



BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR  
**Board of Vocational Nursing and Psychiatric Technicians**  
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<b>DATE</b>	February 8, 2022
<b>TO</b>	Board Members
<b>FROM</b>	Supervising Nursing Education Consultant (SNEC)
<b>REVIEWED BY</b>	Marie Cordeiro, MN, RN (SNEC)
<b>PREPARED BY</b>	Cindy Fairchild EdD, MSN, RN, PHN Nursing Education Consultant (NEC)
<b>SUBJECT</b>	Request to Admit Students; Request for Reconsideration of Provisional Approval
<b>PROGRAM</b>	Premiere Career College Vocational Nursing Program (Program) (Director: Bernie Malabanan, Irwindale, Los Angeles County, Private)

Please note: The NECs make recommendations. The recommendations are forwarded to the Executive Officer Review, the Education and Practice Committee or the full Board for action.

**PROGRAM REQUEST:**

Admit a full-time evening class of 30 students to commence on April 18, 2022, with a graduation date of June 8, 2023.

**Prior Board Decision:**

The Program was placed on provisional approval for the two-year period starting February 21, 2020, due to non-compliance with regulatory requirements relating to the violations identified during the investigation of a student complaint.

**BACKGROUND:**

On October 24, 2019, a student complaint was sent to the Board. The complaint alleged that a specific instructor harassed students, and expressed concerns related to delivery of theory content and students not attending clinicals.

Students who were scheduled to graduate December 2019 were scheduled for 16 hours a week of clinical. The approved instructional plan is 24 hours of clinical each week. Term four was approved for 96 hours of maternal newborn, 96 hours of pediatrics, 48 hours of reproductive disorders, and 48 hours of leadership. All students were scheduled for 96 hours of maternal newborn. Half of the class completed the 48 hours of leadership, while the other half of the class completed 16.5 hours of leadership. No students were scheduled for the 96 hours of pediatrics, or the 48 hours of reproductive

disorders. Students were instead scheduled for 9 -18 clinical hours in an unapproved clinical site. As students did not complete the 288 clinical hours, they are required to make up 144 to 175 clinical hours, therefore delaying completion of the program. The class graduated on February 7, 2020, seven weeks after the scheduled graduation date.

On October 22, 2019, the prior program director submitted an updated plan to improve the NCLEX-PN® pass rates. (Attachment B) The updated plan included the following:

- Interviews with potential students to determine the commitment of the student to the VN program
- Implementation of ATI
- Close monitoring of ATI performance is strictly implemented during and at the end of each term to ascertain what concepts need to be emphasized.
- Close monitoring of attendance and academic progress of students:
- Faculty members are to teach within their area of expertise.

On October 23, 2019, an ATI policy was submitted, including requirements for an ATI comprehensive predictor (exit exam). The required exit exam score is an 80 percent adjusted score. (Attachment C)

On February 7, 2020, the December 13, 2019 graduating class completed the required clinical make up hours, seven weeks after the original graduation date.

On February 21, 2020, the Board required the Program to provide one instructor for every ten students in clinical experiences. Fewer students for each clinical instructor generally enables more focused instruction and enhanced learning and should allow the instructor to closely monitor and evaluate the students' clinical performance.

On May 2, 2020, the prior program director submitted an analysis of the implementation of the previously submitted plan to improve NCLEX-PN® pass rates, and implementation of ATI. (Attachment D) The following items were identified by the prior program director:

- No evidence of standardized exams being utilized
- ATI Educator reoriented faculty to the ATI platform to maximize use of resources to support NCLEX preparation
- Instructors were not consistent with utilization of ATI Assessments
- Instructors were not consistent with assigning students review a related missed concept on assessments.

The class graduating September 23, 2020 did not receive the full benefit of the ATI products, as the ATI policy was implemented at the beginning of term two. According to the prior program director, students did not receive the full benefit of the ATI interventions as the students were being transitioned to the ATI products, and not fully oriented. Furthermore, instructors were not consistently utilizing the ATI products to evaluate student knowledge, nor were instructors consistent with requiring students to review the concepts missed on an assessment in order assist the student gain a deeper understanding of the content and develop critical thinking skills. Twenty-seven

students completed the program, however only the 9 students who passed the exit exam were considered a graduate of the program.

On December 18, 2020, the admission criteria were revised. The following assessments with following passing scores are required for admission into the program, along with passing the pre-VN course with 80 percent. The TEAS assessment is taken after completing the pre-VN course. (Attachment F)

**Required Entrance Assessment Scores**

Assessment	Score
Wonderlic Assessment form IV	15
School Developed Entrance Assessment	80%
TEAS	50%

The December 30, 2020, graduating class received full implementation of all interventions, including ATI integrated throughout the program, mandatory remediation and tutoring. Twenty-two students completed the program, however only the 7 students who passed the exit exam were considered graduates of the program.

On March 21, 2021, a new program director was approved

The March 27, 2021, graduating class received all implemented interventions, including ATI throughout mandatory remediation and tutoring. Twenty-two students completed the program, however only the 12 students who passed the exit exam were considered graduates of the program.

On March 26, 2021, the program submitted an ATI policy revision. Students were required to take an exit exam. The required score of the exit exam is a 90 percent probability of passing NCLEX-PN® on the first attempt. (Attachment E)

**Students Admitted Prior to the Implementation of the ATI Policy.**

Graduation date	Students Admitted	Students Who Completed or Currently in Class	Students Who Passed the Exit Exam (Graduates)	Students Who Did Not Pass the Exit Exam (Nongraduate)	Percent Nongraduates
10/19	28	23	8	15	65%
2/20	25	19	10	9	47%
5/20	30	24	19	5	21%

Students who graduated October 2019, February 2020, and May 2020 used the HESI comprehensive assessment for the exit exam. Students attended a live NCLEX-PN® review, were given HESI resources. Furthermore, students were encouraged to utilize additional NCLEX-PN® preparation products such as Uworld and Saunders NCLEX - PN Review book. Students who graduated in May 2020 were also offered ATI resources in preparing for their NCLEX-PN.

**Students Admitted During the Implementation of ATI But Did Not Receive all Interventions as Stated in ATI Policy.**

Graduation date	Students Admitted	Students Who Completed	Students Who Passed the Exit Exam (Graduates)	Students Who Did Not Pass the Exit Exam (Nongraduate)	Percent Nongraduates
9/4/20	26	27*	9	18	67%
12/30/20	28	22	7	15	68%
3/27/21	25	22	12	10	45%

\* students were readmitted to program

The October 23, 2019, ATI policy was not fully implemented until the June 2, 2021, class start. ATI was implemented in the September 4, 2020, graduating class during the fourth term. ATI was implemented in the December 30, 2020, graduating class during the third term. ATI was implemented in the March 27, 2021, graduating class during the second term. Per the prior program director, instructors were not consistent with utilization of ATI Assessments, nor were they consistent with assigning students review a related missed concept on assessments.

On May 21, 2021, a major curriculum revision was approved.

On January 7, 2022, the program director submitted the scores from the admission assessments and term one grade for the three current classes. The follow was identified:

- On June 2, 2021, with a graduation date of August 12, 2022, a class of 29 students were admitted to the program. Eleven of the 29 students scored below 50 percent on the TEAS entrance assessment. (Attachment G)
- On September 13, 2021, with a graduation date of December 16, 2022, a class of 29 students were admitted to the program. Eleven of the 29 students scored below 50 percent on the TEAS entrance assessment. (Attachment H)
- On December 13, 2021, with a graduation date of April 23, 2023, a class of 14 students were admitted to the program, all students scored above 50 percent on the TEAS entrance assessment. Eight candidates were not accepted to the program. The eight candidates scored between 34.7 percent and 48.7 percent on the TEAS entrance assessment (Attachment I, Attachment J)

**STAFF ANALYSIS:**

The purpose of placing a program on Provisional Approval is to increase the level of NEC consultation to achieve significant incremental progress. This program has failed to demonstrate incremental progress in the following ways:

1. The graduating classes from September 2019, February 2020, and May 2020, graduated prior to the implementation of ATI. These three classes combined

considered approximately 56 percent of the students as graduates of the program. The graduating classes from September 2020, October 2020, and March 2021, graduated following the implementation of ATI. These three classes combined considered approximately 39 percent of the students as graduates of the program. The program has had a decrease of students being considered graduates by 17 percent and, as a result, the program has failed to demonstrate a true incremental program improvement with the NCLEX-PN® pass rate.

2. The program was in violation of their admission policies when admitting 22 students between the June 2, 2021, class, and the September 13, 2021 class. On June 2, 2021, a class of 29 students was admitted to the Program. Out of the 29 students, 38 percent of the class did not meet the required TEAS score of 50 percent. Seven students scored between 35 and 48, four students scored between below 35, with two of those students scoring below 28. (Attachment G)
3. On September 13, 2021, a class of 29 students was admitted to the Program. Out of the 29 students, 38 percent of the class did not meet the required TEAS score. Seven students scored between 35 and 48, four students scored below 35 and one student scored 25.3. (Attachment H)
4. On December 12, 2021, a class of 14 students were admitted to the Program. All 14 students meet the requirements for admission to the program. Eight candidates not meeting the admission requirements were not admitted to the program. The candidates who were not admitted to the program scored between 33.3 and 48.7 on the TEAS admission assessment. (Attachment I, Attachment J)

Prior to the October 22, 2019, implementation of the interventions to improve NCLEX-PN® pass rates the program had a student completion rate of approximately 76-82 percent. The student completion rate following the intervention is approximately 78-88 percent with one class having 100 percent of the students complete the program. However, the number of students who were considered graduates of the program significantly decreased.

The program admitted 22 students who did not meet admission requirements. Students who do not meet the admission requirements are at a significant high risk of not being successful in program and/or passing NCLEX-PN®. The students who do complete the program are at a high risk of being unsuccessful on the high-stakes exit exam, therefore being considered a non-graduate of the program, and only being allowed to take NCLEX-PN® via method three, the equivalency method. A student who's RONP is submitted to take NCLEX via method 3 goes through a rigorous and time-consuming review process as their transcripts are scrutinized by the Board's Licensing Division to assure the student meets all requirements to take NCLEX-PN®. This process can take three to four months before a student could be deemed eligible to take NCLEX-PN®, thereby delaying the student's ability to take NCLEX-PN®. Students who are considered program graduates receive authorization to test within approximately two - three weeks.

The cost of the program is \$32,606.00. (Attachment K)

The admission policy was revised by the program on December 18, 2020 and submitted to the NEC on December 17, 2021. The NEC accepted the revised admission policy with the effective of date of December 18, 2020. The college catalog for 2020-2021 included the December 18, 2020 version of the admission policy. (Attachment F and Attachment L, page 23)

Candidates for the vocational nursing program take two entrance assessments prior to admission to the pre-VN courses. Following the pre-VN course a third entrance assessment is given.

There appears to be a disconnect between low scores on the standardized entrance assessments, high course scores during the program, and low completion rates. The program's annual NCLEX-PN® pass rate is 70 percent. The annual state average is 72 percent. However, due to the large number of students considered nongraduates, the program has an artificially high NCLEX-PN® pass rate.

### **STAFF RECOMMENDATIONS:**

Please note: These are not NEC decisions, rather the recommendations presented at the Executive Officer Review, the Education and Practice Committee and/or the full Board.

1. Deny the request to admit a full-time evening class of 30 students to commence on April 18, 2022, with a graduation date of June 8, 2023.
2. Revoke the provisional approval of Premiere Career College Vocational Nursing Program, effective immediately.
3. Remove the program from the Board's list of Approved Vocational Nursing Schools effective February 18, 2021.

### **RELEVANT PROGRAM ELEMENTS**

#### **Enrollment**

Section 2530(k) of Title 16 of the California Code of Regulations states:

“The program shall have prior Board approval to increase the number of students per class and/or increase the frequency of admission of classes. Criteria to evaluate a school's request to increase the number of students per class and/or increase the frequency of class admissions include but are not limited to: (1) Sufficient program resources as specified in Section 2530(a). (2) Adequacy of clinical experience as specified in Section 2534. (3) Licensure examination pass rates as specified in Section 2530(l)”.

The Program offers full-time day and evening classes that are 62 weeks in length. Board approval is required prior to admission of each class.

The following table represents current and projected student enrollment based on the current and proposed class starts and completion dates. The table indicates a maximum enrollment of 111 students for the period June 2021 through April 2022.

**Enrollment Data Table**

Class Start Dates	Class Completion Dates	Number of Students Admitted	Number of Students Current	Number of Students Considered Graduates	Number of Students Considered Nongraduate	Total Enrolled
6/21 D *(8/22)		28	25			25
9/21 E *(12/22)		29	26			25 + 26 = 51
12/21 D *(4/23)		30	30			51 + 30 = 81
Proposed 4/22 E *(6/23)		30				81 + 30 = 111

\*Indicates projected graduation date

**Licensing Examination Statistics**

Section 2530(l) of Title 16 of the California Code of Regulations states:

“The program shall maintain a yearly average minimum pass rate on the licensure examination that does not fall below 10 percentage points of the state average pass rate for first time candidates of approved vocational nursing schools for the same period.”

The following statistics, furnished by Pearson Vue and published by the National Council of State Boards of Nursing as “Jurisdictional Summary of All First-Time Candidates Educated in Member Board Jurisdiction,” for the period October 2019 through September 2021, specify the pass percentage rate for graduates of the Program on the National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN®) and the variance from the state average annual pass rates.

## NCLEX-PN® Licensure Examination Data

Quarterly Statistics					Annual Statistics *		
Quarter	# Candidates	# Passed	Percent Passed	State Average Quarterly Pass Rate	Program Average Annual Pass Rate	State Average Annual Pass Rate [CCR 2530(l)]	Variance from State Average Annual Pass Rate
Jan-Mar 2020	7	7	100%	78%	69%	79%	-10
Apr-Jun 2020	3	1	33%	81%	62%	79%	-17
Jul-Sept 2020	11	7	64%	75%	68%	78%	-10
Oct-Dec 2020	21	15	71%	75%	71%	77%	-6
Jan-Mar 2021	4	3	75%	73%	67%	76%	-9
Apr-Jun 2021	6	4	67%	72%	69%	74%	-5
Jul-Sept 2021	5	2	40%	70%	67%	72%	-5
Oct-Dec 2021	7	7	100%	73%	70%	72%	-2

\*The Annual Pass Rate changes every quarter. It is calculated by dividing the number of candidates who passed during the current and previous three quarters by the number of candidates who tested during the same period. If no data is available for the relevant period, the statistic is carried over from the last quarter for which data is available.

Based on the most current data available (July - September 2021), the program's average annual pass rate is 67 percent. The California average annual pass rate for graduates from approved vocational nursing programs who took the NCLEX-PN® for the first time during the same period is 72 percent. The average annual pass rate for the Program is five percentage points below the state average annual pass rate.

### **Faculty and Facilities**

Section 2534(d) of Title 16 of the California Code of Regulations states:

“For supervision of clinical experience, there shall be a maximum of 15 students for each instructor.”

