

2021 Submit To BPPE



Annual Report Submission Confirmation

CCAPPAcademy

This is to confirm your Annual Report submission. If you have any questions, please reference the request number provided below communicating with the Bureau.

Request #: DCA-BPPE-Finalize-008317

Institution Name: CCAPPAcademy

Institution Code: 3407041

If you have any questions please contact the BPPE Annual Report Unit by email at bppe.annualreport@dca.ca.gov or by phone at (916) 574-8900, press "7" when prompted.

Request:

POST : https://bpps.dca.ca.gov/v1/batchsubmit-customer
Authorization: Bearer
eyJhbGciOiJIUzI1NiIsInR5cCI6IkpXVCJ9.eyJkZXNjcmVudGlvbiI6ImF1dG88Z2VudXJhdGVkIiwiaWF0IjoxNTQ1MzI0OTU2LCJleHAiOiI0OTE0MDQ5NTYsImZycyI6IklNBLURDQS1CUFBFlwic3VlIjoieXV0by1hZW5lcmF0ZWQifQ.9sU4zQgTVr34W1jPsgP0Wim-7ZFeDOnave5493a_Bg
Content-Type: application/json

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ETag: W/"2-nOO9QiTWXgNtWBjEzz8kv3SLc"

Date: Wed, 30 Nov 2022 23:45:58 GMT

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Httponly

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X-Frame-Options: SAMEORIGIN

X-Content-Type-Options: nosniff

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Strict-Transport-Security: max-age=16070400; includeSubdomains; preload

Transfer-Encoding: chunked

Content-Type: text/html; charset=utf-8

OK



California Consortium of
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2400 Marconi Ave Sacramento, CA 95821

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CCAPP ACADEMY

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

Alcohol and Drug Treatment Studies - 56 Weeks

9057 Soquel Drive, Aptos, CA 95003

School Code: 80057889

On-Time Completion Rates (Graduation Rates)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2020	0	0	0	0.00%
2021	0	0	0	0.00%

Student's Initials: _____ **Date:** _____

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



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Job Placement Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2020	0	0	0	0	0.00%
2021	0	0	0	0	0.00%

Please visit the CCAPP job board (<https://jobs.ccapp.us>) to obtain information and resources on employment or practicum positions that may be available / appropriate for our students to apply.

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2020	0	0	0
2021	0	0	0

Single Positions vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	0	0	0
2021	0	0	0



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Self-Employed / Freelance Position

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	0
2021	0	0

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2020	0	0
2021	0	0

Student's Initials: _____ **Date:** _____

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This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

Student's Initials: _____ **Date:** _____

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License Examination Passage Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed Exam	Passage Rate
2020	0	0	0	0	0
2021	0	0	0	0	0

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

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Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	20,000-25,000	\$25,001-\$30,000	\$30,001-\$35,000	35,001-\$40,000	40,001-\$45,000	\$45,001-\$50,000	No Salary Information Reported
2020	0	0	0	0	0	0	0	0	0
2021	0	0	0	0	0	0	0	0	0

A list of sources used to substantiate salary disclosures is available by visiting CCAPP Academy (2400 Marconi Ave Sacramento, CA 95821) upon request.

Student's Initials: _____ **Date:** _____

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Cost of Educational Program

Total charges for the program for students completing on-time in 2020: \$ 2,500
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2021: \$ 3,000
Total charges may be higher for students that do not complete on time.

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Students at **CCAPP Academy** are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

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

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Student Name - Print

Student Signature

Date

School Official

Date



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CCAPP ACADEMY

Definitions

- “Number of Students Who Began the Program” means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who canceled during the cancellation period.
- “Students Available for Graduation” is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- “Number of On-time Graduates” is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- “On-time Completion Rate” is the number of on-time graduates divided by the number of students available for graduation.
- “150% Graduates” is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- “Graduates Available for Employment” means the number of graduates minus the number of graduates unavailable for employment.
- “Graduates Unavailable for Employment” means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.



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- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



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STUDENT'S RIGHT TO CANCEL

The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

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.

If notice of cancellation or withdrawal is made **in writing** through the first day of instruction, CCAPP will refund 100 percent of the amount paid. If the student has received a copy of the workbook and does not return it in reusable condition, a fee of \$150 will be withheld from any refund.



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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

Alcohol and Drug Treatment Studies - 56 Weeks

1400 N. Johnson Avenue. #101, El Cajon, CA 92020

School Code: 55795319

On-Time Completion Rates (Graduation Rates)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2020	16	16	13	81.25%
2021	16	16	13	81.25%

Student's Initials: _____ **Date:** _____

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Job Placement Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2020	16	13	13	1	7.69%
2021	16	13	13	6	46.15%

Please visit the CCAPP job board (<https://jobs.ccapp.us>) to obtain information and resources on employment or practicum positions that may be available / appropriate for our students to apply.

