



## **Catalog Appendices**

(revised July 2011)

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**NOTE: A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling Toll Free (888) 370-7589 or by completing a complaint form, which can be obtained on the Bureau's Internet website: <http://www.bbpe.ca.gov>**

## Appendix A: School Performance Fact Sheet

### Performance Fact Sheet

The Bureau of Private Postsecondary Education, effective January 1, 2010, requires under section 94910 of CPPEA that a school provide information for each program offered with regard to completion rates, placement rates, licensure exam pass rates, and salary/wage information. The following information was compiled from June 1, 2009 to June 30, 2010.

School Name: California University of Management and Technology  
(CALMAT)  
Year Founded: 2008  
Degree Level: Masters, Bachelors  
Calendar Plan: Trimester  
President/Provost: Ginger Chen / Samuel Tong  
Sponsorship and Control: Independent

### I. Undergraduate Program

#### Last reported for Enrollment in each program level

Enrollment	Students who are scheduled to complete their program in 2010	Completion Rate	Placement Rate	Licensure / Examination Pass Rate	Student initial and Date by Program of Interest
Undergraduate	2	100%	Not Applicable	Not Applicable	
Total	2	100%	Not Applicable	Not Applicable	

Program name	Number of Graduates Employed in the Field	Annual Wages	Student initial and Date by Program of Interest
Bachelor of Science in General Studies*	2	Not available for publication until data collection occurs as required by the CPPEA. Please see wage and salary date below.	

\*This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data.

## II. Graduate Programs

Last reported for Enrollment in each program level

Enrollment	Students who are scheduled to complete their program in 2010	Completion Rate	Placement Rate	Licensure / Examination Pass Rate	Student initial and Date by Program of Interest
Graduating	41	Not Applicable	Not Applicable	Not Applicable	
Total	41	Not Applicable	Not Applicable	Not Applicable	

Program name	Number of Graduates Employed in the Field	Annual Wages	Student initial and Date by Program of Interest
Master of Business Administration*	1/100%	Not available for publication until data collection occurs as required by the CPPEA. Please see wage and salary date below.	
Master of Computer Science and Information Technology*	1/100%	Not available for publication until data collection occurs as required by the CPPEA. Please see wage and salary date below.	

\*This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data.

## III. Wage and Salary Data

The following wage and salary data for each program offered at California University of Management and Technology in Santa Jose, California was provided by the Employment Development Department's Occupational Employment Statistics ([www.labormarketinfo.edd.ca.gov](http://www.labormarketinfo.edd.ca.gov)):

Occupations	Santa Clara County, California (2010)						Student Initial and Date by Program of Interest
	Hourly			Salary			
	Low (25 <sup>th</sup> Percentile)	Median (50 <sup>th</sup> Percentile)	High (75 <sup>th</sup> Percentile)	Low (25 <sup>th</sup> Percentile)	Median (50 <sup>th</sup> Percentile)	High (75 <sup>th</sup> Percentile)	
Business Management Analysts	\$34.70	\$47.19	\$60.95	\$72,164	\$98,156	\$126,771	
Computer and Information Systems Managers	\$63.55	\$76.64	>\$70.01	\$132,191	\$159,411	>\$145,600	

Employment, career advancement, and the success or satisfaction of an individual student at California University of Management and Technology are not guaranteed and are dependent upon abilities and the application of personal efforts. Career advancement assistance for a specific industry position may be enhanced by the education received but will depend on an individual's abilities, attitude, and prior relevant experience as well as the economy and local job market.

To obtain a description of the manner the above statistics were gathered, or to obtain a list of employment positions determined to be within the field with regards to job placement of graduates, please ask your enrollment representative. Wage and salary data was gathered using the Employment Development Department's Occupational Employment Statistics.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at: P.O. Box 980818, Sacramento, CA 95798-0818, [www.bppe.ca.gov](http://www.bppe.ca.gov), Phone: (916)574-7774.