On February 21, 2020, the full Board approved the NEC recommendation of one instructor for every ten students in clinical experiences. Fewer students for each clinical instructor will enable more focused instruction and enhanced learning to closely monitor and evaluate the clinical performance of students. Therefore, based on the projected enrollment of 111 students, 12 instructors are needed for clinical supervision. The total number of approved faculty totals 16, including the director and three additional faculty. The director has 60 percent administrative duties and 40 percent teaching responsibilities. Thirteen instructors are designated to teach clinical. The utilization of faculty at clinical facilities is such that the clinical instruction is covered adequately.



Section 2534(b) of Title 16 of the California Code of Regulations states:

“Schools shall have clinical facilities adequate as to number, type, and variety of patients treated, to provide clinical experience for all students in the areas specified by Section 2533. There must be available for student assignment, an adequate daily census of patients to afford a variety of clinical experiences consistent with competency-based objectives and theory being taught.”

Submitted documentation indicates sufficient clinical facilities to afford the number, type, and variety of patients that will provide clinical experience consistent with approved competency-based objectives and theory being taught for the current and proposed student enrollment.

### **Other Considerations**

#### **Instructor Concern**

During the May 8, 2019 unannounced site visit, a student stated that they did not feel the Term one theory instructor was an effective instructor. The program director notified the Board that the Term one theory instructor would be replaced.

On October 24, 2019, a complaint was received stating that the same instructor was “reading the book” and showed YouTube videos for six hours a day for two weeks straight.

Following the complaint, the prior program director required the instructor to attend a one-on-one discussion to discuss methods to improve teaching strategies and classroom management, along with attending courses in teaching, as well as attend the faculty development day October 10, 2019. Student evaluations conducted November 4, 2019 were positive. One student stated, “She is the best!”

On December 18, 2019, a student complaint was received regarding the same instructor. The complaint alleged that the clinical instructor “wanted to go back to the school to complete the clinical hours”, as opposed to completing the required daily hands-on clinical hours and screamed words of discouragement at students.

On December 23, 2019, an email was sent to the NEC, from the prior assistant program director, stating “We concluded investigation regarding the student complaints regarding the instructor. The faculty has resigned, and we are putting a closure to this investigation pending our meeting with the students to update them on the investigation status.”

On August 21, 2021, the previously terminated instructor was rehired, and placed in term one, teaching theory and clinical.

On November 4, 2021, a student complaint was received related to the previously terminated and now re-hired instructor. The complaint claims that the instructor “doesn’t know how to teach, she jumps from one book to another. She mixes up details.”

On December 6, 2021, the program director submitted a staff development plan for the instructor.

On December 13, 2021, the NEC was notified that the instructor was removed from teaching term one theory and moved to teaching pharmacology.

Given the foregoing, the following violation was identified:

**Section 2526(a)(14) of Title 16 of the California Code of Regulations states:**

“The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:  
(14) Admission criteria.”

**Violation #1:** The program failed to follow the admission criteria by admitting 22 students between two classes who scored below 50 on the TEAS entrance assessment. On June 2, 2021 a class of 29 students were enrolled into the program. Eleven of the 29 students failed to score above 50 on the TEAS entrances assessment. On September 13, 2021, a class of 29 students were enrolled into the program. Eleven of the 29 students failed to score above 50 on the TEAS entrances assessment.

**Status:** The violation is not corrected.

**ATTACHMENTS:**

Attachment A: Program History  
Attachment B: Assessment Technology Institute-ATI policy  
Attachment C: Premiere-NCLEX Improvement Plan  
Attachment D: NCLEX Improvement plan  
Attachment E: ATI policy 4-16-2021 version  
Attachment F: Admissions Policy – effective 12-2020  
Attachment G: Admission Scores for June 12, 2021 class  
Attachment H: Admission Scores for September 13, 2021 class  
Attachment I: Admission Scores for December 13, 2021 class  
Attachment J: VN2021 students not accepted  
Attachment K: VN enrollment agreement  
Attachment L: College Catalog 10-06-2021 (page 23)

# Attachment A, Agenda Item X.X.X

## PREMIERE CAREER COLLEGE VOCATIONAL NURSING PROGRAM

### Program History

- On February 20, 2004, the Board approved Premiere Career College's request to begin a vocational nursing program with an initial class of 30 students on March 8, 2004, only, and approved the program's curriculum to include 1568 hours, including 586 theory, and 982 clinical hours.

Commencement of the initial class was delayed to June 2004.

- On February 4, 2005, the Board approved initial full accreditation for the Premiere Career College Vocational Nursing Program for the period February 4, 2005, through February 3, 2009, and issued a certificate accordingly; **and** approved the program's request to **replace** students graduating May 20, 2005, with 30 students on June 6, 2005, only.
- On September 16, 2005, the Executive Officer approved the program's request to admit an additional full-time class of 30 students on November 21, 2005, only.
- On May 12, 2006, the Executive Officer approved the program's request to admit a class of 30 students on June 5, 2006, only, to **replace** students graduating on May 19, 2006.
- On October 3, 2006, the Executive Officer approved the program's request to admit a class of 30 students on November 20, 2006, only, to **replace** students graduating on November 3, 2006.

The Executive Officer also approved the program's request for ongoing admissions to **replace** graduating classes, only, with the stipulations that no additional classes are added to the program's current pattern of admissions without prior Board approval, and that the director documents that adequate resources are available to support each admitted class of students.

- On July 2, 2008, the Executive Officer approved the program's request to admit 30 students to a class commencing November 10, 2008, with an anticipated graduation date of October 23, 2009; and approved ongoing admissions to **replace** graduating classes only be approved with the following stipulations:
  - a. No additional classes are added to the program's current pattern of admissions without prior approval. The program's current pattern of admissions includes admission of three full-time classes of 30 students per year.

- b. The director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
- On September 20, 2010, the Executive Officer approved Premiere Career College Vocational Nursing Program's request to admit 30 students four (4) times per year to **replace** graduating students only, with the following stipulations:
    - a. No additional classes are added to the program's current pattern of admissions without prior approval. The program's current pattern of admissions includes admission of four (4) full - time classes of 30 students per year to **replace** graduating students only.
    - b. The director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
  - On February 4, 2013, the director was notified the program had four (4) quarters of low licensure pass rates. The director was required to submit a plan to improve the programs licensure pass rates by March 5, 2013.
  - On March 2, 2013, the director submitted her plan to improve licensure pass rates.
  - On May 7, 2013, the director was notified the program had five (5) quarters of low licensure pass rates. The director was required to submit a plan to improve the programs licensure pass rates by May 31, 2013.
  - On May 3, 2013, the Executive Officer continued full approval for the Premiere Career College Vocational Nursing Program for the period February 4, 2013, through February 3, 2017, and issued a certificate accordingly; **and, revoked** the programs ongoing admission pattern; **and,** required the program to obtain Board approval prior to the admission of additional students.
  - On May 20, 2013, the Executive Officer denied Premiere Career College's request to admit a class of 30 students on June 24, 2013; graduating June 6, 2014. This class would have **replaced** students that will graduate on June 7, 2013; and, approved the program's admission of a class of 15 students on June 24, 2013, only; graduating June 6, 2014. This class will **replace** students that will graduate on June 7, 2013; **and,** required the program to submit a written report **by June 12, 2013**. The report must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.
    - a. Admission Criteria.
    - b. Screening and Selection Criteria.
    - c. Terminal Objectives.
    - d. Curriculum Objectives.

- e. Instructional Plan.
- f. Theory and Clinical Objectives for Each Course.
- g. Lesson Plans for Each Course.
- h. Textbooks.
- i. Attendance Policy.
  - j. Remediation Policy.
  - k. Evaluations of Theory and Clinical Faculty.
  - l. Evaluations of Theory Presentations.
  - m. Evaluations of Clinical Rotations and Their Correlation to Theory Presentations.
  - n. Evaluation of Student Achievement.
  - o. Current Enrollment; **and**,

Required the program to obtain Board approval prior to the admission of additional students.

- On June 17, 2013, the director submitted the comprehensive analysis required above. The analysis was inadequate as presented. The director was given guidance on how to complete the analysis. A new due date of September 13, 2013 was given.
- On July 29, 2013, the director was notified the program has six (6) quarters of low licensure pass rates. The director is required to submit proof that the plan identified above is being implemented by August 16, 2013.
- On August 27, 2013, the Board received the program's documentation verifying the plan to improve graduate's licensure pass rates had been implemented.
- On September 17, 2013, the Board received the program's revised comprehensive analysis.
- On September 19, 2013, the Board approved Premiere Career College Vocational Nursing Program's request to admit a class of 15 students on September 23, 2013, only; graduating November 21, 2014. This class **replaces** students that graduated on August 30, 2013; and, required the program to obtain Board approval prior to the admission of additional students.
- On October 30, 2013, the director was notified the program has seven (7) quarters of low licensure pass rates. The director is required to submit an evaluation of her plan to bring up the program's licensure pass rates by November 15, 2013.
- On November 13, 2013, the director re-submitted the comprehensive analysis.
- On December 6, 2013, the Executive Officer considered the program's request for approval to admit a class of 15 students on January 6, 2014. The request

was denied, and the program was required to obtain Board approval prior to the admission of additional students. Additionally, the Executive Officer directed that the program be placed on the Board's February 2014 agenda for consideration of placement on provisional approval.

- On December 10, 2013, Board representatives, SNEC and assigned NEC, conducted a teleconference with program representatives relative to their request. Participating program representatives included Fe Aragon, President, Owner; Enrique Aragon, Vice President; Rowena Gabriel, Director of Student Services; and Jennifer Ty DeGuzman, Program Director.
- On December 11, 2013, the Board received correspondence from the owner, Fe Aragon, advising that the program director, Jennifer Ty De Guzman, was no longer employed at the school.
- **On December 20, 2013, the Board approved a new director.**
- On February 28, 2014, the Board placed Premiere Career College on provisional approval for a two (2) year period from February 28, 2014, through February 28, 2016 and issue a notice to the program identifying specific areas of noncompliance and requirements for correction as referenced in Section 2526.1 (e) of the California Code of Regulations; **and**, required the program to admit no additional classes without prior approval by the full Board; **and**, required the program to bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate; **and**, advised the program it shall obtain approval of the full Board prior to the admission of additional students; **and**, the program shall submit a follow-up report in 9 months, but no later than **November 1, 2014** and 21 months, but no later than **November 1, 2015**. The report must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis:
  - a. Current Student Enrollment.
    - b. Admission Criteria.
  - c. Screening and Selection Criteria.
  - d. Terminal Objectives.
  - e. Curriculum Objectives.
  - f. Instructional Plan.
  - g. Theory and Clinical Objectives for Each Course.
  - h. Lesson Plans for Each Course.
  - i. Textbooks.
  - j. Attendance Policy.
  - k. Remediation Policy.
  - l. Evaluations of Theory and Clinical Faculty.
  - m. Evaluations of Theory Presentations.

- n. Evaluations of Clinical Rotations and Their Correlation to Theory Presentations.
- o. Evaluation of Student Achievement; **and**,

The program shall comply with all approval standards in article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code section 2880, and article 5 of the Board's regulations, commencing at California Code of Regulations, title 16, section 2526; **and**, the program shall demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval; **and**, failure to take any of these corrective actions may cause the full Board to revoke the program's approval.

- On March 12, 2014, the director submitted her plan to improve licensure pass rates.
  - On March 20, 2014, the Board forwarded to the Director the Notice of Change of Approval Status.
  - On March 27, 2014, the Board received the Director's Acknowledgement of Change in Approval Status.
- On May 16, 2014, the Board denied Premiere Career College Vocational Nursing Program's request to admit a day class of 30 students commencing on May 19, 2014, graduating July 24, 2015, to **replace** students that graduated on March 14, 2014; **and**, denied the program's request to admit an evening class of 30 students commencing on June 9, 2014, graduating August 24, 2015, to **replace** students that graduated on March 14, 2014; **and**, approved the program's admission of 20 students commencing on June 9, 2014; graduating August 24, 2014, to **replace** students that graduated on March 14, 2014, provided that the program has no more than ten (10) students per instructor during clinical experience; **and**, denied the program a day class of 30 students commencing on September 1, 2014; graduating November 16, 2015, to **replace** students scheduled to graduate August 29, 2014; and, approved the program's admission of 20 students commencing September 1, 2014, graduating November 16, 2015, to **replace** students scheduled to graduate August 29, 2014, provided that the program has no more than ten (10) students per instructor during clinical experience; and, continued to require the program to obtain approval of the full Board prior to the admission of additional students.
- On June 9 – 10, Board representatives conducted an unannounced onsite survey of the program. Eight (8) violations of the California Code of Regulations were identified.
- On June 17, 2014, a Notice of Violations was sent to the assistant director. A plan of correction is due to the Board by July 11, 2014; **and**, the assistant director was notified that the program would be placed on the September 2014 Board agenda. The assistant director was required to complete the forms related to class admissions and submit to the NEC by June 23, 2014.

- On July 9, 2014, the assistant director submitted a plan to correct violations identified in the notice sent on June 17, 2014.
- **On September 10, 2014, a new director was approved by the Board.**
  - On September 12, 2014, the Board approved Premiere Career College's request to admit a class of 30 evening students on December 8, 2014; that will graduate February 26, 2016 to **replace** students that graduated on June 6, 2014; **and**, denied the program's request to admit a class of 30 evening students on March 16, 2015; that will graduate May 20, 2016 to **replace** students that are scheduled to graduate on December 5, 2014; and, denied the program's request to admit a class of 30 day students on June 8, 2015; that will graduate August 12, 2016; **and**, denied the program's request to admit a class of 30 day students on August 31, 2015; that will graduate November 4, 2016 to **replace** students that are scheduled to graduate on August 24, 2015; **and**, denied the program's request to admit a class of 30 evening students on November 9, 2015; that will graduate January 27, 2017 to **replace** students that are scheduled to graduate on November 6, 2015; **and**, continue the program's terms of provisional approval as designated on February 28, 2014; and, the program shall continue to obtain approval of the full Board prior to the admission of additional students.
  - On October 14, 2014, the Board received the director's comprehensive analysis as directed on February 28, 2014.
  - On May 15, 2015, the Board approved Premiere Career College Vocational Nursing Program's request to admit an evening class of 30 students commencing on March 9, 2015, graduating May 13, 2016, to **replace** students that graduated on December 5, 2014; **and** approved the program's request to admit a day class of 30 students commencing on June 1, 2015, graduating August 5, 2016; **and** continued to require the program to obtain approval of the full Board prior to the admission of additional students.
  - On September 9, 2015, the Board received electronic correspondence and materials from the director requesting reconsideration of provisional approval and approval to admit two (2) classes.
  - On November 20, 2015, the Board **approved** Premiere Career College, Vocational Nursing Program for the four (4) year period from November 20, 2015 through November 19, 2019, and issued a certificate accordingly; **and**, **approved** Premiere Career College Vocational Nursing Program's request to admit an evening class of 30 students commencing on February 22, 2016, graduating April 28, 2017, **only**, to **replace** students that will graduate on February 19, 2015; **and**, **approve** the program's request to admit a day class of 30 students commencing on May 15, 2016, graduating July 21, 2017; **only**, to **replace** students that will graduate on May 13, 2016; **and**, continued to require the program to obtain Board approval prior to the admission of additional students.



