

Completion, Placement, and Licensure Information

Our Completion, Placement, and Licensure Rate Methodology is directly from the Council on Occupational Education (www.council.org) which is our Accrediting body.

Enrollment:

- (1) Begin with number of students enrolled prior to the beginning of the report school year.
- (2) Add the new enrollees during the reporting school year
- (3) Equals **Cumulative Enrollment**.
- (4) Subtract those **still enrolled** at the end of the reporting school year

Completers:

- (5) Begin with the number of non-graduate completers (someone who completed enough of the program to gain employment in the field of study)
- (6) Show the number of **graduate completers**
- (7) Total 5 & 6. This gives you the **total completers** in the program.

Employment:

- (8) Show **non-Graduate Completers** employed in position related to field of instruction
- (9) Show the number **Graduate completers** employed in positions related to field of instruction
- (10) This gives you the **total completers employed** in the field of study.
- (11) Number of completers employed in unrelated field of instruction.

Licensure:

- (12) Number of Graduate Completers waiting to take licensure exam
- (13) Number of Graduate Completers who took licensure exam
- (14) Number of Graduate Completers who passed Licensure exam

Other factors:

- (15) Number of graduate completers unavailable for employment
- (16) Graduate completers who refused employment
- (17) Graduate completers seeking employment or status unknown
- (18) Number of Withdrawals

Calculations:

- (19) Add 12 (Grad completers waiting to take exams), 15 (number of grad completers unavailable for employment) and 16 (number of grad completers who refused employment)
- (20) Difference - # 6 (Graduate Completers) minus figured obtained in 19
- (21) Difference - #7 (Total Completers) minus figures obtained in 19

How **Graduation Rate** is figured:

- A. For each program, take the **cumulative enrollment** number (3), subtract the number of students **still enrolled** (4).
- B. Divide the number of **graduate completers** listed in row 6 by the total obtained in 'A' above and multiply by 100. This is the **graduate completion rate** for the program.

How **Total Completion Rate** is figured: (Compliance rate is 60%)

- A. For each program, take the **cumulative enrollment number** (3), subtract the number of **students still enrolled** (4).
- B. Divide the **number of completers** listed in (7) by the total obtained in 'A' above and multiply by 100. This is the overall completion rate for the program.

How **Graduate Placement Rate** is figured:

Divide the number in 9 (total graduates employed in the field of study) by the number in 20 for each program and multiply by 100

How **Total Placement Rate** is figured: (Compliance rate is 70%)

Divide the number in 10 by the number in 21 for each program and multiply by 100

How **Licensure Exam Pass Rate** is figured: (Compliance rate is 70%) Divide the number who passed licensure exams (14) by the number who took the exams (13) and multiply by 100.