**I have read and understand this Performance Fact Sheet. The Performance Fact Sheet was reviewed and discussed with a school official prior to signing an enrollment agreement.**

Student Signature	Print Name	Date
Parent / Guardian Signature (If Student is under 18)	Print Name	Date
School Representative Signature	Print Name	Date

## Appendix B: Written Disclosure

### WRITTEN DISCLOSURE

THIS INSTITUTION'S APPLICATION FOR APPROVAL TO OPERATE HAS NOT YET BEEN REVIEWED BY THE BUREAU FOR PRIVATE POSTSECONDARY EDUCATION.

**I acknowledge and I have read and understand this Written Disclosure and I have received a hard copy of the Written Disclosure prior to signing an enrollment agreement.**

Student Signature

Printed Name

Date

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Parent/Guardian Signature (required if Student is under the age of 18)

Printed Name

Date

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School Representative Signature

Printed Name

Date

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## Appendix C: Enrollment Agreement

**THIS INSTITUTION'S APPLICATION FOR APPROVAL TO OPERATE HAS NOT YET BEEN REVIEWED BY THE BUREAU FOR PRIVATE POSTSECONDARY EDUCATION.**

### A. General Information

School Name: California University of Management and Technology

Address: 111 N. Market Street, Suite 300, San Jose, CA 95113

Student Name:

Address:

Street

City

State ZIP

**B. 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 AT 2535 CAPITOL OAKS DRIVE, SUITE 40, SACRAMENTO, CA 95833, WEBSITE: [WWW.BPPE.CA.GOV](http://WWW.BPPE.CA.GOV), (PHONE) (916) 431-6959.**

**C.** This agreement is a legally binding instrument when signed by the student and accepted by the school. Your signature on this agreement acknowledges that you have been given reasonable time to read and understand it, and that you have been given:

1. a written statement of the refund policy including examples of how it applies and;
2. a catalog including a description of the course or educational service including all material facts concerning the school and the program or course of instruction which are likely to affect your decision to enroll. Immediately upon signing this agreement, you will be given a copy of it to retain.

### D. Degree Program / Educational Service

Student hereby applies to enroll in California University of Management and Technology the degree program or educational service:

	Title and Description			
An estimated total of	_____	are required to complete the degree program or educational service.		
	Credit Hours*	(*1 credit hour = 15 contact hours)		
Start Date:	_____	Scheduled Date:	_____	Completion _____

### E. STUDENT'S RIGHT TO CANCEL

You have the right to cancel this Agreement and obtain a refund. You may cancel this enrollment agreement and receive a refund by providing a written notice to Director of Admission & Records, California University of Management and Technology, 111 N. Market Street, Suite 300, San Jose, CA 95113 or e-mail to [admissions@calmat.us](mailto:admissions@calmat.us).

### F. REFUND INFORMATION

The student has a right to cancel this agreement and obtain a refund. Follow the refund policy specified in the current catalog. Full refund applies to before the first instruction day of each trimester.

The student may withdraw from a course after instruction has started and receive a prorated refund for the unused portion of the tuition and other refundable charges if the student has completed 60% or less of the instruction. The refund schedule is as follows:

<b>Week of the semester</b>	<b>% of refund</b>
1 - 2	100%
3 - 4	75%
5 - 8	50%
9 - 15	0%

The school will also refund money collected for sending to a third party on the student's behalf such as license or application fees. If the school cancels or discontinues a course or educational program, the school will make a full refund of all charges. Refunds will be paid within 30 days of cancellation or withdrawal. An additional 3% deduction will be applied to refunds for tuition/fees paid by credit cards.

### G. STUDENT LOAN INFORMATION

1. If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.
2. If the 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.

### H. STUDENT HEALTH INSURANCE

All international students are required to purchase student health insurance. School has informed every individual student to purchase student health insurance and school has also provided insurance package to students. It is the responsibilities of students to pursue the health insurance.