- On May 19, 2016, the Executive Officer:
  - 1- **Approved** Premiere Career College Vocational Nursing Program's request to admit an evening class of 30 students commencing on August 8, 2016, graduating October 31, 2017, **only**, to **replace** students that will graduate on August 5, 2016; and,
  - 2- **Approved** the request for a full-time day class of 30 students, commencing on October 31, 2016, scheduled to graduate on January 19, 2018, **only**, to replace the class graduating on October 28, 2016; and,
  - 3- **Denied** the request for a full-time evening class of 30 students, commencing on February 6, 2017, scheduled to graduate on April 13, 2018, to replace the class graduating on February 3, 2017; and,
  - 4- **Denied** the request for a full-time day class of 30 students, commencing on May 1, 2017, scheduled to graduate on July 6, 2018, to replace the class of students scheduled to graduate on April 28, 2017; and,
  - 5- **Denied** the program's request for ongoing admissions to replace graduating students only; and,
  - 6- **Continued** to require the program to obtain Board approval prior to the admission of additional students
  
- On December 13, 2016, the Executive Officer **approved** Premiere Career College Vocational Nursing Program's request to admit an evening class of 30 students commencing on February 3, 2017, graduating April 13, 2018, **only**, to replace students that will graduate on February 3, 2017, and; **approved** the request for a full-time day class of 30 students, commencing on May 1, 2017, scheduled to graduate on August 6, 2018, **only**, to replace the class graduating on April 28, 2016, and; **denied** the request for a full-time evening class of 30 students, commencing on July 24, 2017, scheduled to graduate on September 28, 2018, to replace the class graduating on July 21, 2017, and; **denied** the request for a full-time day class of 30 students, commencing on October 16, 2017, scheduled to graduate on December 21, 2018, to replace the class of students scheduled to graduate on October 19, 2017, and; **denied** the program's request for ongoing admissions to replace graduating students only, and; **continued** to require the program to obtain Board approval prior to the admission of additional students.
  
- On May 19, 2017, the Executive Officer **approved** Premiere Career College Vocational Nursing Program's request to admit a full-time evening class of 30 students, commencing August 14, 2017, scheduled to graduate on October 19, 2018, to replace the class graduating on July 21, 2017, and; **approved** a full-time day class of 30 students, commencing on November 6, 2017, scheduled to graduate on January 25, 2019, to replace the class graduating on October 19, 2017, and; **denied** a full-time evening class of 30 students, commencing on February 12, 2018, scheduled to graduate on April 19, 2019, to replace the class graduating on January 19, 2018, and; **denied** a full-time day class of 30 students, commencing on May 7, 2018, scheduled to graduate on July 12, 2019, to replace the class graduating on April 13, 2018, and; **denied** the request for ongoing admissions of thirty (30) students four (4) times a year to replace graduating

classes only, and; **continued** to require the program to obtain Board approval prior to the admission of additional students.

- On June 1, 2017, a new program director was approved.
- On December 5, 2017, the Executive Officer **approved** Premiere Career College Vocational Nursing Program's request to admit one (1) full-time evening class of 30 students commencing on January 29, 2018, graduating on April 5, 2019, to replace the class that will graduate on January 19, 2018, **and**; continued to require the program to obtain Board approval prior to the admission of additional students, **and**; continued to require the program, when requesting approval to admit students, to: (a) Submit all documentation in final form, using the forms provided by the Board, no later than two (2) months prior to the requested start date for the class, (b) Provide documentation that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students, (c) Ensure that the program maintains an average annual pass rate that is compliant with Section 2530 (l) of the Vocational Nursing Rules and Regulations, **and**; continued to require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526.
- On February 6, 2018, the Executive Officer **approved** Premiere Career College Vocational Nursing Program's request to admit one (1) full-time day class of 30 students commencing on April 23, 2018, graduating on June 28, 2019, to replace the class that will graduate on April 13, 2018; **and**, continued to require the program to obtain Board approval prior to the admission of additional students; **and**, continued to require the program, when requesting approval to admit students, to: (a) Submit all documentation in final form, using the forms provided by the Board, no later than two (2) months prior to the requested start date for the class.(b)Provide documentation that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.(c) Ensure that the program maintains an average annual pass rate that is compliant with Section 2530 (l) of the Vocational Nursing Rules and Regulations Code; **and**, continued to require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526.
- On May 11, 2018, the Executive Officer approved Premiere Career College Vocational Nursing Program's request to admit one full-time evening class of 30 students, commencing on July 16, 2018, graduating on September 20, 2019, to replace the class that will graduate on July 6, 2018; **and**, approved Premiere Career College Vocational Nursing Program's request to admit one full-time day class of 30 students, commencing on October 8, 2018, graduating on December 13, 2019, to replace the class that will graduate on October 5, 2018; **and**, continued to require the program to obtain Board approval prior to the admission of additional

students; **and**, continued to require the program, when requesting approval to admit students, to: (a) Submit all documentation in final form, using the forms provided by the Board, no later than two months prior to the requested start date for the class. (b) Provide documentation that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students. (c) Require that the program maintains an average annual pass rate that is compliant with Section 2530(l) of the Vocational Nursing Rules and Regulations; **and**, continued to require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the California Code of Regulations, Title 16, Section 2526.

- On September 4, 2018, the Executive Officer approved Premiere Career College Vocational Nursing Program's request to admit a full-time evening class of 30 students, commencing on January 14, 2019, graduating on March 20, 2020, to replace the class that will graduate on January 11, 2019; **and**, continued to require the program to obtain Board approval prior to the admission of additional students; **and**, continued to require the program, when requesting approval to admit students, to: (a) Submit all documentation in final form, using the forms provided by the Board, no later than two months prior to the requested start date for the class. (b) Provide documentation that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students. (c) Require that the program maintains an average annual pass rate that is compliant with Section 2530(l) of the Vocational Nursing Rules and Regulations; **and**, continued to require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the California Code of Regulations, Title 16, Section 2526.
- On December 18, 2018, the Executive Officer approved Premiere Career College Vocational Nursing Program's request to admit a full-time day class of 30 students, commencing on April 8, 2019, graduating on June 12, 2020, to replace the class that will graduate on April 5, 2019; **and**, continued to require the program to obtain Board approval prior to the admission of additional students; **and**, continued to require the program, when requesting approval to admit students, to: (a) Submit all documentation in final form, using the forms provided by the Board, no later than two months prior to the requested start date for the class. (b) Provide documentation that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students. (c) Require that the program maintains an average annual pass rate that is compliant with Section 2530(l) of the Vocational Nursing Rules and Regulations; **and**, continued to require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the California Code of Regulations, Title 16, Section 2526.
- On April 2, 2019, the Executive Officer approved the Premiere Career College Vocational Nursing Program's request for ongoing admissions of two full-time day classes of 30 students per calendar year, replacing graduating classes only, and two full-time evening classes of 30 students per calendar year, replacing

graduating classes only; **and**, approved ongoing admissions to replace graduating classes only, with the following stipulations: (a) No additional classes are added to the program's pattern of admissions without prior Board approval. The program's pattern of admissions will include admission of two full-time day classes of 30 students per calendar year, replacing graduating classes only, and two full-time evening classes of 30 students per calendar year, replacing graduating classes only. (b) The director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.(c) Ensure that the program maintains an average annual pass rate that is compliant with Section 2530(l) of the Vocational Nursing Rules and Regulations; **and**, continued to require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the California Code of Regulations, Title 16, Section 2526.

- On May 21, 2019, the Executive officer revoked ongoing admissions for the Premiere Career College Vocational Nursing Program, effective immediately; **and**, required the program to admit no additional classes without prior approval by the Board; **and**, required the program, when requesting approval to admit students, to: (a) Submit all documentation in final form, using the forms provided by the Board, no later than two months prior to the requested start date for the class. (b) Provide documentation that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students. (c) Ensure that the program maintains an average annual pass rate that is compliant with Section 2530(l) of the Vocational Nursing Rules and Regulations; **and**, required the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professionals Code, section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, section 2526.
- On June 4, 2019, the Executive officer approved the Premiere Career College Vocational Nursing Program to admit a full-time evening class of 30 students commencing on July 1, 2019, and graduating on September 4, 2020, to replace the class that graduates on June 28, 2019; and continue the program's requirement to obtain Board approval prior to admission of any additional classes; Continue to require the program, when requesting approval to admit students, to: (a) Submit all documentation in final form, using the forms provided by the Board, no later than two months prior to the requested start date for the class. (b) Provide documentation that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students. (c) Ensure that the program maintains an average annual pass rate that is compliant with Section 2530(l) of the Vocational Nursing Rules and Regulations. Require the program to submit a list of student names who are enrolled in Term 1 at the start of each cohort. Require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professionals Code, section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, section 2526.

- On August 6, 2019, the Executive officer Approve Premiere Career College Vocational Nursing Program's request to admit a full-time day class of 30 students commencing on September 23, 2019, and graduating November 27, 2020, to replace the class which will be graduating September 20, 2019.
1. Continue to require the program to obtain Board approval prior to the admission of additional students.
  2. Continue to require the program, when requesting approval to admit students, to:
    - a. Submit all documentation in final form, using the forms provided by the Board, no later than two months prior to the requested start date for the class.
    - b. Provide documentation that adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.
    - c. Require that the program maintains an average annual pass rate that is compliant with Section 2530(l) of the Vocational Nursing Rules and Regulations.
  3. Continue to require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the California Code of Regulations, Title 16, Section 2526.
- On December 20, 2019 the Executive Officer approved the following:
    1. Deny continued full approval for the Premiere Career College, Vocational Nursing Program and place the program Premiere Career College Vocational Nursing Program on the January 27, 2020 Board Education Committee agenda for consideration of provisional approval.
    2. Deny the program director's request to admit a full-time evening class of 30 students commencing on January 6, 2020, and graduating March 12, 2021, to replace the class which graduated December 13, 2019.
    3. Require the program director to submit accurate term 4 faculty/student assignments for each student in the December 2019 graduating class, including plan to make up clinical hours with documented approval from the clinical sites.
    4. Require the program director to submit all clinical sign-in rosters for the December 2019 graduating class each week until all clinical hours have been made up. Clinical sign-in rosters are to be submitted on Friday of each week.
    5. Require the program director to submit documentation that the December 19, 2019 graduating class completed all required clinical make up hours by January 22, 2019.
    6. Require the program director to submit a plan to obtain adequate maternal newborn and pediatric clinical sites by December 20, 2019.
    7. Require the program director to submit a comprehensive analysis by January 20, 2020. The report must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the

effect of employed interventions, along with documentation of adequate maternal newborn and pediatric clinical sites. The following elements must be addressed in the analysis.

- a. Admission Criteria
  - b. Screening and Selection Criteria
  - c. Theory and Clinical Objectives for Each Course
  - d. Current Evaluations of Theory and Clinical Faculty
  - e. Current Evaluations of Clinical Facilities
  - f. Current Evaluations of Clinical Rotations and Their Correlation to Theory Presentations
  - g. Evaluation of Student Achievement
  - h. Current Enrollment
  - i. Plan to provide adequate and accurate clinical experiences to assure students are meeting the required Board approved clinical hours
8. Continue to require the program to obtain Board approval prior to the admission of additional students.
9. Continue to require the program, when requesting approval to admit students, to:
- a. Submit all documentation in final form, using the forms provided by the Board, no later than two months prior to the requested start date for the class.
  - b. Provide documentation demonstrating adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
  - c. Ensure that the program maintains an average annual pass rate that is compliant with Section 2530(l) of the Vocational Nursing Rules and Regulations.
10. Require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code, section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, section 2526.
- On December 23, 2019, a new director was approved by the Board.
  - On February 20, 2020 the full Board approved the following
    1. Deny continued full approval for the Premiere Career College, Vocational Nursing Program and place program on provisional approval for a two-year period beginning February 21, 2020; and issue a notice to the program to identify specific area of non-compliance and requirements for correction as referenced in Section 2526.1(e) of the California Code of Regulations as referenced above.
    2. Require the program director to submit all clinical sign-in rosters for the December 2019 graduating class each week until all clinical hours have been made up.

Clinical sign-in rosters are to be submitted on Friday of each week-

3. Require the program director to submit documentation demonstrating that the December 2019 graduating class completed all required clinical make up hours by January 22, 2019.
4. Require the program to submit a report to the Board in six months, no later than August 21, 2020, and in 18 months, no later than September 21, 2021. The report must include a comprehensive analysis of the program, timeline for implementation, and the effect of employed interventions. The elements below must be addressed in the analysis.
  - a. Terminal objectives
  - b. Evaluation of current curriculum including:
    - 1- Instructional plan
    - 2- Theory objectives for each term
    - 3- Clinical objectives for each term
    - 4- Lesson plans for each term
  - c. Student Policies including:
    - 1- Admission policy
    - 2- Screening and selection policy
    - 3- Attendance policy
    - 4- Remediation policy
    - 5- Evaluation of student achievement
    - 6- Credit granting policy
  - d. Evaluations of approved clinical facilities which determine adequacy in number and variety of patients to accommodate current and projected students.
  - e. Evaluations of faculty
  - f. Methodologies for:
    - 1- Faculty meetings
    - 2- Clinical evaluations
  - g. Documentation of required clinical resources for all terms for all current cohorts.
5. Require the program to provide no less than one instructor for every ten students in clinical experiences.
6. Continue to require the program to obtain Board approval prior to the admission of additional students.
7. Continue to require the program, when requesting approval to admit students, to:
  - b. Submit all documentation in final form, using the forms provided by the Board, no later than two months prior to the requested start date for the class.
  - c. Provide documentation demonstrating adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.

- d. Ensure that the program maintains an average annual pass rate that is compliant with Section 2530(I) of the Vocational Nursing Rules and Regulations.
8. Require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professionals Code, section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, section 2526.
  9. Failure to take any of these corrective actions may cause the full Board to revoke the program's approval.
- On February 27, 2020, a new director was approved by the Board.
  - On May 22, 2020 the full Board approved the following
1. Deny the Premiere Career College Nursing Program's request to admit a full-time class of 30 students commencing on June 1, 2020, graduating on August 21, 2021, to replace the February 7, 2020, graduating class.
  2. Require the program to submit a comprehensive analysis to the Board no later than August 21, 2020, and September 21, 2021. The report must include a comprehensive analysis of the program, timeline for implementation, and the effect of employed interventions. The elements below must be addressed in the analysis.
    - a. Terminal objectives
    - b. Evaluation of current curriculum including:
      1. Instructional plan
      2. Theory objectives for each term
      3. Clinical objectives for each term
      4. Lesson plans for each term
    - c. Student Policies including:
      - i. Admission policy
      - ii. Screening and selection policy
      - iii. Attendance policy
      - iv. Remediation policy
      - v. Evaluation of student achievement
      - vi. Credit granting policy
    - d. Evaluations of approved clinical facilities which determine adequacy in number and variety of patients to accommodate current and projected students.
    - e. Evaluations of faculty
    - f. Methodologies for:
      - 1- Faculty meetings
      - 2- Clinical evaluations
    - g. Plan to increase the number of students who pass the exit exam.
  3. Require the program to provide no less than one instructor for every ten students in clinical experiences.



