Complete one Program Data Workflow for EACH educational program offered (advertised) by the institution in the reporting year. If an institution offers the same program at the main location and a branch location, combine the data together and submit one Program Data Workflow for the program being reported.

1. Report Year *
   2020

2. Institution Code *
Enter valid Institution Code (main location). Only entry of valid Institution Code will auto-populate the read-only Institution Name field in question #3.
   88680539

3. Institution Name (auto-populated) *
If a valid Institution Code is entered in question #2, the Institution Name will auto-populate. If incorrect Institution Code is entered, you must clear out the Code field in question #2, then enter the correct Institution Code to re-fill the Institution Name with the correct Institution Name.
   MAOF Skill Center-Bakersfield

Program Name
4. Name of Program *

Clerical Office Worker

5. Program Level? Indicate the academic level of the program you are entering, (e.g., Doctorate, Masters, Bachelor, Associate, Diploma/Certificate, Other). If you indicate ‘Other’, please enter the Program Level in #5a. *

Diploma/Certificate

6. Select the Classification of Instructional Programs (CIP) Code that applies to this educational program. Select from the dropdown list the code that most accurately corresponds to the educational program. (Optional)

7. Select all Standard Occupational Classification (SOC) Codes that apply to this program. Select all applicable codes from the dropdown list. (Optional)

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Financial and Graduation

2020 BPPE Annual Report - Program - Financial Data and Graduation Rates

Display Instructions for #8 - #18 (Toggle)

Checked

Instructions

(Printer Friendly Annual Report Instructions Document)

8. Number of Degrees, Diplomas or Certificates Awarded to graduates scheduled to complete in the reporting year? "Number of Graduates" refers to the number of graduates in the reporting calendar year, who were scheduled to complete in said reporting calendar year. This is on-time grads, 150% grads and anyone else who was "scheduled to complete" in the calendar year.

9. Total Charges for this program? Indicate the total charges, in the reporting year, for the student to complete the program within 100% of the program length. If the total charges fluctuated during the reporting year, indicate the highest amount charged for this program during the reporting year. Total charges include all amounts paid for the program, including books, uniforms and other charges, if the charges are are required for participation in the educational program.

10. The percentage of enrolled students in the reporting year receiving federal student loans to pay for this program. Indicate the percentage of students enrolled in this program who received federal student loans to pay for this program. Divide the total number of students enrolled in this program, who received federal student loans to pay for this program, by the total number of students enrolled in this program.
loans to pay for this program. Indicate the percentage of graduates from this program, who received federal student loans to pay for this program. Divide the total number of graduates, who in the reporting year, took out federal student loans to pay for this program, by the total number graduates from this program in the reporting year.

12. Number of Students Who Began the Program? Indicate the number of students who were scheduled to complete the program in the reporting year, exclude all students who cancelled during the cancellation period, 5 CCR §74112(d)(1). Institutions with Bureau approved branches and/or satellites locations must combine the total number of students enrolled in all locations.

13. Students Available for Graduation? Indicate the number of students available for graduation in the reporting year for the program being reported. This number should be the number of students who began the program (#12 above) minus the number of students who have died, been incarcerated or been called to active military duty (CEC §94928(f) & (g)).

14. On-Time Completion? Of the students available for graduation (#13 above), indicate the number of students who completed the program within 100% of the published length in the reporting year being reported (5 CCR §74112(d)(2)).

15. Completion Rate? Divide the number of On-Time Graduates (#14 above) by the number of Students Available for Graduation (#13 above).

16. 150% Graduates? Of the students available for graduation (#13 above), provide the number of students who completed the program within 150% of the published program length in the calendar year, this includes “On-Time Graduates” (5 CCR §74112(h)(l)).

17. 150% Completion Rate? If the institution tracks 150% completion rate, provide the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates (#16 above), divided by the number of students available for graduation (#13 above). A “rate” is a percentage and should never be more than 100% (5 CCR §74112(h)(l)).

