                  | N/A                             | N/A                                    | N/A                                    | N/A          |

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates. This program does not lead to employment.

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 - \$25,000 | \$35,001 - \$40,000 | \$40,001 - \$45,000 | \$45,001 - \$50,000 | No Salary Information Reported |
|---------------|------------------------------------|-----------------------------|---------------------|---------------------|---------------------|---------------------|--------------------------------|
| 2016          | N/A                                | N/A                         |                     |                     |                     |                     | X                              |
| 2017          | N/A                                | N/A                         |                     |                     |                     |                     | X                              |

A list of sources used to substantiate salary disclosures is available from the school. www.cobha.org  
 This program does not lead to employment.

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

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**Cost of Educational Program**

Total charges for the program for students completing on-time in 2017 \$9,699.00 Additional charges may be incurred if the program is not completed on-time.

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

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**OR – ONE OF THE FOLLOWING IF THE INSTITUTION DOES NOT PARTICIPATE IN FEDERAL FINANCIAL AID PROGRAMS:**

Students at the college of botanical healing arts 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.





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

The student has the right to cancel and obtain a refund of charges paid through attendance at the first class session on \_\_\_\_\_, or the seventh day after enrollment, \_\_\_\_\_, whichever is later.

1. Students who wish to cancel this enrollment agreement, withdraw from a class or the school must do so in writing. The written statement must include the date of cancellation or withdrawal, the reason for withdrawal & signature.
2. Students withdrawing from the Level II program should schedule an appointment with a school administrator.
3. After the first class, or the seventh day after enrollment, whichever is later, a student will receive a full refund, excluding the \$50 nonrefundable class registration processing fee, the one-time non-refundable \$50 application fee, and the non-refundable Student Tuition Recovery Fund Fee.
4. After the second class, no refunds will be given. If the student is on the payment plan the remaining balance is still due to the school on the contracted days.
5. 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.