4. Continue to require the program to obtain Board approval prior to the admission of additional students.
  5. Continue to require the program, when requesting approval to admit students, to:
    - a. Submit all documentation in final form, using the forms provided by the Board, no later than two months prior to the requested start date for the class.
    - b. Provide documentation demonstrating adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
    - c. Ensure that the program maintains an average annual pass rate that is compliant with Section 2530(l) of the Vocational Nursing Rules and Regulations.
  6. Place the program on the February 2022 Board agenda for reconsideration of provisional approval.
  7. Require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professionals Code, section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, section 2526.
  8. Failure to take any of these corrective actions may cause the full Board to revoke the program's approval.
- On August 21, 2020 the Board rendered the following:
    1. Deny the Program's request to admit a full-time class of 30 students commencing on June 1, 2020, graduating on October 26, 2020, graduating on December 12, 2021, to replace the February 7, 2020, graduating class.
    2. Place the Program on the February 2022 Board agenda for reconsideration of provisional approval.
    3. Comply with all program requirements listed below.

**PROGRAM REQUIREMENTS:**

1. Program director to notify the NEC when current students return to a Board- approved clinical site for clinical experiences.
2. Program director to notify the NEC when a course is 50 percent complete, and submit an update related to clinical experiences.
3. Submit a comprehensive analysis to the Board no later than September 21, 2020. The report must include a comprehensive analysis of the Program, timeline for implementation, and the effect of employed interventions. The elements below must be addressed in the analysis.

- e. Terminal objectives
  - f. Evaluation of current curriculum including:
    - 5- Instructional plan
    - 6- Theory objectives for each term
    - 7- Clinical objectives for each term
    - 8- Lesson plans for each term
  - g. Student Policies including:
    - Admission policy
    - Screening and selection policy
    - Attendance policy
    - Remediation policy
    - Evaluation of student achievement
    - Credit granting policy
  - h. Evaluations of approved clinical facilities which determine adequacy in number and variety of patients to accommodate current and projected students.
  - e. Evaluations of faculty
  - f. Methodologies for:
    - Faculty meetings
    - Clinical evaluations
  - g. Plan to increase the number of students who pass the exit exam.
  - h. Plan to improve NCLEX-PN® pass rates
4. Provide no less than one instructor for every ten students in clinical experiences. Regulation 2534 (d) states, “For supervision of clinical experience, there shall be a maximum of 15 students for each instructor”.
5. Obtain Board approval prior to the admission of additional students.
6. When requesting approval to admit students, to:
- d. Submit all documentation in final form, no later than two months prior to the requested start date for the class.
  - e. Provide documentation demonstrating adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
  - f. Ensure that the Program maintains an average annual pass rate that is compliant with Section 2530(l) of the Vocational Nursing Rules and Regulations.
7. Comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code, section 2880, and Article 5 of the Board’s Regulations, commencing at California Code of Regulations, Title 16, section 2526.
8. Board staff will continue to closely monitor the Program’s progress by monitoring the program reports, resources and the program’s annual average pass rates.

9. Failure to take any of these corrective actions may cause the full Board to revoke the Program's approval.
- On November 8, 2020 the full Board approved the following:
    1. Deny the Program's request to admit a full-time class of 30 students commencing on January 4, 2021, graduating on February 7, 2022, to replace the February 7, 2020, graduating class.
    2. Place the Program on the February 2022 Board agenda for reconsideration of provisional approval.
    3. Comply with all program requirements listed below.

PROGRAM REQUIREMENTS:

1. Notify the NEC in the event a current class is displaced from clinical sites.
2. Notify the NEC when a course is 50 percent complete, and submit an update related to clinical sites.
3. Submit an analysis and plan to increase the number of graduates and NCLEX-PN® pass rates to the Board no later than January 1, 2021. The report must include an analysis of the Program, timeline for implementation, and the effect of employed interventions.
4. Continue to provide no less than one instructor for every ten students in clinical experiences. Regulation 2534(d) states, "For supervision of clinical experience, there shall be a maximum of 15 students for each instructor".
5. Obtain Board approval prior to the admission of additional students.
6. When requesting approval to admit students, to:
  - g. Submit all documentation in final form, no later than two months prior to the requested start date for the class.
  - h. Provide documentation demonstrating adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
  - i. Ensure that the Program maintains an average annual pass rate that is compliant with Section 2530(l) of the Vocational Nursing Rules and Regulations.
7. Continue to require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the California Code of Regulations, Title 16.

8. Board staff will continue to monitor the program's effectiveness by tracking class admissions, the effectiveness of employed interventions and the program's licensure examination pass rates each quarter.
  9. Failure to take any of these corrective actions may cause the Board to revoke the program's approval.
- On March 21, 2021, a new program director was approved.
  - On May 21, 2021, the full Board approved the following:
    1. Approve the Program's request to admit a full-time class of 30 students commencing on May 24, 2021, graduating on August 12, 2022, to replace the February 7, 2020, graduating class.
    2. Approve the Program's request to change curriculum change from a full-time curriculum of 60 weeks to a revised full-time curriculum of 62 weeks, effective May 24, 2021. The proposed curriculum consists of 584 theory hours and 978 clinical hours totaling 1562 hours.
    3. Place the Program on the February 2022 Board agenda for reconsideration of provisional approval.
    4. Comply with all program requirements listed below.

**PROGRAM REQUIREMENTS:**

1. Notify the NEC in the event a current class is displaced from clinical sites.
2. Notify the NEC when a course is 50 percent complete, and submit an update related to clinical sites.
3. Require the program to submit a comprehensive analysis by December 1, 2021. The report must include a comprehensive analysis of the program, timeline for implementation, and the effect of employed interventions. The elements below must be addressed in the analysis.
  - a. Terminal objectives
  - b. Evaluation of current curriculum including:
    - 1- Instructional plan
    - 2- Theory objectives for each term
    - 3- Clinical objectives for each term
    - 4- Lesson plans for each term
  - c. Student Policies including:
    - 1- Admission policy
    - 2- Screening and selection policy
    - 3- Attendance policy
    - 4- Remediation policy

- 5- Evaluation of student achievement
  - 6- Credit granting policy
  - d. Evaluations of approved clinical facilities which determine adequacy in number and variety of patients to accommodate current and projected students.
  - e. Evaluations of faculty
  - f. Methodologies for:
    - 1- Faculty meetings
    - 2- Clinical evaluations
  - g. Documentation of required clinical resources.
4. Obtain Board approval prior to the admission of additional students.
  5. When requesting approval to admit students, to:
    - a. Submit all documentation in final form, by the fifteenth day of the second month preceding the month of the Board meeting at which the request will be considered.
    - b. Provide documentation demonstrating adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
    - c. Ensure that the Program maintains an average annual pass rate that is compliant with Section 2530(l) of the Vocational Nursing Rules and Regulations.
  6. Continue to require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the California Code of Regulations, Title 16.
  7. Board staff will continue to monitor the program's effectiveness by tracking class admissions, the effectiveness of employed interventions and the program's licensure examination pass rates each quarter.
  8. Failure to take any of these corrective actions may cause the Board to revoke the program's approval.

On August 20, 2021, the Board approved the following:

1. Approve the Program's request to admit a full-time evening class of 30 students commencing on September 13, 2021, graduating on December 17, 2022.
2. Place the Program on the February 2022 Board agenda for reconsideration of provisional approval.
3. Comply with all program requirements listed below.

**PROGRAM REQUIREMENTS:**

1. Notify the NEC in the event a current class is displaced from clinical sites.

2. Notify the NEC when a course is 50 percent complete, and submit an update related to clinical sites.
3. Continue the Program to provide one instructor for every ten students in clinical experiences.
4. Obtain Board approval prior to the admission of additional students.
5. When requesting approval to admit students, too:
  - a. Submit all documentation in final form by the fifteenth day of the second month preceding the month of the Board meeting at which the request will be considered.
  - b. Provide documentation demonstrating adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.
  - c. Ensure that the Program maintains an average annual pass rate is compliant with Section 2530(l) of the California Code of Regulations.
6. Require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at California Business and Professions Code Section 2880, and Article 5 of the California Code of Regulations, Title 16, Section 2526.
7. Board staff will continue to monitor the program's effectiveness by tracking class admissions, the effectiveness of employed interventions, and the program's licensure examination pass rates each quarter.
8. Failure to take any of these corrective actions may cause the Board to revoke the program's approval.

On November 18, 2021, the full Board approved the following.

1. Approve the Program's request to admit a full-time class of 30 students to commence on December 13, 2021, with a graduation date of April 23, 2023.
2. Place the Program on the February 2022 Board agenda for reconsideration of provisional approval.
3. Comply with all program requirements listed below.

### **PROGRAM REQUIREMENTS**

1. Continue to require the program to submit a comprehensive analysis report every 12 months, with a submission date no later than December 1, 2021. The report must include a comprehensive analysis of the program timeline for implementation and the effect of employed interventions.

2. The following elements must be addressed in the analysis.
  - a. Terminal Objectives
  - b. Evaluation of Current Curriculum including:
    - 1- Instructional Plan
    - 2- Theory & Clinical Objectives for each Term
    - 3- Lesson Plans for each Term
  - c. Student Policies including:
    - 1- Admission Policy
    - 2- Screening and Selection Policy
    - 3- Attendance & Remediation Policy
    - 4- Evaluation of Student Achievement
    - 5- Credit Granting Policy
  - d. Evaluations of approved clinical facilities which determine adequacy in number and variety of patients to accommodate current and projected students.
  - e. Evaluations of Faculty
  - f. Methodologies for:
    - 1- Faculty Meetings
    - 2- Clinical Evaluations
  - g. Documentation of required clinical resources for all terms for all current cohorts.
  - h. Plan to increase the number of students who are considered graduates.
3. Admit no additional classes without prior approval by the Board.
4. Require the Program, when requesting approval to admit students, to:
  - a. Submit all documentation in final form, using the forms provided by the NEC, no later than by the fifteenth day of the second month preceding the month of the Board meeting.
  - b. Provide documentation that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
  - c. Ensure that the program maintains an average annual pass rate that is compliant with Section 2530(l) of the California Code of Regulations.
5. Continue to provide no less than one instructor for every ten students in clinical experiences. Regulation 2534(d) states, "For supervision of clinical experience, there shall be a maximum of 15 students for each instructor." The recommendation of one instructor for every ten students in clinical experiences will enable more focused instruction and enhanced learning to closely monitor and evaluate the clinical performance of students.
6. Notify the NEC in the event a current class is displaced from clinical sites.
7. Continue the program's requirement to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at the California Business

and Professionals Code, Section 2880, and Article 5 of the California Code of Regulations, Title 16, Section 2526.

8. Continue the program's requirement to demonstrate incremental progress in NCLEX-PN® examination pass rates. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.





# PREMIERE CAREER COLLEGE

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October 22, 2019

**Cindy Fairchild, EdD, MSN, RN**

Nursing Education Consultant

Board of Vocational Nursing & Psychiatric Technicians

2535 Capitol Oaks Drive, Suite 205 Sacramento, CA

95833

Dear Dr. Fairchild,

Sincere greetings!

Anent your email dated October 22, 2019, we are respectfully submitting to you our plan to intensify our efforts to improve NCLEX-PN Pass Rates. They are as follows:

- 1. As part of our admission procedures, interviews are conducted and strictly implemented to determine the commitment of the student to the VN Program.** Likewise, the requirements/expectations as far as attendance and ability to cope up with the program are concerned are disclosed early on during the admission process.
- 2. Implementation of Assessment Technologies Inc. (ATI).** Introduction of ATI concepts to the instructor starts at the Pre-VN level (Anatomy & Physiology) including ATI method of questioning so students are wont to the ATI method hence preparing them early for NCLEX test taking. Also, on the last two (2) weeks of the Pre-VN Program, simple mathematical calculations, i.e. conversions, equivalents are reviewed as well as dosage calculations are introduced to prepare them for Pharmacology in higher Terms.
- 3. Close monitoring of ATI performance is strictly implemented during and at the end of each Term to ascertain what concepts need to be emphasized.** Relative to this, a Faculty Development Activity was conducted focusing on how faculty members should integrate ATI in classroom instruction as well as on properly managing the

*"Because quality education matters."*

## Assessment Technologies Institute (ATI) Policy

### I. **PURPOSE**

To establish a systematic, purposeful procedure outlining on academically sound and integrated use of ATI products (i.e. tutorials, modules, practice examinations and proctored examinations) within the pre-licensure Vocational Nursing Program.

### II. **PROGRAM REQUIREMENTS**

Students will be required to take ATI competency tests pertaining to each of the major courses-content areas throughout the Vocational Nursing pre-licensure curriculum as a [percentage] of the grade in faculty-selected courses. When given, the ATI proctored tests will be administered toward the end of each nursing course. The tests could be scheduled outside of lecture class time and the student is required to attend.

In course-content areas where there is no ATI pre-packaged practice and/or proctored examinations, the course faculty will use the ATI test bank to create ATI test(s) for these courses that reflect the course learning outcomes-objectives.

- No more than 20% of the final theory grade may be attributed to ATI content mastery proctored examinations
- ATI content specific practice examinations are pre-requisites to the Proctored Term Examination.
- The minimum benchmark for success on the Content Mastery Series ATI practice assessments whether incorporated as a Term or Unit Assessment is 80%.
- The minimum benchmark for success on the Content Mastery Series ATI proctored assessment is Level 2 proficiency.
- Proctored assessments are used for the determination of end-of-course mastery.
- A proficiency level is not provided for custom ATI examination so these courses will be scored using the grading scale and established benchmark for success outlined in the respective course syllabi.

### III. **STUDENT REQUIREMENTS**

#### A. **PRACTICE ASSESSMENTS**

- Students should complete the ATI Practice Assessment (A), with rationales, that coincides with the specified content proctored examination by the assigned date.
- Prior to taking the first proctored assessment, students are required to complete the ATI Practice Assessment (B), without rationales, that coincides with the specified content proctored examination by assigned date.
- Students are expected to achieve an 80% or greater individual score on the Content Mastery Series Practice Assessment for the specified course (the student may take the practice assessment multiple times without penalty to achieve the required individual score).

