



Medical Science Institute

5542 N. Figueroa Street, Los Angeles, CA 90042

323-478-0517 www.msila.org

SCHOOL PERFORMANCE FACT SHEET

Calendar Years: 2016-2017

Program Name: Medical Administrative Assistant

Program Length: 180 Hours

Calendar Year	Number of Students who began the program	Student Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2016	0	0	0	0
2017	0	0	0	0

Student's Initials: _____ Date: _____

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



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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
2016	0	0	0	0	0
2017	0	0	0	0	0

You may obtain from the institution a list of employment positions determined to be in the field for which a student received education and training.

*Employment position list will be given to the students upon enrollment.

Gainfully Employed Categories

Part-Time vs Full-Time Employment

Calendar Year	Graduate Employed in the field 20-29 Hours per week	Graduate Employed in the field at Least 30 Hours per week	Total Graduates Employed in the field
2016	0	0	0
2017	0	0	0

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	0	0	0
2017	0	0	0



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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
2016	0	0
2017	0	0

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	0	0
2017	0	0

Student's Initials: _____ Date: _____

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IF the majority of graduates from this program obtain jobs in self-employment or freelance work add:

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 hours 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.

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License Examination Passage Rates

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	0	0	0	0	0
2017	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 # graduates.

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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	0	0	0	0	0	0	0
2017	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: _____

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Cost of Educational Program

Total charges for the program for students completing on-time in

2017: approximately \$3200.00 Additional charges may be incurred if the program is not completed on-time.

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

Students at Medical Science 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:



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- “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.



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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

Cancellation:

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Student has the RIGHT TO CANCEL and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. Student will receive a full refund minus Registration fee. A business day means a day on which the student is scheduled to attend a class session. Cancellation shall occur when a student gives a written notice of cancellation by mail, hand-delivered or emailed. If the student has received any books, uniforms, equipment or other materials, these items must be returned to the school within 10 days following the date of notice of cancellation. If the student fails to return any books, uniforms, equipment or other materials in good condition within 10-day period, the school may deduct its cost from any refund that may be due to the student. Once the student has paid for and received any of the above, they become her/his property and the school has no further obligation in that regard. If the student cancels the agreement, MSI will refund within 30 days from the date of the notice of cancellation received any money that the student paid minus registration fee, and any deduction for any books, uniforms, equipment and other materials not returned in good condition.