

505 Shatto Place, Suite 300 Los Angeles, CA 90020 Tel: 213.382.1136 Fax: 213.382.1187

Website: www.nobeluniversity.edu

SCHOOL PERFORMANCE FACT SHEET Calendar Years 2017 & 2018

LOS ANGELES CAMPUS BPPE School Code: #1942091

Bachelor of Arts in Business Administration – 48 months

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
2017	40	40	22	55%
2018	62	62	39	63%

Student's Initials	s:C	Date:			
Initial only after y	you have had	d sufficient time to r	ead and unders	tand the inform	nation.

Job Placement Rates

Includes data for the two calendar years prior to reporting.

Calendar Year	Number of Students Who Began the Program	Number of Graduates		Graduates Employed in the Field	Placement Rate % Employed in the Field
2017	40	40	0	0	0
2017					•

^{*}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. Documentation referencing the above data can be acquired from the office of the Administrator of Student Services, Junsuk Chang (213-382-1136).

NOBEL UNIVERSITY

Los Angeles Main Campus

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Website: www.nobeluniversity.edu

Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates 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
2017	0	0	0
2018	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	
2017	0	0	0
2018	0	0	0

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	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
2017	0	0
2018	0	0

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		NumberWho 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

^{*}Not Applicable. There are no programs which require licensure examinations

Student's Initials:	Date:
Initial only after you have ha	ad 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	Graduates	Graduates	\$20,001	\$25,001	\$30,001	\$35,001	\$40,001	No Salary
Year	Available for		-	-	-	-		Information
	Employment	in the	\$25,000	\$30,000	\$35,000	\$40,000	\$45,000	Reported
		Field						
2017	0	0	0	0	0	0	0	0
2018	0	0	0	0	0	0	0	0

^{*}A list of sources used to substantiate salary disclosures is available from the school. Documentation referencing the above data can be acquired from the office of the Administrator of Student Services, Junsuk Chang (213-382-1136).

Student's Initials:	Date: _	
Initial only after yo	u have had suffic	cient time to read and understand the information.

Cost of Educational Program

Total charges for the Bachelor of Arts in Business Administration program for students completing on-time in 2017: \$37250. Additional charges may be incurred if the program is not completed on-time.

Total charges for the Bachelor of Arts in Business Administration program for students completing on-time in 2018: \$37250. Additional charges may be incurred if the program is not completed on-time.

Student's Initials:	Date:	
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*These are the data reported to ACICS by the institution in its most recent Campus Accountability Report

Revised: 11/2019

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Federal Student Loan Debt

Therefore, students who attend this institution do	
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 information you may have relating to completion license exam passage rates, this fact sheet contastate law.	n rates, placement rates, starting salaries, or
Any questions a student may have regarding this answered by the institution may be directed to the at 2535 Capitol Oaks Drive, Suite 400, Sacram telephone number (888) 370-7589 or by fax (916)	e Bureau for Private Postsecondary Education nento, CA 95833, www.bppe.ca.gov, toll-free
I have read and understand this School Performance Fact Sheet was reviewed and signing an enrollment agreement.	
Student Name - Please 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 bureau-approved postsecondary institution.
- "Graduates Employed in the Field" means graduates who beginning 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

Institution shall refund 100 percent of the amount paid for institutional charges, if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later.

Cancellation shall occur on the date and time when the Nobel University Registrar received student's notification. Notification can be done in person, by phone, mail, or email. Written notification of cancellation or withdrawal from the student shall not be required for refund payment.

Cancellation or withdrawal may also be effectuated by student's conduct, including, but not necessarily limited to, a student's lack of attendance.

Upon request student shall be given a Notice of Cancellation Form to use for purposes of cancellation or withdrawal, but any other written notice may also be used.

The institution shall have a refund policy for the return of unearned institutional charges if the student cancels an Enrollment Agreement or withdraws during a period of attendance. The refund policy for students who have completed sixty (60) percent or less of the period of attendance shall be a pro rata refund.

<u>WITHDRAWAL FROM COURSE</u>: A student has the right to withdraw from a course of instruction at any time. If the student withdraws from the course of instruction after the period allowed for cancellation of the Agreement, the student has the right to obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. The school will remit a refund less an Application Fee and Registration Fee, if applicable, not to exceed \$80.00 within thirty days following your withdrawal. You are obligated to pay only for educational services rendered.

The refund shall be the amount you paid for instruction multiplied by fraction, the numerator of which is the number of hours of instruction which you <u>have not received</u> but for which you have paid, and the denominator of which is the total number of hours of instruction for which you have paid.

Students whose entire tuition and fees are paid by a third party organization are not eligible for a refund.