- Students are encouraged to use their required course textbooks, lectures, and ATI materials in order to remediate while completing practice assessments
- Focused reviews following practice assessments are strongly encouraged for additional preparation with respect to content mastery.
- Student may be required to print and submit transcripts, with focused remediation to course faculty prior to the proctored assessment.

#### **B. PROCTORED ASSESSMENT**

- Students achieving Level 3 proficiency on the course specific [content mastery] proctored assessment will receive 100 points posted for the ATI proctored exam; and are not required to complete remediation or take the second ATI proctored assessment if a second proctored exam is offered.
- Students achieving Level 2 proficiency on the course specific content mastery on the first proctored assessment attempt will receive 90 points posted for the ATI proctored exam; and are not required to complete remediation or take the second ATI proctored assessment if a second proctored examination is offered.
- If a second proctored examination is offered, students who did not meet the Level 2 proficiency standard but achieve a Level 3 or Level 2 proficiency on the course specific content mastery series on the second proctored assessment attempt, will receive 80 points posted for the ATI proctored exam for either level of proficiency (i.e., Level 3 or Level 2)
- Students scoring Level 1 or Below Level 1 proficiency on course specific content mastery on the first proctored assessment attempt will receive 70 points posted for the ATI proctored exam. Students will be required to complete a minimum one-hour focused review, and print and submit transcripts to course faculty prior to the administration of the second proctored ATI assessment if a second proctored examination is offered.
- Students scoring Level 1 or Below Level 1 proficiency on course specific content mastery on the second proctored assessment attempt will receive 60 points posted for the ATI proctored exam.
- The remediation, if required, includes creating and competing a Focused Review on topics missed. If the student is unsure of how to create a focused review, go to [www.atitesting.com](http://www.atitesting.com), log in and instructions are located under Orientation Materials > How to Access My Results and Remediation.
- Students are encouraged to use their required course textbooks, lectures, and ATI materials in order to remediate while preparing for a second proctored assessment if offered.

<b>First Administration of ATI Proctored Exam</b>			
<b>Proficiency</b>	<b>Score</b> (Max. allowable points)	<b>Possible Mandatory Remediation</b>	<b>Retake Allowed</b>
Level 3	100	No	Yes
Level 2	90	No	Yes
Level 1 or below	70	Yes	Yes

<b>Second Administration (Retest) of ATI Proctored Exam (If Given)</b>			
<b>Proficiency</b>	<b>Score</b> (Max. allowable points)	<b>Possible Mandatory Remediation</b>	<b>Retake Allowed</b>
Level 3	80	No	No
Level 2	80	No	No
Level 1 or below	60	No	No

#### **IV. GRADING POLICY (20% of Course Grade for Specific Courses)**

##### **A. Course Practice Assessment**

- No more than 10 points may be awarded for an individual score of 80% or greater on assigned practice assessment(s) completed by the assigned date
- No more than 5 points may be awarded if practice assessment is completed by the assigned date but the student does not achieve 80% or greater individual score.
- 0 points are awarded if practice assessment(s) are incomplete

##### **B. Course Proctored Assessment**

- One-hundred (100) points for achievement of Level 3 proficiency on first proctored assessment and retesting not required.
- Ninety (90) points for achievement of Level 2 proficiency on first proctored assessment and retesting not required. The student may sit for a second proctored assessment, if offered. However, this would be for learning purposes only. The initial score received on the first sitting is the official and final score.
- Seventy (70) points for achievement of Level 1 or Below Level 1 on first proctored assessment. Remediation and retesting may be required.
- Sixty (60) points for achievement of Level 1 or Below Level 1 on second proctored assessment if a second proctored examination is offered. The focus review and remediation transcript must be submitted to receive the 60 points. If review and transcript not submitted as required, the student will have zero (0) points recorded for proctored assessment grade.

#### **V. REMEDICATION**

- To remediate means to review an area that is not fully understood. The faculty will provide a description of the remediation plan for the material that applies to the course. Students may be required to complete a minimum one-hour focused review, and print and submit transcripts to course faculty as directed. The remediation, if required, includes creating and completing a Focused

Review on topics missed. If the student is unsure of how to create a focused review, go to [www.atitesting.com](http://www.atitesting.com), log in and the instructions are located under Orientation Materials > How to Access My Results and Remediation.

- When completing remediation activity that is not proctored (i.e. on the internet at home or out of the classroom), be aware that the faculty has access to detailed information about the timing and duration of remediation efforts. Remediation is intended to help the student recover important information that was missed on the initial test.
- Students achieving Proficiency Level 2 or higher will be exempt from participating in the pre-licensure programs focused review. Even though students achieving Proficiency Level 2 or above on the first proctored course-specific assessment are not required to participate in remediation they may self-select to participate.
- A variety of learning resources may be used in the remediation process, including the case study approach to focus on critical thinking and application of the nursing process, selected components of ATI Content Mastery Series review modules, non-proctored online practice assessments, and course materials. The course faculty is responsible for organizing and implementing the remediation process. The course faculty will review the student's remediation work for determination of completeness.

#### VI. NURSING COURSE IN THE LAST TERM

- As part of Term IV, students must sit for Two (2) Comprehensive Predictors Examinations **AND** obtain a **greenlight from the Program Director** as component of course completion. Students have a total of six (6) weeks to complete the process.
- Students will take an ATI Comprehensive (A) Examination during Week 12 of Term IV
- Students will be required to complete a focused review, and print and submit transcripts to the Program Director prior to the administration of the second ATI Comprehensive (B) Predictor Examination.
- **Ongoing engagement is mandatory until the greenlight is achieved.**
- Students must achieve an 80% or greater and meet all progression requirements to be considered graduate of the Vocational Nursing Program

Should the student not successfully complete the ATI process within the established amount of time outlined in the syllabus, the student will receive an "incomplete."

**Premiere Career College (PCC)  
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<b>Action Item: ATI POLICY</b>	<b>Indicators/Findings</b>	<b>Specific Actions/Activities</b>	<b>Effect (Actual/Expected) of Employed Interventions</b>
	<ul style="list-style-type: none"> <li>• ATI Policy</li> <li>• VN Student Handbook</li> </ul> <p>ATI policy requires updating; high-stakes final grade percentage &amp; remediation</p>	<p>PD &amp; NCLEX/ATI Coordinator to revisit ATI policy for updating rubric and remediation requirements. Remediation contract will be revised to include specific performance requirements.</p>	<p>1/30/2020 NCLEX/ATI policy revised 5/2020 adjust rubric from 20% of final theory grade to 10%; NCLEX readiness contract to be strengthened to ensure student success.</p>
<b>Action Item: CURRICULUM</b>	<b>Indicators / Findings</b>	<b>Specific Actions /Activities</b>	<b>Effect (Actual/Expected of Employed Interventions</b>
	<ul style="list-style-type: none"> <li>• IP &amp; Syllabus need to be updated</li> <li>• Course hours for theory and clinical unbalanced.</li> </ul> <p>Current curriculum need to be reevaluated overall for each course content, objectives, sequencing of courses within the terms and the allocation of total hours for each course.</p>	<ol style="list-style-type: none"> <li>a. Reviewed policy on curriculum evaluation including the most recent curriculum revision.</li> <li>b. Map ATI products across all 4 Terms</li> </ol>	<p>Last curriculum review in 2019 with minor revision to term 4. Initiated process for modifying terms 1-4 to ensure appropriate distribution of hours, and course progression/alignment to achieve course objectives.</p> <p>04/2020</p> <ul style="list-style-type: none"> <li>• Currently in the process of upgrading ATI resources and will work with ATI Integration specialist to map resources across curriculum</li> </ul>
	<p>Curriculum not mapped to 2020 NCLEX Test Plan.</p>	<ol style="list-style-type: none"> <li>a. Update curriculum (including hours) to the 2020 NCLEX Test Plan</li> <li>b. Evaluate if faculty are constructing test item questions at higher cognitive levels; utilize Mr. Laurino's expertise in training faculty on how to develop NCLEX relevant questions in alignment with the NCLEX Blueprint i.e. Item analysis and test blueprinting</li> </ol>	<p>4/2020</p> <ul style="list-style-type: none"> <li>• PD &amp; Faculty to map 2020 NCLEX Test Plan to curriculum</li> <li>• Faculty to use HESI and ATI test banks for developing quizzes, unit tests, and final exams</li> </ul>

**Premiere Career College (PCC)  
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<b>Action Item: EVALUATION OF STUDENT ACHIEVEMENT</b>	<b>Indicators/Findings</b>	<b>Specific Actions /Activities</b>	<b>Effect (Actual/Expected) of Employed Interventions</b>
	<ul style="list-style-type: none"> <li>• Lesson Plans / Syllabi</li> <li>• Remediation Policy</li> <li>• ATI Policy</li> <li>• Grading Policy</li> </ul> <p>No evidence of standardized exams being utilized</p> <p>Daily lesson plans / syllabi do not include exam methodology</p> <p>No evidence of established formative &amp; summative evaluation intervention / remediation benchmarks</p>	<ul style="list-style-type: none"> <li>(a) Revisit current remediation strategies and student accountability</li> <li>(b) Adherence to policy / make-up of objectives missed</li> <li>(c) Evaluate grading policy including remediation activities</li> <li>(d) Communicate expectations to students</li> <li>(e) Establish student progress &amp; communication / intervention benchmarks for remediation opportunities</li> <li>(f) Consultants to revisit / create student progress documentation/ remediation tools</li> </ul>	<p>03/20 Faculty assign make-up work for missed objectives and give the student at the least, 24 hours to complete make-up work.</p> <p>03/20 - Grading policy was updated and implemented at the beginning of the new term to ensure quantitative objectivity. Students were notified of the update in grading policy.</p> <p>04/20 NCLEX/ATI Coordinator and PD will review and update current remediation strategies to align with updated ATI policy</p> <p>Incorporate ATI assessments to achieve mastery</p> <p>Utilize tools to document success / remediation planning using formative data at quarter benchmarks of each term.</p>

**Premiere Career College (PCC)  
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Action Item: <b>FACULTY DEVELOPMENT</b>	Findings/Indicators	Specific Actions /Activities	Effect (Actual/Expected) of Employed Interventions
	<ul style="list-style-type: none"> <li>• Faculty Development plan</li> <li>• ATI curriculum mapping</li> <li>• VN Program Lesson Plans</li> </ul> Ineffective use of ATI resource products  No evidence of instructors utilizing 2020 NCLEX Test           No evidence of standardized testing (formative & summative evaluation) strategy utilized by instructors (ATI assessments)	<ol style="list-style-type: none"> <li>a. Provide opportunities for Faculty Development to ensure delivery of instructional success               <ol style="list-style-type: none"> <li>(1) VN Department in-service - Formative &amp; Summative evaluation; SMART Objective writing</li> <li>(2) Max Knowledge</li> <li>(3) ATI Product Training</li> <li>(4) ATI Academy</li> <li>(5) NCSBN Test Item Writing NCSBN Clinical</li> </ol> </li>   <li>b. Faculty re-orientation of resources to maximize learning and promote better test taking strategies.</li>   <li>c. Evaluate if standardized tests are being used throughout the program (computerized i.e. ATI proctored exams; PD to review faculty developed exams prior to implementation)</li> </ol>	Faculty shall implement the 2020 NCLEX detailed test plan (see below under faculty development).  Faculty will be required to participate in various in-services and trainings to strengthen their teaching skills. <ul style="list-style-type: none"> <li>• Subscribed to Max Knowledge and certified course ED105 – Instructional Planning for Student Success and ED102 – Online Teaching Techniques assigned to faculty</li> <li>• ATI Educator reoriented faculty to the ATI platform on 4/28/20 to maximize use of resources to support NCLEX preparation</li>   <li>• PD scheduled training webinars and requiring all faculty to participate.</li>   <li>• Ensures accountability for instructors to administer standardized testing across all courses in the curriculum</li> </ul>



**Premiere Career College (PCC)  
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<b>Action Item: NCLEX PN TEST READINESS</b>	<b>Findings/Indicators</b>	<b>Specific Actions /Activities</b>	<b>Effect (Actual/Expected) of Employed Interventions</b>
	<ul style="list-style-type: none"> <li>• VN Student Handbook</li> <li>• ATI Policy /NCLEX PN Student Readiness Plan</li> </ul> <p>Theory/Clinical instructors are un-familiar with NCLEX validity and practice-relatedness;</p> <p>Instructors are not consistently utilizing ATI Assessments to evaluate Student knowledge</p> <p>Instructors are not consistent with holding students accountable to remediation focused reviews</p>	<ul style="list-style-type: none"> <li>d. Enhance clinical judgement skills (concept mapping, case studies/scenarios -unfolding cases)</li> <li>e. Incorporate test taking strategies i.e. technology to enhance testing skills (clickers, online testing-adaptive quizzing)</li> <li>f. Offer opportunities for skills validation</li> <li>g. Faculty will understand how to implement the NCSBN Test Plan and related Categories and learn how to develop NCLEX item questions</li> <li>h. Faculty will collaborate with NCLEX/ATI coordinator to monitor students' progress with remediation plan.</li> </ul>	<p>04/20</p> <ul style="list-style-type: none"> <li>• UWORLD (NCLEX online review course) is currently being used by VN 50 (10 students) for post-grad review.</li> <li>• Currently, lead faculty, Mr. Laurino and NCLEX/ATI Coordinator will analyze assessment outcomes to identify course content for reinforcement.</li> <li>• Current online instructions integrate concept maps, unfolding cases, online testing.</li> <li>• Skills lab validation to be conducted toward the last week of the term.</li> <li>• NCLEX Boot camp at end of program</li> </ul>
	<ul style="list-style-type: none"> <li>• Organization chart</li> </ul> <p>No identified position / person responsible to manage Student ATI/ NCLEX tracking, remediation &amp; readiness</p>	<ul style="list-style-type: none"> <li>• Position of NCLEX/ATI recently filled</li> <li>• Provide training for NCLEX coordinator; NCLEX coordinator to attend webinars, ATI &amp; and NCSBN</li> <li>• Review/analyze competency outcomes &amp; performance assessments i.e. faculty grades, Mountain Measurement (MM), ATI dashboard per student and cohort</li> </ul>	<p>04/28/20</p> <ul style="list-style-type: none"> <li>• Formalized the designation of a dedicated NCLEX/ATI coordinator.</li> </ul> <p>05/20</p> <ul style="list-style-type: none"> <li>• ATI Coordinator will begin pulling up student reports from ATI dashboard for analysis</li> </ul>

**Premiere Career College (PCC)  
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	<p>No defined monitoring / tracking system of student ATI/NCLEX progress including early intervention and remediation strategies for at-risk students</p>	<ul style="list-style-type: none"> <li>• Establish tracking system for monitoring individual and group progress of testing activities from ATI</li> <li>• Evaluating and supporting at-risk students (embed tutoring throughout the program)</li> <li>• Reinforce focus reviews and requirements for meeting acceptable benchmarks for all assessments</li> <li>• Evaluate early intervention plans for “at-risk” students (NCLEX success begins first day of program)</li> <li>• Other related strategies for NCLEX readiness:             <ol style="list-style-type: none"> <li>1. Schedule NCLEX within 3 weeks of passing exit exam to avoid info decay</li> <li>2. Continue to engage students while pending approval and test dates</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>• NCLEX-PN report form MM order pending</li> <li>• Review of faculty grades done, and all are aligned with the new grading policy.</li> <li>• NCLEX/ATI Coordinator and PD will collaborate in tracking through ATI dashboard and analytics</li> <li>• 05/20 - NCLEX/ATI Coordinator and Faculty will monitor and coordinate the follow-up of any at risk student and collaborate on implementing the appropriate interventions to improve student performance.</li> <li>• Students at risk to be prioritized by NCLEX/ATI coordinator for close monitoring and tutoring</li> <li>• NCLEX/ATI Coordinator and Term Instructors will integrate NCLEX/ATI through lessons</li> </ul>
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# Premiere Career College's Assessment Technologies Institute (ATI) Implementation Policy

The Nursing Department currently uses the tools provided by Assessment Technologies Institute (ATI) (i.e., tutorials, modules practice exams, proctored exams, etc.) in helping the students effectively prepare for the NCLEX-PN Examination, thus ensuring their success and achieving the College's objectives of maintaining a successful pass rate for the NCLEX-PN Examination.