18. Is the above data taken from the Integrated Postsecondary Education Data System (IPEDS) of the United States Department of Education? Indicate “yes” if the information was taken from the data that was reported to IPEDS; Indicate “no” if it was not. If this institution does not participate in Title IV financial aid programs it most likely does not report to IPEDS.

8. Number of Degrees, Diplomas or Certificates Awarded *
   If none, indicate “0”.

7

9. Total Charges for this Program *

$0.00

10. The percentage of enrolled students in the reporting year receiving federal student loans to pay for this program *

0

11. The percentage of graduates in the reporting year who took out federal student loans to pay for this program *

0

12. Number of Students Who Began the Program *
   If none, indicate “0”.

9

13. Number of Students Available for Graduation *
   If none, indicate “0”.

9
15. Completion Rate
This is a calculated field based on #14 and #13.
55.55556

17. 150% Completion Rate
This is a calculated field based on #16 and #13.
77.77778

18. Is the above data taken from the Integrated Postsecondary Education Data System (IPEDS) of the United States Department of Education? *
No

Placement Data

2020 BPPE Annual Report - Program - Placement Data

Display Instructions for #19 - #23 (Toggle)
Checked

Instructions

(Printer Friendly Annual Report Instructions Document)

CEC § 94929.5 requires institution report placement data for every program that is designed or advertised to lead to a particular career, or advertised or promoted with any claim regarding job placement.

19. Graduates Available for Employment? Indicate the number of individuals awarded a degree, diploma or certificate in the reporting year minus the number of graduates that either died, became incarcerated, were called to active military duty, were international students that left the United States or did not have a visa allowing employment in the United States or, are continuing their education in an accredited or bureau-approved postsecondary institution (CEC §94928(d) & (f)).

20. Graduates Employed in the Field? Of the Graduates Available for Employment (#19 above), provide the number of graduates employed in the field, who are gainfully employed in a single position for which the institution represents the program prepares its graduates within six months after a student completes the applicable educational program. For occupations for which the state requires passing an examination, the period of employment shall begin within six months of the announcement of the examination results for the first examination available after a student completes an applicable educational program (CEC §94928(e)).

21. Placement Rate? Divide the number of graduates employed in the field (#20 above) divided by the number of graduates available for employment (#19 above.) A “rate” is a percentage and should never be more than 100% (5 CCR §74112(i)(4).
Graduates Available for Employment *
If none, indicate "0".
7

Graduates Employed in the Field *
If none, indicate "0".
6

Placement Rate
This is a calculated field based on #17 and #18.
85.71429

Graduates employed in the field...

22a. 20 to 29 hours per week *
If none, indicate "0".
0

22b. at least 30 hours per week *
If none, indicate "0".
6

Indicate the number of graduates employed...

23a. In a single position in the field of study *
If none, indicate "0".
6

23b. In concurrent aggregated positions in the field of study (2 or more positions at the same time) *
If none, indicate "0".
0

23c. Freelance/self-employed *
If none, indicate "0".
0

23d. By the institution or an employer owned by the institution, or an employer who shares ownership with the institution *
If none, indicate "0".
0

Allied Health

2020 BPPE Annual Report - Program - Allied Health Professionals

Display Instructions for #24-25 (Toggle)
Not Checked
24. Does this "Program" lead to a certificate or degree related to one or more of the following allied health professionals that requires clinical training? *

No

Exam Passage Rate

2020 BPPE Annual Report - Program - Exam Passage Rate

Display Instructions for #26 (Toggle)
Not Checked

26. Does this educational program lead to an occupation that requires State licensing? *

No

You have indicated "No" for question #22, please proceed to 'Salary Data'.

Salary Data

2020 BPPE Annual Report - Program - Salary Data

Display Instructions for #43-45 (Toggle)
Not Checked

43. Graduates Available for Employment
This field is auto-populated based on your entry in #17.
7

44. Graduates Employed in the Field
This field is auto-populated based on your entry in #18.
6

45. Graduates Employed in the Field Reported receiving the following Salary or Wage:

For graduates employed in the field, indicate their salaries/earnings below. If there are none in any specific range, indicate "0."

