



Reach Institute for School Leadership  
 1221 Preservation Park Way #100  
 Oakland, CA 94612  
 (510) 501-5075 | <http://www.reachinst.org/>

## SCHOOL PERFORMANCE FACT SHEET

**Calendar Years 2017 & 2018**

### **Clear Administrative Services Credential (Instructional Leadership Academy Year 3) - 2 year**

#### **On-Time Completion Rates (Graduation Rates)**

Calendar Year	Number of Students Who Began Program	Students Available for Graduation	Number of On-time Graduates	On-time Completion Rate
2017	6	6	5	83%
2018	9	9	7	78%

**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 Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2015	8	8	7	88%
2016	7	7	5	71%
2017	6	6	6	100%
2018	9	9	9	100%

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

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### Job Placement Rates

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
2017	6	6	6	0	0%
2018	9	9	9	1	11%

Students are entitled to a list of job classifications considered to be in the field of this educational program. To obtain this list, please ask an institutional representative.

### Gainfully Employed Categories

#### Part Time vs. Full Time Employment

Calendar Year	Graduates Employed in the Field 20 to 29 hours per week	Graduates Employed in the Field at least 30 hours per week	Total Graduates Employed in the Field
2017	0	0	0
2018	0	1	1

#### Single Position vs. Concurrent Aggregated Positions

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
2017	0	0	0
2018	1	0	1

#### Self-Employed/Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2017	0	0
2018	0	1



**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
2017	0	0
2018	0	1

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

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

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed First Available Exam	Passage Rate
2017	N/A	N/A	N/A	N/A	N/A
2018	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 9 graduates.

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

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## Salary and Wage Information

### Annual salary and wages reported for graduates employed in the field.

Calendar Year	Graduates Available for Employment	Graduates Employed in the Field	\$90,000 - \$95,000	\$95,001 - \$100,000	\$100,001 - \$105,000	No Salary Information Reported
2017	6	0	0	0	0	6
2018	9	1	0	0	1	8

Students are entitled to a list of the objective sources of information used to substantiate the salary disclosure. To obtain this list, please ask an institutional representative.

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

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## Cost of Educational Program

Total Charges for the program for students completing on-time in 2017: \$4,635.00.

Total Charges may be higher for students that do not complete on-time.

Total Charges for the program for students completing on-time in 2018: \$7,135.00.

Total Charges may be higher for students that do not complete on-time.

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

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## Federal Student Loan Information

Students at Reach Institute for School Leadership 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:** \_\_\_\_\_

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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](http://www.bppe.ca.gov), Toll Free (888) 370-7589, Fax (916) 263-1897.

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Student Name (Please Print)

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Student Signature

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Date

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School Official Signature (Reach Employee)

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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.



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## STUDENT'S RIGHT TO CANCEL

Candidates have the right to cancel the enrollment agreement, without penalty or obligation, and obtain a refund of charges paid through the attendance at the first class session, or the seventh day after enrollment, whichever is later.

After the end of the cancellation period, 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/hours in the current payment period in your program through the last day of attendance.

Please refer to your enrollment agreement to confirm the final date that cancellation can occur.

Any notification of withdrawal must be made in writing. Candidates must submit the *Notice of Cancellation* form directly to the Reach Institute for School Leadership using the program specific dedicated email address of [Intern@reachinst.org](mailto:Intern@reachinst.org), [Induction@reachinst.org](mailto:Induction@reachinst.org), [MINT@reachinst.org](mailto:MINT@reachinst.org) or [ILA@reachinst.org](mailto:ILA@reachinst.org) or by mailing to the Reach Institute for School Leadership 1221 Preservation Park Way Suite 100, Oakland CA 94612.

The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage. The written notice of cancellation, if sent by email, is effective on the date that the email was shown as sent. The written notice of cancellation must be in the form of the Notice of Cancellation Form and, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.

If a candidate is withdrawn, s/he will be required to re-apply and follow the requirements of the catalog for the year in which they are readmitted.