## I. PURPOSE

To establish a systematic, purposeful procedure outlining on academically sound and integrated use of ATI products (i.e. tutorials, modules, practice examinations and proctored examinations) within the pre-licensure Vocational Nursing Program.

## II. PROGRAM REQUIREMENTS

Students will be required to take ATI competency tests pertaining to each of the major courses-content areas throughout the Vocational Nursing pre-licensure curriculum as a [percentage] of the grade in faculty-selected courses. When given, the ATI proctored tests will be administered toward the end of each nursing course. The tests could be scheduled outside of lecture class time and the student is required to attend.

In course-content areas where there is no ATI pre-packaged practice and/or proctored examinations, the course faculty will use the ATI test bank to create ATI test(s) for these courses that reflect the course learning outcomes-objectives.

- No more than 10% of the final theory grade may be attributed to ATI content mastery proctored examinations
- ATI content specific practice examinations are pre-requisites to the Proctored Term Examination.
- The minimum benchmark for success on the Content Mastery Series ATI practice assessments whether incorporated as a Term or Unit Assessment is 80%.
- The minimum benchmark for success on the Content Mastery Series ATI proctored assessment is Level 2 proficiency.
- Proctored assessments are used for the determination of end-of-course mastery.
- A proficiency level is not provided for custom ATI examination so these courses will be scored using the grading scale and established

benchmark for success outlined in the respective course syllabi.

### III. **STUDENT REQUIREMENTS**

#### A. **PRACTICE ASSESSMENTS**

- Students should complete the ATI Practice Assessment (A), with rationales, that coincides with the specified content proctored examination by the assigned date.
- Prior to taking the first proctored assessment, students are required to complete the ATI Practice Assessment (B), without rationales, that coincides with the specified content proctored examination by assigned date.
- Students are expected to achieve an 80% or greater individual score on the Content Mastery Series Practice Assessment for the specified course (the student may take the practice assessment multiple times without penalty to achieve the required individual score).
- Students are encouraged to use their required course textbooks, lectures, and ATI materials in order to remediate while completing practice assessments
- Focused reviews following practice assessments are strongly encouraged for additional preparation with respect to content mastery.
- Student may be required to print and submit transcripts, with focused remediation to course faculty prior to the proctored assessment.

#### B. **PROCTORED ASSESSMENT**

- Students achieving Level 3 proficiency on the course specific [content mastery] proctored assessment will receive 100 points posted for the ATI proctored exam; and are not required to complete remediation or take the second ATI proctored assessment if a second proctored exam is offered.
- Students achieving Level 2 proficiency on the course specific content mastery on the first proctored assessment attempt will receive 80 points posted for the ATI proctored exam; and are not required to complete remediation or take the second ATI proctored assessment if a second proctored examination is offered.
- If a second proctored examination is offered, students who did

not meet the Level 2 proficiency standard but achieve a Level 3 or Level 2 proficiency on the course specific content mastery series on the second proctored assessment attempt, will receive 80 points posted for the ATI proctored exam for either level of proficiency (i.e., Level 3 or Level 2)

- Students scoring Level 1 or Below Level 1 proficiency on course specific content mastery on the first proctored assessment attempt will receive 50 points posted for the ATI proctored exam. Students will be required to complete a minimum one-hour focused review, and print and submit transcripts to course faculty prior to the administration of the second proctored ATI assessment if a second proctored examination is offered.
- Students scoring Level 1 or Below Level 1 proficiency on course specific content mastery on the second proctored assessment attempt will receive 50 points posted for the ATI proctored exam.
  - The remediation, if required, includes creating and competing a Focused Review on topics missed. If the student is unsure of how to create a focused review, go to [www.atitesting.com](http://www.atitesting.com), log in and instructions are located under Orientation Materials > How to Access My Results and Remediation.
  - Students are encouraged to use their required course textbooks, lectures, and ATI materials in order to remediate while preparing for a second proctored assessment if offered.

First Administration of ATI Proctored Exam			
Proficiency	Score (Max. allowable points)	Possible Mandatory Remediation	Retake Allowed
Level 3	100	No	Yes
Level 2	80	No	Yes
Level 1 or below	50	Yes	Yes

Second Administration (Retest) of ATI Proctored Exam (If Given)			
Proficiency	Score (Max. allowable points)	Possible Mandatory Remediation	Retake Allowed
Level 3	80	No	No
Level 2	80	No	No
Level 1 or below	50	No	No

#### IV. **GRADING POLICY (20% of Course Grade for Specific Courses)**

##### A. **Course Practice Assessment**

- No more than 10 points may be awarded for an individual score of 80% or greater on assigned practice assessment(s) completed by the assigned date
- No more than 5 points may be awarded if practice assessment is completed by the assigned date but the student does not achieve 80% or greater individual score.
- 0 points are awarded if practice assessment(s) are incomplete

##### B. **Course Proctored Assessment**

- One-hundred (100) points for achievement of Level 3 proficiency on first proctored assessment and re- testing not required
- Ninety (80) points for achievement of Level 2 proficiency on first proctored assessment and retesting not required. The student may sit for a second proctored assessment, if offered. However, this would be for learning purposes only. The initial score received on the first sitting is the official and final score.
- Seventy (50) points for achievement of Level 1 or Below Level 1 on first proctored assessment. Remediation and retesting may be required.
- Sixty (50) points for achievement of Level 1 or Below Level 1 on second proctored assessment if a second proctored examination is offered. The focus review and remediation transcript must be submitted to receive the 60 points. If review and transcript not submitted as required, the student will have zero (0) points recorded for proctored assessment grade.

#### V. **REMEDICATION**

To remediate means to review an area that is not fully understood. The faculty will provide a description of the remediation plan for the material that applies to the course. Students may be required to complete a minimum one-hour focused review, and print and submit transcripts to course faculty as directed. The remediation, if required, includes creating and completing a Focused Re- view on topics missed. If the student is unsure of how to create a focused review, go to [www.atitesting.com](http://www.atitesting.com), log in and the instructions are located under Orientation Materials > How to Access My Results and Remediation.

- When completing remediation activity that is not proctored (i.e. on the internet at home or out of the classroom), be aware that the faculty has access to detailed information about the timing and duration of remediation efforts. Remediation is intended to help the student recover important information that was missed on the initial test.
- Students achieving Proficiency Level 2 or higher will be exempt from participating in the pre-licensure programs focused review. Even though students achieving Proficiency Level 2 or above on the first proctored course-specific assessment are not required to participate in remediation they may self-select to participate.
- A variety of learning resources may be used in the remediation process, including the case study approach to focus on critical thinking and application of the nursing process, selected components of ATI Content Mastery Series review modules, non-proctored online practice assessments, and course materials. The course faculty is responsible for organizing and implementing the remediation process. The course faculty will review the student's remediation work for determination of completeness.

#### VI. NURSING COURSE IN THE LAST TERM

- As part of Term IV, students must sit for a Comprehensive Predictor Examination and must obtain 90% PoP (Probability of Passing) as part of course completion. Students who will not be able to achieve the benchmark will be given a retake and must obtain 90% PoP. Students have a total of six (6) weeks to complete the process.
- Students will be required to complete a focused review, and print and submit transcripts to the Program Director prior to the administration of the second ATI Comprehensive (B) Predictor Examination.
- Additionally, students are required to participate in VATI (Virtual ATI) and achieve **green light** on or before the 12<sup>th</sup> week of engagement to be considered graduate. Ongoing engagement is mandatory until the greenlight is achieved.
- Students must achieve an 78% or greater and meet all progression requirements to be considered graduate of the Vocational Nursing Program

Should the student not successfully complete the ATI process within the established amount of time outlined in the syllabus, the student will receive an "incomplete."



# PREMIERE CAREER COLLEGE

12901 Ramona Boulevard, Irwindale, CA 91706

Phone: (626) 814-2080 Fax: (626) 814-3242

[www.premierecollege.edu](http://www.premierecollege.edu)

## Vocational Nursing Program

### Admissions Policy

Students who wish to enter Premiere Career College must meet the following criteria:

1. Be at least 17 years of age or not subject to compulsory school attendance in California.
2. Have earned a high school diploma or have the recognized equivalent of a high school diploma, such as a general educational development (GED) certificate or have completed homeschooling at the secondary level. A high school diploma obtained from a foreign school must be equivalent to a U.S. high school diploma.
3. Pass the Wonderlic Assessment Form IV with a score of 15.
4. Pass the Assessment Test for Admission with a score of 80%.

In addition to the abovementioned criteria on admission to the school, students who wish to enter the Vocational Nursing program must meet the following requirements:

1. Successful completion of the pre-VN course with a grade of at least 80%.
2. Pass the ATI Test of Essential Academic Skills (TEAS) with an overall score of at least 50%.
3. Pass the academic interview with the vocational nursing program director.

Revised: 12.18.2020

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Premiere Career College  
Vocational Nursing

STUDENTS ACCEPTED INTO THE VN PROGRAM

COHORT: 2021-1

Name of Students	Wonderlic	Entrance Exam	TEAS	Fundamentals Proctored	Current GPA	Current Standing	Reason	
1		18	86	43.3	Level 1	3.0	Taking Term 2	
2		15	81	32.0	Level 1	2.0	Repeating Term 1	Failed Fundamentals
3		21	80	63.3	Level 3	3.0	Taking Term 2	
4		24	85	61.3	Level 2	3.0	Taking Term 2	
5		19	80	68.7	Level 2	3.0	Taking Term 2	
6		18	83	56.0	Level 2	3.0	Taking Term 2	
7		18	82	40.0	Level 2	3.0	Taking Term 2	
8		18	82	56.7	Level 1	3.0	Taking Term 2	
9		16	80	39.3	Level 2	2.0	Taking Term 2	
10		18	86	53.3	Level 3	4.0	Will Repeat Term 2	Excessive Absences
11		21	82	51.3	Below Level 1	2.0	Withdrew From The Program	Failed Fundamentals
12		20	83	73.3	Level 2	3.0	Taking Term 2	
13		16	84	62.0	Level 2	3.0	Taking Term 2	
14		23	86	58.0	Level 2	2.0	Taking Term 2	
15		21	92	72.7	Level 2	3.0	Taking Term 2	
16		21	83	46.0	Level 2	3.0	Taking Term 2	
17		19	82	39.3	Level 1	2.0	Taking Term 2	
18		19	88	27.3	Below Level 1	2.0	Taking Term 2	
19		27	83	64.7	Level 2	3.0	Taking Term 2	
20		16	80	41.3	Level 2	3.0	Taking Term 2	
21		17	91	65.3	Level 2	4.0	Taking Term 2	
22		26	87	60.7	Level 2	3.0	Taking Term 2	
23		15	84	45.3	Level 1	2.0	Taking Term 2	
24		35	89	75.3	Level 2	4.0	Taking Term 2	
25		15	85	45.3	Level 1	3.0	Taking Term 2	
26		17	81	24.7	Level 1	2.0	Repeating Term 1	Failed Fundamentals
27		26	85	65.3	Level 2	4.0	Taking Term 2	
28		29	90	83.3	Level 3	3.0	Taking Term 2	

Premiere Career College  
Vocational Nursing

STUDENTS ACCEPTED INTO THE VN PROGRAM

COHORT: 2021-2

Name of Students	Wonderlic	Entrance Exam	TEAS	Fundamentals Proctored	Overall Grade	Current Standing	Reason	
1		24	82	62.7	Not taken yet	none yet	Taking Term 1	
2		18	80	76.7	Not taken yet	none yet	Taking Term 1	
3		18	87	42.7	Not taken yet	none yet	Taking Term 1	
4		21	80	58.0	Not taken yet	none yet	Taking Term 1	
5		16	83	33.3	Not taken yet	none yet	Taking Term 1	
6		17	81	82.0	Withdrawn	Withdrawn	Withdrawn	Personal and financial issues
7		33	88	55.3	Not taken yet	none yet	Taking Term 1	
8		17	87	44.0	Not taken yet	none yet	Taking Term 1	
9		15	80	57.3	Not taken yet	none yet	Taking Term 1	
10		16	85	43.3	Not taken yet	none yet	Taking Term 1	
11		20	85	77.3	Not taken yet	none yet	Taking Term 1	
12		16	87	32.7	Not taken yet	none yet	Taking Term 1	
13		16	83	57.3	Not taken yet	none yet	Taking Term 1	
14		17	88	43.3	Not taken yet	none yet	Taking Term 1	
15		16	87	25.3	Not taken yet	none yet	Taking Term 1	
16		29	82	64.0	Not taken yet	none yet	Taking Term 1	
17		30	83	66.7	Not taken yet	none yet	Taking Term 1	
18		27	80	48.0	Not taken yet	none yet	Taking Term 1	
19		19	85	51.3	Not taken yet	none yet	Taking Term 1	
20		20	91	46.7	Not taken yet	none yet	Taking Term 1	
21		20	91	66.7	Withdrawn	Withdrawn	Withdrawn	Vaccine requirements
22		18	88	75.3	Not taken yet	none yet	Taking Term 1	
23		17	83	51.3	Withdrawn	Withdrawn	Withdrawn	Vaccine requirements
24		16	86	54.0	not taken yet	none yet	Taking Term 1	
25		18	82	57.3	not taken yet	none yet	Taking Term 1	
26		22	87	72.7	not taken yet	none yet	Taking Term 1	
27		16	82	60.7	not taken yet	none yet	Taking Term 1	
28		16	84	42.7	not taken yet	none yet	Taking Term 1	
29		15	98	34.0	Withdrawn	Withdrawn	Withdrawn	Wanted to focus on ESL lessons

