



**SCHOOL PERFORMANCE FACT SHEET
 CALENDAR YEARS 2014 & 2015**

Master of Science, Intelligence Management – 4.5 years

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
2014	70	34	10	29%
2015	76	31	13	37%

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 the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2012	21	14	5	36%
2013	51	33	16	48%

Student's Initials: _____ Date: _____

Initial only after you have had sufficient 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 Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field	Not Reported %
2014	70	10	9	1	11%	78%
2015	76	13	11	3	27%	73%

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. Navigate to <http://www.henley-putnam.edu>, Resources, Career Services.

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	Not Reported %
2014	N/A	1	1	78%
2015	N/A	3	3	73%

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	Not Reported %
2014	1	N/A	1	78%
2015	3	N/A	3	73%

Self-Employed / Freelance Positions

Calendar Year	Graduate Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2014	N/A	N/A
2015	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
2014	N/A	N/A
2015	N/A	N/A

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 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 the Field	\$45,000 and under	\$45,001 - \$60,000	\$60,001 - \$75,000	\$75,001 - \$100,000	\$100,001 and over	No Salary Information Reported
2014	9	1					1	78%
2015	11	3			2	1		73%

Salary information has been accumulated from Alumni Surveys.

Student's Initials: _____ Date: _____

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

Salary and Wage Information

Total charges for the program for students completing on-time in 2016: \$23,988. 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 of Henley-Putnam University 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-month 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.
- “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

Students wishing to withdraw from a course and request a refund may do so in any manner by contacting Student Services at 408-453-9900 and completing the appropriate forms. Eligible refund requests will be paid within 30 days of the date of receipt of the refund request.

Students who withdraw within seven (7) days of the start date of the course will receive a full refund of course fees (including applicable taxes) paid to University. Students requesting a withdrawal during subsequent weeks from their start date are entitled to the amounts listed in the chart below for a 10-week course. Refundable Tuition Due to Student based on the start date of course:

- 100% for anytime between 1 day and 7 days after start date
- 80% for anytime between 8 days and 14 days after start date
- 60% for anytime between 15 days and 21 days after start date
- 40% for anytime between 22 days and 28 days after start date
- 20% for anytime between 29 days and 35 days after start date
- No refunds will be made after the fifth week (or 35 days) after the start of the course.

If the University has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the University has not paid the money to the third party at the time of the student's request for refund, the University shall refund the money to the student within 30 days of receipt of the student's refund request. The University is not eligible to receive federal student aid funds.

Henley-Putnam students are not eligible for a loan guaranteed by the federal or state government.