Student's Initials:

Date:

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SCHOOL PERFORMANCE FACT SHEET Calendar Years 2017 & 2018

LOS ANGELES CAMPUS BPPE School Code: #1942091

Master of Business Administration – 24 months

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
2017	10	10	6	60%
2018	35	35	23	66%

Student's Initials:	Date:	
Initial only after you	have had sufficient	t 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 the Program	Number of Graduates		Graduates Employed in the Field	Placement Rate % Employed in the Field
2017	10	10	N/A	N/A	N/A
2018	35	35	N/A	N/A	N/A

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates 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
2017	N/A	N/A	N/A
2018	N/A	N/A	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	
2017	N/A	N/A	N/A
2018	N/A	N/A	N/A

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2017	N/A	N/A
2018	N/A	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
2017	N/A	N/A
2018	N/A	N/A

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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

^{*}Not Applicable. There are no programs which require licensure examinations

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	Graduates	Graduates	\$20,001	\$25,001	\$30,001	\$35,001	\$40,001	No Salary
Year	Available for	Employed	-	-	-	-	-	Information
	Employment	in the	\$25,000	\$30,000	\$35,000	\$40,000	\$45,000	Reported
		Field						
2017	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2018	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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Student's Initials:	Date:	
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Cost of Educational Program

Total charges for the Master of Business Administration program for students completing ontime in 2017: \$26060. Additional charges may be incurred if the program is not completed ontime.

Total charges for the Master of Business Administration program for students completing ontime in 2018: \$26060. Additional charges may be incurred if the program is not completed ontime.

Student's Initials:	Date:			
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I have read and understand this School Performance Fact Sheet was reviewed and signing an enrollment agreement.	
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STUDENT'S RIGHT TO CANCEL

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<u>WITHDRAWAL FROM COURSE</u>: A student has the right to withdraw from a course of instruction at any time. If the student withdraws from the course of instruction after the period allowed for cancellation of the Agreement, the student has the right to obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. The school will remit a refund less an Application Fee and Registration Fee, if applicable, not to exceed \$80.00 within thirty days following your withdrawal. You are obligated to pay only for educational services rendered.

The refund shall be the amount you paid for instruction multiplied by fraction, the numerator of which is the number of hours of instruction which you <u>have not received</u> but for which you have paid, and the denominator of which is the total number of hours of instruction for which you have paid.

Students whose entire tuition and fees are paid by a third party organization are not eligible for a refund.

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

Date:

Buena Park Branch Campus

6131 Orangethorpe Avenue, Suite 116 Buena Park, CA 90620 Tel: 714.228.0307 Fax: 714.228.0308 Website: www.nobeluniversity.edu

SCHOOL PERFORMANCE FACT SHEET Calendar Years 2017 & 2018

BUENA PARK CAMPUS BPPE School Code: #73078785

Bachelor of Arts in Business Administration – 48 months

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
2017	20	20	13	65%
2018	29	29	18	62%

Student's Initials:	_Date:	
Initial only after you have	ad sufficient time to read and understand the inform	ation.

Job Placement Rates

Includes data for the two calendar years prior to reporting.

Calendar Year	Number of Students Who Began the Program		Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2017	20	13	0	0	0
2018	29	18	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. Documentation referencing the above data can be acquired from the office of the Administrator of Student Services (714-228-0307).

*These are the data reported to ACICS by the institution in its most recent Campus Accountability Report

Revised: 11/2019

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Buena Park Branch Campus

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates 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
2017	0	0	0
2018	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	•	Graduates Employed in the Field in Concurrent Aggregated Positions	
2017	0	0	0
2018	0	0	0

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	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
2017	0	0
2018	0	0

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

^{*}Not Applicable. There are no programs which require licensure examinations.

Student's Initials:	Date:	
Initial only after yo	ou have had sufficient t	ime 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	• •	-	-	-	-	. ,	Information
2017	0	0	0	0	0	0	0	0
2018	0	0	0	0	0	0	0	0

^{*}A list of sources used to substantiate salary disclosures is available from the school. Documentation referencing the above data can be acquired from the office of the Administrator of Student Services (714-228-0307).

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 2017: \$37,250. 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: \$37,250. Total charges may be higher for students that do not complete on time.

Student's Initials:_____Date: _____ Initial only after you have had sufficient time to read and understand the information.

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Federal Student Loan Debt

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This fact sheet is filed with the Bureau for Private Posts information you may have relating to completion rate license exam passage rates, this fact sheet contains the state law.	s, placement rates, starting salaries, or
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I have read and understand this School Per Performance Fact Sheet was reviewed and discu signing an Enrollment Agreement.	
Student Name - Print	
Student Signature	Date
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WITHDRAWAL FROM COURSE: A student has the right to withdraw from a course of instruction at any time. If the student withdraws from the course of instruction after the period allowed for cancellation of the Agreement, the student has the right to obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. The school will remit a refund less an Application Fee and Registration Fee, if applicable, not to exceed \$80.00 within thirty days following your withdrawal. You are obligated to pay only for educational services rendered.