Premiere Career College  
Vocational Nursing

STUDENTS ACCEPTED INTO THE VN PROGRAM

COHORT: 2021-3

Name of Students	Wonderlic	Entrance Test	TEAS	Fundamentals Proctored	Overall Grade	Current Standing	Reason
1	26	89	68.0	none yet	none yet	Taking Term 1	N/A
2	18	81	56.0	none yet	none yet	Taking Term 1	N/A
3	28	88	78.0	none yet	none yet	Taking Term 1	N/A
4	20	83	60.7	none yet	none yet	Taking Term 1	N/A
5	17	85	64.0	none yet	none yet	Taking Term 1	N/A
6	16	87	64.0	none yet	none yet	Taking Term 1	N/A
7	22	83	56.0	none yet	none yet	Taking Term 1	N/A
8	22	82	72.7	none yet	none yet	Taking Term 1	N/A
9	16	87	66.7	none yet	none yet	Taking Term 1	N/A
10	17	84	64.0	none yet	none yet	Taking Term 1	N/A
11	16	81	60.0	none yet	none yet	Taking Term 1	N/A
12	20	85	58.7	none yet	none yet	Taking Term 1	N/A
13	22	89	58.7	none yet	none yet	Taking Term 1	N/A
14	18	80	64.0	none yet	none yet	Taking Term 1	N/A

Premiere Career College  
Vocational Nursing

STUDENTS NOT ACCEPTED INTO THE VN PROGRAM

COHORT: 2021-3

Name of Students		Wonderlic	Entrance Test	TEAS
1	[REDACTED]	16	85	47.3
2	[REDACTED]	16	81	33.3
3	[REDACTED]	16	84	34.7
4	[REDACTED]	16	83	47.3
5	[REDACTED]	17	84	48.7
6	[REDACTED]	16	82	48.0
7	[REDACTED]	16	81	39.3
8	[REDACTED]	16	95	37.3



Main Campus
12901 Ramona Blvd., Irwindale, California 91706
Tel. (626)814-2080 Fax (626) 814-3242
www.premierecollege.edu

ENROLLMENT AGREEMENT

PLEASE PRINT OR TYPE

Applicants Legal Name: College N/A Premiere
(Last Name) (Middle Name / Initial) (First Name)

Social Security Number: 999-99-9999 Date of Birth: January 1, 1800 Student ID: 22701

Primary Phone Number: (999) 999-9999 Morning Phone Number:

Afternoon Phone Number: Evening Phone Number:

Fax No.:

Street Address: N/A City: N/A

State: N/A Zip Code: 99999

Email: N/A

A. EDUCATIONAL SERVICE (Applicable to all approved programs except for Vocational Nursing. For specific Vocational Nursing schedules see attached addendum.)

Program: Vocational Nursing Total Clock Hours / Credit Hours: 1802 / 78.00

Start Date: Scheduled Completion Date:

Approximate Number of Weeks: 74

Classroom/Didactic: Monday - Friday Start Time: End Time:

Total Didactic Hours: 820 Location: 12901 Ramona Blvd., Irwindale, CA 91706

Clinical Training/ Externship: Training begins after successful completion of all didactic classes.

Location: College designated Hospital

Total Clinical Hours: 982 (for particulars see College Catalog)

Total Program Hours: 1802

Upon successful completion of all the courses required in the program and the payments in full of the total charges itemized in this Agreement, you will receive a Diploma or a Certificate of Completion.

BE SURE TO READ ALL PAGES OF THIS AGREEMENT, IT IS PART OF YOUR CONTRACT WITH THE SCHOOL

**I. FEES / CHARGES**

	First Academic Year (1st A/Y)	Second Academic Year (2nd A/Y)	
<b>Registration Fee:</b>	\$75.00	\$0.00	Non-Refundable
<b>Training Fee:</b>	\$13,685.00	\$12,960.00	Prorated upon withdrawal. You are liable for the charges in each payment period. Refer to refund policy provision within this Agreement.
<b>Books:</b>	\$1,860.00	\$740.00	Textbook prices fluctuate depending upon recent book editions and pricing changes by the publishers. Non-Refundable after the cancellation period.
<b>Supplies:</b>	\$1,745.00	\$1,300.00	Prorated upon withdrawal
<b>Uniform Fee:</b>	\$225.00	\$0.00	Non-Refundable after the cancellation period.
<b>STRF:</b> (\$0.50 per \$1,000 of institutional charges)	\$16.00	\$0.00	Non-Refundable
<b>Total Per Academic Year:</b>	<b>\$17,606.00</b>	<b>\$15,000.00</b>	

**TOTAL AMOUNT DUE FOR THE ENTIRE PROGRAM:** **\$32,606.00**  
(Total Academic Year 1 + Total Academic Year 2)

**\*YOU ARE RESPONSIBLE FOR THIS AMOUNT. IF YOU GET A STUDENT LOAN, YOU ARE RESPONSIBLE FOR REPAYING THE LOAN AMOUNT, PLUS ANY INTEREST, LESS THE AMOUNT OF ANY REFUND.**

	First Academic Year (1st A/Y)	Second Academic Year (2nd A/Y)
<b><u>TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE:</u></b>	<b>\$17,606.00</b>	<b>\$15,000.00</b>
<b><u>ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM:</u></b>	<b>\$0.00</b>	<b>\$0.00</b>
<b><u>THE TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT:</u></b>	<b>\$17,606.00</b>	<b>\$15,000.00</b>

• The Balance Due is Payable through the following: \_\_\_\_\_

Your payment schedule will be (Please see attached payment plan / award letter and itemization of charges). Student (and Co-buyer, if applicable) understands that payments are to be made to the School or assignee. If this Agreement be assigned, Student (and Co-buyer, if applicable) will be bound by all its terms and conditions. Payments 10 days delinquent may accrue a LATE CHARGE of the lesser of 5%, or \$5 or maximum allowed by law. If account is delinquent for over 90 days, the entire amount may become due and payable. Should this Agreement be assigned, such a third party is independent of the School and any School-related questions or problems that arise must be settled between me and the School. The Agreement is not binding until accepted by the School. Student may pay off balance in advance and receive a partial refund of interest computed by the actuarial method.

THE TERMS AND CONDITIONS OF THIS AGREEMENT ARE NOT SUBJECT TO AMENDMENT OR MODIFICATION BY ORAL AGREEMENT.

I, THE UNDERSIGNED PURCHASER OF THE PROGRAM OF TRAINING, HAVE READ, UNDERSTAND AND AGREE TO THE TERMS AND CONDITIONS CONTAINED HEREIN, AND WITH MY SIGNATURE, I CERTIFY HAVING RECEIVED AN EXACT COPY OF THIS AGREEMENT, A COPY OF THE SCHOOL CATALOG, AND SCHOOL PERFORMANCE FACT SHEET. I FURTHER ACKNOWLEDGE THAT NO VERBAL STATEMENTS HAVE BEEN MADE CONTRARY TO WHAT IS CONTAINED IN THIS AGREEMENT.

THIS ENROLLMENT AGREEMENT IS A LEGALLY BINDING INSTRUMENT WHEN SIGNED BY THE STUDENT AND ACCEPTED BY THE SCHOOL. THIS AGREEMENT IS IN EFFECT DURING THE ENTIRE PERIOD OF ENROLLMENT WHICH IS FROM \_\_\_\_\_ TO \_\_\_\_\_

I understand that this is a legally binding contract. My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the Institution's cancellation and refund policies have been clearly explained to me.

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_

Signature of Student's Parent or Guardian (if student is under age 18) \_\_\_\_\_ Date \_\_\_\_\_

Signature and Title of School Official Accepting Enrollment \_\_\_\_\_ Date \_\_\_\_\_

**BE SURE TO READ ALL PAGES OF THIS AGREEMENT, IT IS PART OF YOUR CONTRACT WITH THE SCHOOL**

**C. REFUND POLICY**

**STUDENT COPY**

**STUDENT'S RIGHT TO CANCEL**

1. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the

first class session or the seventh calendar day after enrollment ( \_\_\_\_\_ to \_\_\_\_\_ ), whichever is later. After the end of the cancellation period ( \_\_\_\_\_ to \_\_\_\_\_ ), 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 hours in the current payment period in your program through the last day of attendance.

- 2. Cancellation may occur when the student provides a written notice of cancellation at the following address: PREMIERE CAREER COLLEGE 12901 Ramona Blvd., Irwindale, CA 91706. This can be done by mail or by hand delivery.
- 3. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
- 4. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
- 5. If the Enrollment Agreement is cancelled, the School will refund the student any money paid, less \$75.00 non-refundable registration fee within 45 days after the notice of cancellation is received.

INITIAL / DATE

**WITHDRAWAL FROM THE PROGRAM**

You may withdraw from the school at any time after the cancellation period (described above) and receive a pro rata refund if you have completed 60 percent or less of the scheduled hours in the current payment period in your program through the last day of attendance. The refund will be less \$75.00 non-refundable registration fee within 45 days of withdrawal. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund. For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student’s withdrawal or as of the date of the student’s withdrawal, whichever is later.
- The institution terminates the student’s enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
- The student has failed to attend class continuously for a three (3) week period.
- The student fails to return from a leave of absence.

For the purpose of determining the amount of the refund, the date of the student’s withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, minus non-refundable fees, divided by the number of days in the program), multiplied by the number of days scheduled to attend prior to withdrawal. For the purpose of determining when the refund must be paid, the student shall be deemed to have withdrawn at the end of 21 days. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund. For programs beyond the current “payment period,” if you withdraw prior to the next payment period, all charges collected for the next period will be refunded. If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student.

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

**D. UNDERSTANDINGS**

INITIALS / DATE

1. **Catalog:** Information about PREMIERE CAREER COLLEGE is published in a school catalog that contains a description of certain policies, procedures, and other information about the school. PREMIERE CAREER COLLEGE reserves the right to change any provision of the catalog at any time. Notice of changes will be communicated in a revised catalog, an addendum or supplement to the catalog, or other written format. Students are expected to read and be familiar with the information contained in the school catalog, in any revisions, supplements and addenda to the catalog, and with all school policies. By enrolling in PREMIERE CAREER COLLEGE, the Student agrees to abide by the terms stated in the catalog and all school policies.

2. I understand that I will be awarded a (Diploma, Certificate) when I have completed all of the program requirements. A graduate must have a C / 2.0 grade point average, met 85 % attendance requirement, and have satisfied all financial obligations.

3. **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION:** The transferability of credits you earn at PREMIERE CAREER COLLEGE is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the diploma/certificate you earn in Vocational Nursing program is also at the complete discretion of the institution to which you may seek to transfer. If the diploma/certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending PREMIERE CAREER COLLEGE to determine if your credits, or diploma/certificate will transfer.

4. **Career Services:** Placement assistance is provided. However, it is understood that the School does not and cannot promise or guarantee neither employment nor level of income or wage rate to any Student or Graduate.

5. **Books/Equipment:** All supplies for the program selected will be provided by the School at the stated charge. Lost, mutilated, or stolen items will be replaced at the expense of the student.

6. **Enrollment/Marketing:**  
a) This enrollment agreement is written in a language (ENGLISH) that is easily understood. If ENGLISH is not the student’s primary language, and the student is unable to understand the terms and conditions of this enrollment agreement, the student has the right to obtain a clear explanation of the terms and conditions and all cancellation and refund policies is his or her primary language.   
b) All recruitment activities leading to enrollment in this college are conducted in English.

7. **Questions:** Any questions a student may have regarding this enrollment agreement that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education, P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, Telephone (916) 431-6959, Fax (916) 263-1897 or Telephone (888) 370-7589, Fax (916) 263-1897.

**BE SURE TO READ ALL PAGES OF THIS AGREEMENT, IT IS PART OF YOUR CONTRACT WITH THE SCHOOL**

**STUDENT COPY**

8. **Complaint:** A student or any member of the public may file a complaint about this institution with Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau’s Internet Web site, www.bppe.ca.gov.

9. **Financing:** The Student understands that if a separate party is financing his/her education, that the Student, and the Student alone, is directly responsible for all payments and monies owed to the school listed on this agreement.

10. **Loan:** If a student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

- a) The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
- b) The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

11. **Default Rate:** Premiere Career College FY2017 3-year official cohort default rate is 2.3% per the Sept. 2020 notification from the U.S. Department of Education, Washington D.C., 20202

12. **Federal Student Loan Participation:** Percentage of students enrolled on June 30, 2020 participating in any of the Federal Student Loan Programs = 92%

13. **Student Tuition Recovery Fund:** The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying College, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the College, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 N. Market Blvd. Ste 225, Sacramento, CA 95834, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

- 1. The College, a location of the College, or an educational program offered by the College was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
- 2. You were enrolled at a College or a location of the College within the 120-day period before the closure of the College or location of the College or were enrolled in an educational program within the 120-day period before the program was discontinued.
- 3. You were enrolled at a College or a location of the College more than 120 days before the closure of the College or location of the College, in an educational program offered by the College as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
- 4. The College has been ordered to pay a refund by the Bureau but has failed to do so.
- 5. The College has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the College in excess of tuition and other costs.
- 6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by a College or representative of a College, but have been unable to collect the award from the institution.
- 7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF. A student whose loan is revived by a loan holder or debt collector after a period of noncollecting may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law. However, no claim can be paid to any student without a social security number or a taxpayer identification number.

**NOTICE: YOU MAY ASSERT AGAINST THE HOLDER OF THE PROMISSORY NOTE YOU SIGNED IN ORDER TO FINANCE THE COST OF THE EDUCATIONAL PROGRAM ALL OF THE CLAIMS AND DEFENSES THAT YOU COULD ASSERT AGAINST THIS SCHOOL, UP TO THE AMOUNT YOU HAVE ALREADY PAID UNDER THE PROMISSORY NOTE.**

Prior to signing this enrollment agreement, you must be given a catalog or brochure and a School Performance Fact Sheet, which you are encouraged to review prior to signing this agreement. These documents contain important policies and performance data for this institution. This institution is required to have you sign and date the information included in the School Performance Fact Sheet relating to completion rates, placement rates, license examination passage rates, salaries or wages and the most recent three-year cohort default rate prior to signing this agreement.

I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, salary or wage and the most recent three-year cohort default rate information, if applicable included in the School Performance Fact sheet, and have signed, initialed, and dated the information provided in the School Performance Fact Sheet.