<table>
<thead>
<tr>
<th>Salary Range</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0 - $5,000 *</td>
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</tr>
<tr>
<td>Over $100,000</td>
<td>0</td>
</tr>
</tbody>
</table>
Bureau for Private Postsecondary Education
Department of Consumer Affairs

2020 Annual Report
Program Data Workflow
(Printer Friendly Annual Report Instructions Document)

2020 BPPE Annual Report - Program - Institution Data

Complete one Program Data Workflow for EACH educational program offered (advertised) by the institution in the reporting year. If an institution offers the same program at the main location and a branch location, combine the data together and submit one Program Data Workflow for the program being reported.

1. Report Year *
   2020

2. Institution Code *
   Enter valid Institution Code (main location). Only entry of valid Institution Code will auto-populate the read-only Institution Name field in question #3.
   88680539

3. Institution Name (auto-populated) *
   If a valid Institution Code is entered in question #2, the Institution Name will auto-populate. If incorrect Institution Code is entered, you must clear out the Code field in question #2, then enter the correct Institution Code to re-fill the Institution Name with the correct Institution Name.
   MAOF Skill Center-Bakersfield

Program Name

2020 BPPE Annual Report - Program - Program Name
Instructions

4. **Name of Program?** Indicate the name of the program e.g., Business Administration, Cosmetology, Medical Assisting.

5. **Program Level?** Indicate the academic level of the program you are entering, (e.g., Doctorate, Master, Bachelor, Associate, diploma/certificate or other.) If you indicate 'Other', please enter the Program Level in #5a.

6. Select the **Classification of Instructional Programs (CIP) Code that applies to this educational program.** Select from the dropdown list the code that most accurately corresponds to the educational program.

7. Select all **Standard Occupational Classification (SOC) Codes that apply to this program.** Select all applicable codes from the dropdown list.

---

4. **Name of Program**

   Bookkeeping

5. **Program Level?** Indicate the academic level of the program you are entering, (e.g., Doctorate, Masters, Bachelor, Associate, Diploma/Certificate, Other). If you indicate 'Other', please enter the Program Level in #5a.

   Diploma/Certificate

6. Select the Classification of Instructional Programs (CIP) Code that applies to this educational program. Select from the dropdown list the code that most accurately corresponds to the educational program. (Optional)

7. Select all Standard Occupational Classification (SOC) Codes that apply to this program. Select all applicable codes from the dropdown list. (Optional)

---

Financial and Graduation

2020 BPPE Annual Report - Program - Financial Data and Graduation Rates

Display Instructions for #8 - #18 (Toggle)

Checked

Instructions
8. Number of Degrees, Diplomas or Certificates Awarded to graduates scheduled to complete in the reporting year? "Number of Graduates" refers to the number of graduates in the reporting calendar year, who were scheduled to complete in said reporting calendar year. This is on-time grads, 150% grads and anyone else who was "scheduled to complete" in the calendar year.

9. Total Charges for this program? Indicate the total charges, in the reporting year, for the student to complete the program within 100% of the program length. If the total charges fluctuated during the reporting year, indicate the highest amount charged for this program during the reporting year. Total charges include all amounts paid for the program, including books, uniforms and other charges, if the charges are required for participation in the educational program.

10. The percentage of enrolled students in the reporting year receiving federal student loans to pay for this program. Indicate the percentage of students enrolled in this program who received federal student loans to pay for this program. Divide the total number of students enrolled in this program, who received federal student loans to pay for this program, by the total number of students enrolled in this program.

11. The percentage of graduates in the reporting year who took out federal student loans to pay for this program. Indicate the percentage of graduates from this program, who received federal student loans to pay for this program. Divide the total number of graduates, who in the reporting year, took out federal student loans to pay for this program, by the total number graduates from this program in the reporting year.

12. Number of Students Who Began the Program? Indicate the number of students who were scheduled to complete the program in the reporting year, exclude all students who cancelled during the cancellation period, 5 CCR §74112(d)(1). Institutions with Bureau approved branches and/or satellites locations must combine the total number of students enrolled in all locations.