I. 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, and salaries or wages, prior to signing this agreement.

\_\_\_\_\_ (Student's Initials) I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, and salary or wage information included in the School Performance Fact Sheet, and have signed, initialed, and dated the information provided in the School Performance Fact Sheet.

J. A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (916) 574-7720 or by completing a complaint form, which can be obtained on the Bureau's web site: [www.bbpe.ca.gov](http://www.bbpe.ca.gov).

**K. FEES AND CHARGES**

The student is responsible for the following fees and charges:

Tuition Fee Per Trimester \$325 x _____	\$ _____
Graduation Fee \$60	\$ _____
Registration Fee \$75 (Per term, Non-refundable)	\$ _____
Other Fees	\$ _____
CALMAT Student Scholarship Grant* (Subtracted)	\$ _____
Student Tuition Recovery Fund** (STRF) (Non-refundable)	\$ _____
<u>ESTIMATED TOTAL CHARGES</u>	\$ _____

\*For any students who apply for **CALMAT Board Scholarship Program**, the qualified students are eligible to receive either Half scholarship (50% tuition waived) or Full scholarship (100% tuition waived), and the qualified students are obligated to pay application fee (\$55 one time), registration fee (\$75 per term) and graduation fee (\$60 one time), however, the qualified students have no obligation to repay the waived tuitions specified under CALMAT Board Scholarship Program. Please review the CALMAT Board Scholarship Program for more information.

\*\*You must pay the state-imposed student fee for the **Student Tuition Recovery Fund** (STRF) if all of the following applies to you:

1. You are a student, who is a California resident and prepays all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program, or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF fee if either of the following applies:

1. You are not a California resident.
2. Your total charges are paid by any third-party payer such as an employer, government program or other payer and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by California residents who were students attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.



You may be eligible for STRF if you are a California resident, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other cost.
4. There was a decline in the quality of the course of instruction within 30 days before the school closed or, if the decline began earlier than 30 days prior to closure, the period of decline determined by the Bureau.
5. An inability to collect on a judgment against the institution for a violation of the Act.

**THE TOTAL AMOUNT FOR ALL FEES, CHARGES AND SERVICES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT FOR THE DEGREE PROGRAM IS: \$\_\_\_\_\_.**

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.

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

This agreement is not operative until the student makes an initial visit to the institution and receives a thorough tour, or attends the first class or session of instruction. This requirement is not applicable to correspondence or other distance learning programs.

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

I certify that California University of Management and Technology has met the disclosure requirements for Education Code 94312 of the Private Postsecondary and Vocational Reform Act of 1989.

This Agreement is accepted by:

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Signature of School Official \_\_\_\_\_ Date \_\_\_\_\_

ANY HOLDER OF THIS CONSUMER CREDIT CONTRACT IS SUBJECT TO ALL CLAIMS AND DEFFENSE, WHICH THE DEBTOR COULD ASSERT AGAINST THE SELLER OF GOODS, OR SERVICES OBTAINED PURSUANT HERETO OR WITH THE PROCEEDS HEREOF. RECOVERY HEREUNDER BY THE DEBTOR SHALL NOT EXCEED AMOUNTS PAID BY THE DEBTOR HEREUNDER.

## Appendix D: Scholarship Policy and Application

### CALMAT Board Scholarship Policy

CALMAT Board of Directors offers two types of graduate scholarships. Twenty five **Full Scholarship (100% tuition waiver)** and twenty five **Half Scholarship (50% tuition waiver)** Applications to these scholarships should either be matriculated CALMAT students or in the process of applying to a CALMAT degree program.

Requirements for CALMAT Board **Half** scholarship (50% tuition waived)

1. Enrolled in CALMAT graduate program
2. A letter of recommendation from a CALMAT Board Member
3. Maintain student status (4 credit or more every term) with a GPA 3.0 or higher
4. Complete the degree in two years.
5. Assist CALMAT in promoting its programs and operations for at least 15 hours per year within two years of graduation.