( ) School Catalog  
Initial

( ) School Performance Fact Sheet  
Initial

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 N. Market Blvd. Ste 225, Sacramento, CA 95834, (916) 431-6959 or (888) 370-7589

**BE SURE TO READ ALL PAGES OF THIS AGREEMENT, IT IS PART OF YOUR CONTRACT WITH THE SCHOOL**





**ENROLLMENT AGREEMENT**

**PLEASE PRINT OR TYPE**

**Applicants Legal Name:** College N/A Premiere  
 (Last Name) (Middle Name / Initial) (First Name)

**Social Security Number:** 999-99-9999 **Date of Birth:** January 1, 1800 **Student ID:** 22701

**Primary Phone Number:** (999) 999-9999 **Morning Phone Number:** \_\_\_\_\_

**Afternoon Phone Number:** \_\_\_\_\_ **Evening Phone Number:** \_\_\_\_\_

**Fax No.:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_ N/A **City:** \_\_\_\_\_ N/A

**State:** N/A **Zip Code:** 99999

**Email:** \_\_\_\_\_ N/A

**A. EDUCATIONAL SERVICE** *(Applicable to all approved programs except for Vocational Nursing. For specific Vocational Nursing schedules see attached addendum.)*

**Program:** Vocational Nursing **Total Clock Hours / Credit Hours:** 1802 / 78.00

**Start Date:** \_\_\_\_\_ **Scheduled Completion Date:** \_\_\_\_\_

**Approximate Number of Weeks:** 74

• **Classroom/Didactic:** Monday - Friday **Start Time:** \_\_\_\_\_ **End Time:** \_\_\_\_\_

**Total Didactic Hours:** 820 **Location:** 12901 Ramona Blvd., Irwindale, CA 91706

• **Clinical Training/ Externship:** Training begins after successful completion of all didactic classes.

**Location:** College designated \_\_\_\_\_ Hospital \_\_\_\_\_

**Total Clinical Hours:** 982 *(for particulars see College Catalog)*

**Total Program Hours:** 1802

*Upon successful completion of all the courses required in the program and the payments in full of the total charges itemized in this Agreement, you will receive a Diploma or a Certificate of Completion.*

**BE SURE TO READ ALL PAGES OF THIS AGREEMENT, IT IS PART OF YOUR CONTRACT WITH THE SCHOOL**

Rev. 03/2021

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**B. ITEMIZATION & TOTAL TUITION FEES**

**STUDENT FILE**

**I. FEES / CHARGES**

	First Academic Year (1st A/Y)	Second Academic Year (2nd A/Y)
<b>Registration Fee:</b>	\$75.00	\$0.00

Non-Refundable

Prorated upon withdrawal. You are liable for the charges in

<b>Training Fee:</b>	\$13,685.00	\$12,960.00	each payment period. Refer to refund policy provision within this Agreement.
<b>Books:</b>	\$1,860.00	\$740.00	Textbook prices fluctuate depending upon recent book editions and pricing changes by the publishers. Non-Refundable after the cancellation period.
<b>Supplies:</b>	\$1,745.00	\$1,300.00	Prorated upon withdrawal
<b>Uniform Fee:</b>	\$225.00	\$0.00	Non-Refundable after the cancellation period.
<b>STRF:</b> (\$0.50 per \$1,000 of institutional charges)	\$16.00	\$0.00	Non-Refundable
<b>Total Per Academic Year:</b>	<b>\$17,606.00</b>	<b>\$15,000.00</b>	

**TOTAL AMOUNT DUE FOR THE ENTIRE PROGRAM:** **\$32,606.00**  
(Total Academic Year 1 + Total Academic Year 2)

**\*YOU ARE RESPONSIBLE FOR THIS AMOUNT. IF YOU GET A STUDENT LOAN, YOU ARE RESPONSIBLE FOR REPAYING THE LOAN AMOUNT, PLUS ANY INTEREST, LESS THE AMOUNT OF ANY REFUND.**

	First Academic Year (1st A/Y)	Second Academic Year (2nd A/Y)
<b><u>TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE:</u></b>	<b>\$17,606.00</b>	<b>\$15,000.00</b>
<b><u>ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM:</u></b>	<b>\$0.00</b>	<b>\$0.00</b>
<b><u>THE TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT:</u></b>	<b>\$17,606.00</b>	<b>\$15,000.00</b>

• The Balance Due is Payable through the following: \_\_\_\_\_

Your payment schedule will be (Please see attached payment plan / award letter and itemization of charges). Student (and Co-buyer, if applicable) understands that payments are to be made to the School or assignee. If this Agreement be assigned, Student (and Co-buyer, if applicable) will be bound by all its terms and conditions. Payments 10 days delinquent may accrue a LATE CHARGE of the lesser of 5%, or \$5 or maximum allowed by law. If account is delinquent for over 90 days, the entire amount may become due and payable. Should this Agreement be assigned, such a third party is independent of the School and any School-related questions or problems that arise must be settled between me and the School. The Agreement is not binding until accepted by the School. Student may pay off balance in advance and receive a partial refund of interest computed by the actuarial method.

THE TERMS AND CONDITIONS OF THIS AGREEMENT ARE NOT SUBJECT TO AMENDMENT OR MODIFICATION BY ORAL AGREEMENT.

I, THE UNDERSIGNED PURCHASER OF THE PROGRAM OF TRAINING, HAVE READ, UNDERSTAND AND AGREE TO THE TERMS AND CONDITIONS CONTAINED HEREIN, AND WITH MY SIGNATURE, I CERTIFY HAVING RECEIVED AN EXACT COPY OF THIS AGREEMENT, A COPY OF THE SCHOOL CATALOG, AND SCHOOL PERFORMANCE FACT SHEET. I FURTHER ACKNOWLEDGE THAT NO VERBAL STATEMENTS HAVE BEEN MADE CONTRARY TO WHAT IS CONTAINED IN THIS AGREEMENT.

THIS ENROLLMENT AGREEMENT IS A LEGALLY BINDING INSTRUMENT WHEN SIGNED BY THE STUDENT AND ACCEPTED BY THE SCHOOL. THIS AGREEMENT IS IN EFFECT DURING THE ENTIRE PERIOD OF ENROLLMENT WHICH IS FROM \_\_\_\_\_ TO \_\_\_\_\_

I understand that this is a legally binding contract. My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the Institution's cancellation and refund policies have been clearly explained to me.

\_\_\_\_\_  
Signature of Student Date

\_\_\_\_\_  
Signature of Student's Parent or Guardian (if student is under age 18) Date

\_\_\_\_\_  
Signature and Title of School Official Accepting Enrollment Date

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**C. REFUND POLICY STUDENT FILE**

**STUDENT'S RIGHT TO CANCEL**

1. You have the right to cancel your agreement for a program of instruction. without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment ( \_\_\_\_\_ to \_\_\_\_\_ ), whichever is later. After the end of the cancellation period ( \_\_\_\_\_ to \_\_\_\_\_ ), 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 hours in the current payment period in your program through the last day of attendance.

2. Cancellation may occur when the student provides a written notice of cancellation at the following address:  
PREMIERE CAREER COLLEGE 12901 Ramona Blvd., Irwindale, CA 91706. This can be done by mail or by hand delivery.

3. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.

- 4. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
- 5. If the Enrollment Agreement is cancelled, the School will refund the student any money paid, less \$75.00 non-refundable registration fee within 45 days after the notice of cancellation is received.

INITIAL / DATE

**WITHDRAWAL FROM THE PROGRAM**

You may withdraw from the school at any time after the cancellation period (described above) and receive a pro rata refund if you have completed 60 percent or less of the scheduled hours in the current payment period in your program through the last day of attendance. The refund will be less \$75.00 non-refundable registration fee within 45 days of withdrawal. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund. For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student’s withdrawal or as of the date of the student’s withdrawal, whichever is later.
- The institution terminates the student’s enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
- The student has failed to attend class continuously for a three (3) week period.
- The student fails to return from a leave of absence.

For the purpose of determining the amount of the refund, the date of the student’s withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, minus non-refundable fees, divided by the number of days in the program), multiplied by the number of days scheduled to attend prior to withdrawal. For the purpose of determining when the refund must be paid, the student shall be deemed to have withdrawn at the end of 21 days. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund. For programs beyond the current “payment period,” if you withdraw prior to the next payment period, all charges collected for the next period will be refunded. If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student.

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

**D. UNDERSTANDINGS**

INITIALS / DATE

1. **Catalog:** Information about PREMIERE CAREER COLLEGE is published in a school catalog that contains a description of certain policies, procedures, and other information about the school. PREMIERE CAREER COLLEGE reserves the right to change any provision of the catalog at any time. Notice of changes will be communicated in a revised catalog, an addendum or supplement to the catalog, or other written format. Students are expected to read and be familiar with the information contained in the school catalog, in any revisions, supplements and addenda to the catalog, and with all school policies. By enrolling in PREMIERE CAREER COLLEGE, the Student agrees to abide by the terms stated in the catalog and all school policies.

2. I understand that I will be awarded a (Diploma, Certificate) when I have completed all of the program requirements. A graduate must have a C / 2.0 grade point average, met 85 % attendance requirement, and have satisfied all financial obligations.

3. **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION:** The transferability of credits you earn at PREMIERE CAREER COLLEGE is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the diploma/certificate you earn in

Vocational Nursing program is also at the complete discretion of the institution to which you may seek to transfer. If the diploma/certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending PREMIERE CAREER COLLEGE to determine if your credits, or diploma/certificate will transfer.

4. **Career Services:** Placement assistance is provided. However, it is understood that the School does not and cannot promise or guarantee neither employment nor level of income or wage rate to any Student or Graduate.

5. **Books/Equipment:** All supplies for the program selected will be provided by the School at the stated charge. Lost, mutilated, or stolen items will be replaced at the expense of the student.

6. **Enrollment/Marketing:**

a) This enrollment agreement is written in a language (ENGLISH) that is easily understood. If ENGLISH is not the student’s primary language, and the student is unable to understand the terms and conditions of this enrollment agreement, the student has the right to obtain a clear explanation of the terms and conditions and all cancellation and refund policies is his or her primary language.

b) All recruitment activities leading to enrollment in this college are conducted in English.

7. **Questions:** Any questions a student may have regarding this enrollment agreement that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education, P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, Telephone (916) 431-6959, Fax (916) 263-1897 or Telephone (888) 370-7589, Fax (916) 263-1897.

**BE SURE TO READ ALL PAGES OF THIS AGREEMENT, IT IS PART OF YOUR CONTRACT WITH THE SCHOOL**

**STUDENT FILE**

8. **Complaint:** A student or any member of the public may file a complaint about this institution with Bureau for Private Postsecondary Education by calling (888) 370 -7589 or by completing a complaint form, which can be obtained on the bureau’s Internet Web site, www.bppe.ca.gov.

9. **Financing:** The Student understands that if a separate party is financing his/her education, that the Student, and the Student alone, is directly responsible for all payments and monies owed to the school listed on this agreement.

10. **Loan:** If a student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

- a) The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
- b) The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

11. **Default Rate:** Premiere Career College FY2017 3-year official cohort default rate is 2.3% per the Sept. 2020 notification from the U.S. Department of Education, Washington D.C., 20202

12. **Federal Student Loan Participation:** Percentage of students enrolled on June 30, 2020 participating in any of the Federal Student Loan Programs = 92%

13. **Student Tuition Recovery Fund:** The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying College, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the College, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 N. Market Blvd. Ste 225, Sacramento, CA 95834, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The College, a location of the College, or an educational program offered by the College was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at a College or a location of the College within the 120-day period before the closure of the College or location of the College or were enrolled in an educational program within the 120-day period before the program was discontinued.
3. You were enrolled at a College or a location of the College more than 120 days before the closure of the College or location of the College, in an educational program offered by the College as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The College has been ordered to pay a refund by the Bureau but has failed to do so.
5. The College has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the College in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by a College or representative of a College, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF. A student whose loan is revived by a loan holder or debt collector after a period of noncollecting may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law. However, no claim can be paid to any student without a social security number or a taxpayer identification number.

**NOTICE: YOU MAY ASSERT AGAINST THE HOLDER OF THE PROMISSORY NOTE YOU SIGNED IN ORDER TO FINANCE THE COST OF THE EDUCATIONAL PROGRAM ALL OF THE CLAIMS AND DEFENSES THAT YOU COULD ASSERT AGAINST THIS SCHOOL, UP TO THE AMOUNT YOU HAVE ALREADY PAID UNDER THE PROMISSORY NOTE.**

Prior to signing this enrollment agreement, you must be given a catalog or brochure and a School Performance Fact Sheet, which you are encouraged to review prior to signing this agreement. These documents contain important policies and performance data for this institution. This institution is required to have you sign and date the information included in the School Performance Fact Sheet relating to completion rates, placement rates, license examination passage rates, salaries or wages and the most recent three-year cohort default rate information prior to signing this agreement.

I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, salary or wage and the most recent three-year cohort default rate information, if applicable included in the School Performance Fact sheet, and have signed, initialed, and dated the information provided in the School Performance Fact Sheet.

( ) **School Catalog**  
**Initial**

( ) **School Performance Fact Sheet**  
**Initial**

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 N. Market Blvd. Ste 225, Sacramento, CA 95834, (916) 431-6959 or (888) 370-7589

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## ADMISSIONS POLICIES

### Requirements

Requirements for admission to Premiere Career College are based upon the applicant's career goals, their motivation to succeed, and their ability to benefit from the program.

### Vaccinations

The College has no general vaccination requirement for students entering the College. However, specific programs may have vaccination requirements for the externship and clinical components. See the Student Center for program-specific vaccination requirements.

### Applicants to the Associate of Occupational Science-Surgical Technology programs must:

1. be 18 years of age or not subject to compulsory school attendance in California;
2. have a high school diploma (this can be from a foreign school if it is equivalent to a U.S. high school diploma) or have the recognized equivalent of a high school diploma, such as a general educational development (GED) certificate or have completed homeschooling at the secondary level;
3. pass the College's Entrance Examination (Wonderlic Form IV or V); with a minimum passing score defined on page 28 of this Catalog;
4. satisfy a career planning interview with an admissions advisor;
5. attend the required orientation.

### Applicants to Vocational Nursing program must:

1. pass the pre-requisite Pre-Nursing Term (Introduction to Vocational Nursing);  
To be considered for the Introduction to Vocational Nursing Term, applicants must:
  - a. be 17 years of age or not subject to compulsory school attendance in California;
  - b. have a high school diploma (this can be from a foreign school if it is equivalent to a U.S. high school diploma) or have the recognized equivalent of a high school diploma, such as a general educational development (GED) certificate or have completed homeschooling at the secondary level;
  - c. pass the College's Entrance Examination (Wonderlic Form IV or V); with a minimum passing score defined on page 28 of this Catalog;
  - d. satisfy a one-on-one career planning interview;
  - e. pass the Entrance Assessment Test. Premiere Career College requires that applicants must score at or above 80%
2. pass the academic interview by the Program Director;
3. pass the Test of Essentials Academic Skills (TEAS);
4. complete and submit a health examination certification filled out and signed by a physician no later than the last day of the first month of Term I (Vocational Nursing class.) The health certification must include the following:
  - a. evidence of required immunization and blood titers (see Student Services for a current list of requirements)
  - b. negative PPD or chest X-ray report (taken within six months before the start date of the Vocational Nursing proper program)
5. submit a photocopy of a current American Heart Association Basic Life Support for Healthcare Providers (AHABLS) Card or pass an AHABLS course offered by the College. It is the student's responsibility to recerti-