13. Students Available for Graduation? Indicate the number of students available for graduation in the reporting year for the program being reported. This number should be the number of students who began the program (#12 above) minus the number of students who have died, been incarcerated or been called to active military duty (CEC §94928(f) & (g)).

14. On-Time Completion? Of the students available for graduation (#13 above), indicate the number of students who completed the program within 100% of the published length in the reporting year being reported (5 CCR §74112(d)(2)).

15. Completion Rate? Divide the number of On-Time Graduates (#14 above) by the number of Students Available for Graduation (#13 above).

16. 150% Graduates? Of the students available for graduation (#13 above), provide the number of students who completed the program within 150% of the published program length in the calendar year, this includes "On-Time Graduates" (5 CCR §74112(h)(l)).

17. 150% Completion Rate? If the institution tracks 150% completion rate, provide the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates (#16 above), divided by the number of students available for graduation (#13 above). A “rate” is a percentage and should never be more than 100% (5 CCR §74112(h)(l)).

18. Is the above data taken from the Integrated Postsecondary Education Data System (IPEDS) of the United States Department of Education? Indicate "yes" if the information was taken from the data that was reported to IPEDS; Indicate "no" if it was not. If this institution does not participate in Title IV financial aid programs it most likely does not report to IPEDS.
8. Number of Degrees, Diplomas or Certificates Awarded *
   If none, indicate "0".
   6

9. Total Charges for this Program *
   $0.00

10. The percentage of enrolled students in the reporting year receiving federal student loans to pay for this program *
    0

11. The percentage of graduates in the reporting year who took out federal student loans to pay for this program *
    0

12. Number of Students Who Began the Program *
    If none, indicate "0".
    11

13. Number of Students Available for Graduation *
    If none, indicate "0".
    11

14. Number of On-time Graduates *
    If none, indicate "0".
    4

15. Completion Rate
    This is a calculated field based on #14 and #13.
    36.3636

16. 150% Graduates?
    6

17. 150% Completion Rate
    This is a calculated field based on #16 and #13.
    54.5454

18. Is the above data taken from the Integrated Postsecondary Education Data System (IPEDS) of the United States Department of Education? *
    No

Placement Data

2020 BPPE Annual Report - Program - Placement Data

Display Instructions for #19 - #23 (Toggle)
Not Checked

19. Graduates Available for Employment *
    If none, indicate "0".
    6

20. Graduates Employed in the Field *
    If none, indicate "0".
    5

21. Placement Rate
    This is a calculated field based on #17 and #18.
    83.3333
22. Graduates employed in the field...

22a. 20 to 29 hours per week *
If none, indicate "0".
3

22b. at least 30 hours per week *
If none, indicate "0".
2

23. Indicate the number of graduates employed...

23a. In a single position in the field of study *
If none, indicate "0".
5

23b. In concurrent aggregated positions in the field of study (2 or more positions at the same time) *
If none, indicate "0".
0

23c. Freelance/self-employed *
If none, indicate "0".
0

23d. By the institution or an employer owned by the institution, or an employer who shares ownership with the institution *
If none, indicate "0".
0

Allied Health

2020 BPPE Annual Report - Program - Allied Health Professionals

Display Instructions for #24-25 (Toggle)
Not Checked

24. Does this "Program" lead to a certificate or degree related to one or more of the following allied health professionals that requires clinical training? *
No

Exam Passage Rate

2020 BPPE Annual Report - Program - Exam Passage Rate
26. Does this educational program lead to an occupation that requires State licensing? *  
No  

You have indicated "No" for question #22, please proceed to 'Salary Data'.

## Salary Data

### 2020 BPPE Annual Report - Program - Salary Data

<table>
<thead>
<tr>
<th>Salary Range</th>
<th>Count</th>
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</thead>
<tbody>
<tr>
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</table>

For graduates employed in the field, indicate their salaries/earnings below. If there are none in any specific range, indicate "0."
<table>
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<th>Income Range</th>
<th>Count</th>
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<tr>
<td>Over $100,000</td>
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