Requirements for CALMAT Board **Full** scholarship (100% tuition waived):

1. Two or more years of professional experience related to the CALMAT degree
2. California Resident
3. Enrolled in CALMAT graduate program
4. A letter of recommendation from a CALMAT Board Member
5. Maintain full time status (8 credit or more every term) with a GPA 3.5 or higher
6. Complete the degree in two years
7. Assist CALMAT in promoting its programs and operations for at least 30 hours per year within two years of graduation.

Student receiving the scholarship should still submit application fee (\$55 one time) registration fee (\$75 per term) and graduation fee (\$60 one time). Student does not maintain the requirements of this scholarship should return half of the scholarship within sixty days.

Additionally, all students who receive either a half or full scholarship authorize the California University of Management and Technology the absolute right and permission to use their photograph and testimonials in its promotional materials and publicity efforts. These include marketing collateral, print advertisements, direct-mail pieces, websites, and other forms of promotion. No rights of ownership to these images or testimonials will be conferred to the scholarship recipient, nor will the scholarship recipient receive financial compensation for these promotional efforts. If a scholarship recipient is under 18 years of age, or otherwise ineligible to confer these rights, the signature of a parent or legal guardian is also required.

## **CALMAT Board Scholarship Application**

By filling this application, student certifies that they understand and agree to the CALMAT Board Scholarship Policy. I further agree to release the California University of Management and Technology, its contractors, employees and designees from any liability for any claims by me or any third party in connection with the use of my image or testimonials in its promotional efforts.

### **Applicant information**

Name: \_\_\_\_\_

CALMAT Student ID: \_\_\_\_\_ (See the admission letter)

Local Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Degree: \_\_\_\_\_

Anticipated graduation date: \_\_\_\_\_

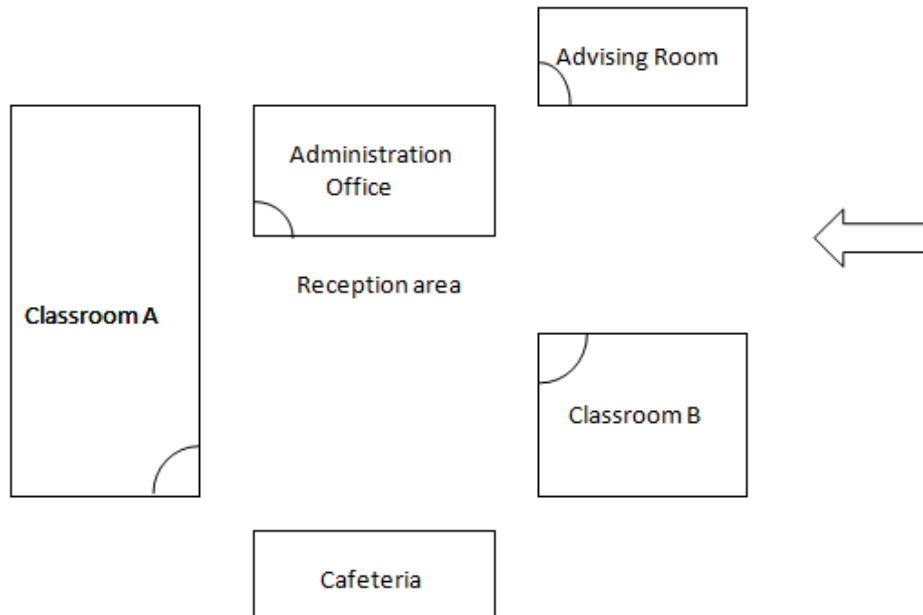
Type of Scholarship: ( ) 50% ( ) 100% check all you want to apply.

Signature: \_\_\_\_\_ (electronic signature is OK) Date: \_\_\_\_\_

Mail to: 111 North Market Street, Suite 300; San Jose, CA 95113, or Email to: info@calmat.us

# Appendix E: Campus Map

## 111 North Market Street, Suite 300



## 65 North Second Street