The refund shall be the amount you paid for instruction multiplied by fraction, the numerator of which is the number of hours of instruction which you <u>have not received</u> but for which you have paid, and the denominator of which is the total number of hours of instruction for which you have paid.

Students whose entire tuition and fees are paid by a third party organization are not eligible for a refund.

Student's Initials	:Date:	
Initial only after y	ou have had sufficient time to	read and understand the information

Buena Park Branch Campus

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SCHOOL PERFORMANCE FACT SHEET Calendar Years 2017 & 2018

BUENA PARK CAMPUS BPPE School Code: #73078785

Master of Business Administration – 24 months

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
2017	5	5	3	60%
2018	8	8	5	63%

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 the Program	Number of Graduates		Graduates Employed in the Field	Placement Rate % Employed in the Field
2017	5	3	N/A	N/A	N/A
2018	8	5	N/A	N/A	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. Documentation referencing the above data can be acquired from the office of the Administrator of Student Services (714-228-0307).

*These are the data reported to ACICS by the institution in its most recent Campus Accountability Report Revised: 11/2019 Page **1** of **6**

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Gainfully Employed Categories

Includes data for the two calendar years prior to reporting.

Part-Time vs. Full-Time Employment

Calendar Year	Graduates 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
2017	N/A	N/A	N/A
2018	N/A	N/A	N/A

Single Position vs. Concurrent Aggregated Position

Calend Year	ar Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	
2017	N/A	N/A	N/A
2018	N/A	N/A	N/A

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self- Employed or Working Freelance	Total Graduates Employed in the Field
2017	N/A	N/A
2018	N/A	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
2017	N/A	N/A
2018	N/A	N/A

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

^{*}Not Applicable. There are no programs which require licensure examinations.

Student's Initials	:Date:			
Initial only after y	ou have had suff	cient time to read a	nd 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.

	Graduates Available for Employment		\$20,001 - \$25,000	-	-	-	-	Information
2017	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2018	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

^{*}A list of sources used to substantiate salary disclosures is available from the school. Documentation referencing the above data can be acquired from the office of the Administrator of Student Services (714-228-0307).

Student's Initials:	Date:				
Initial only after you have had sufficient time to read and understand the informat					
	Cost of E	<u>ducational Program</u>			
	.	-			
•	•	ts completing on-time in 2017: \$26,060. s that do not complete on time.			

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

Student's Initials:

Date:

Total charges for the program for students completing on-time in 2018: \$26,060.

otaaciit o iiiitiaio				
Initial only after yo	ou have had suffic	cient time to read a	nd understand	the information



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Federal Student Loan Debt

Nobel University is eligible but chooses not to participate in federal student aid program. Therefore, students who attend this institution do not have federal student loans.	ns.
Student's Initials:Date: Initial only after you have had sufficient time to read and understand the information	1.
This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of information you may have relating to completion rates, placement rates, starting salaries license exam passage rates, this fact sheet contains the information as calculated pursuan state law.	, or
Any questions a student may have regarding this fact sheet that have not been satisfactor answered by the institution may be directed to the Bureau for Private Postsecondary Educat 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-felephone number (888) 370-7589 or by fax (916) 263-1897.	tion
I have read and understand this School Performance Fact Sheet. The Sch Performance Fact Sheet was reviewed and discussed with a school official prior signing an enrollment agreement.	
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 bureau-approved postsecondary institution.
- "Graduates Employed in the Field" means graduates who beginning 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

Institution shall refund 100 percent of the amount paid for institutional charges, if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later.

Cancellation shall occur on the date and time when the Nobel University Registrar received student's notification. Notification can be done in person, by phone, mail, or email. Written notification of cancellation or withdrawal from the student shall not be required for refund payment.

Cancellation or withdrawal may also be effectuated by student's conduct, including, but not necessarily limited to, a student's lack of attendance.

Upon request student shall be given a Notice of Cancellation Form to use for purposes of cancellation or withdrawal, but any other written notice may also be used.

The institution shall have a refund policy for the return of unearned institutional charges if the student cancels an Enrollment Agreement or withdraws during a period of attendance. The refund policy for students who have completed sixty (60) percent or less of the period of attendance shall be a pro rata refund.

<u>WITHDRAWAL FROM COURSE</u>: A student has the right to withdraw from a course of instruction at any time. If the student withdraws from the course of instruction after the period allowed for cancellation of the Agreement, the student has the right to obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. The school will remit a refund less an Application Fee and Registration Fee, if applicable, not to exceed \$80.00 within thirty days following your withdrawal. You are obligated to pay only for educational services rendered.

The refund shall be the amount you paid for instruction multiplied by fraction, the numerator of which is the number of hours of instruction which you <u>have not received</u> but for which you have paid, and the denominator of which is the total number of hours of instruction for which you have paid.

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Student's Initials:	_Date:
Initial only after you have ha	ad sufficient time to read and understand the information