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2020	0	1	1
2021	0	6	6

Single Positions vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	1	0	1
2021	5	1	6



CCAPP ACADEMY

Self-Employed / Freelance Position

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	1
2021	0	6

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2020	0	1
2021	0	6

Student's Initials: _____ **Date:** _____

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- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
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License Examination Passage Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed Exam	Passage Rate
2020	0	0	0	0	0
2021	0	0	0	0	0

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

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Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	20,000-25,000	\$25,001-\$30,000	\$30,001-\$35,000	35,001-\$40,000	40,001-\$45,000	\$45,001-\$50,000	No Salary Information Reported
2020	13	1	0	0	1	0	0	0	0
2021	13	6	0	1	0	1	1	3	0

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Cost of Educational Program

Total charges for the program for students completing on-time in 2020: \$ 2,500
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Student Name - Print

Student Signature

Date

School Official

Date



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The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

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If notice of cancellation or withdrawal is made **in writing** through the first day of instruction, CCAPP will refund 100 percent of the amount paid. If the student has received a copy of the workbook and does not return it in reusable condition, a fee of \$150 will be withheld from any refund.



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CCAPP ACADEMY

SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

Alcohol and Drug Treatment Studies - 56 Weeks

2772 S. Martin Luther King Blvd., Fresno, CA 93706

School Code: 42097040

On-Time Completion Rates (Graduation Rates)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2020	24	24	16	66.67%
2021	31	31	18	58.06%

Student's Initials: _____ **Date:** _____

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

CCAPP ACADEMY

Job Placement Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2020	24	16	16	2	12.50%
2021	31	18	18	6	33.33%

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Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2020	0	3	2
2021	0	6	6

Single Positions vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	1	1	2
2021	5	1	6



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Self-Employed / Freelance Position

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	2
2021	0	6

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2020	0	2
2021	0	6

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License Examination Passage Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed Exam	Passage Rate
2020	0	0	0	0	0
2021	0	0	0	0	0

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

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Calendar Year	Graduates Available for Employment	Graduates Employed in Field	20,000-25,000	\$25,001-\$30,000	\$30,001-\$35,000	35,001-\$40,000	40,001-\$45,000	\$45,001-\$50,000	No Salary Information Reported
2020	16	2	0	1	1	0	0	0	0
2021	18	6	1	0	1	2	1	1	0

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Cost of Educational Program

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Student Name - Print

Student Signature

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- “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- “Graduates Available for Employment” means the number of graduates minus the number of graduates unavailable for employment.
- “Graduates Unavailable for Employment” means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
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- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



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STUDENT'S RIGHT TO CANCEL

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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.

If notice of cancellation or withdrawal is made **in writing** through the first day of instruction, CCAPP will refund 100 percent of the amount paid. If the student has received a copy of the workbook and does not return it in reusable condition, a fee of \$150 will be withheld from any refund.



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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

Alcohol and Drug Treatment Studies - 56 Weeks

718 4th Street, San Rafael, CA 94901

School Code: 69608404

On-Time Completion Rates (Graduation Rates)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2020	20	20	15	75.00%
2021	17	17	7	41.18%

Student's Initials: _____ **Date:** _____

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



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Job Placement Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2020	20	15	15	4	26.67%
2021	17	7	7	3	42.86%

Please visit the CCAPP job board (<https://jobs.ccapp.us>) to obtain information and resources on employment or practicum positions that may be available / appropriate for our students to apply.

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2020	0	4	4
2021	0	3	3

Single Positions vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	1	3	4
2021	2	1	3



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Self-Employed / Freelance Position

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	4
2021	0	3

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2020	0	4
2021	0	3

Student's Initials: _____ **Date:** _____

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

This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

Student's Initials: _____ **Date:** _____

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License Examination Passage Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed Exam	Passage Rate
2020	0	0	0	0	0
2021	0	0	0	0	0

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

Student's Initials: _____ **Date:** _____

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Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	20,000-25,000	\$25,001-\$30,000	\$30,001-\$35,000	35,001-\$40,000	40,001-\$45,000	\$45,001-\$50,000	No Salary Information Reported
2020	15	4	0	0	0	0	1	3	0
2021	7	3	0	0	0	0	0	3	0

A list of sources used to substantiate salary disclosures is available by visiting CCAPP Academy (2400 Marconi Ave Sacramento, CA 95821) upon request.

Student's Initials: _____ **Date:** _____

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

Cost of Educational Program

Total charges for the program for students completing on-time in 2020: \$ 2,500
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2021: \$ 3,000
Total charges may be higher for students that do not complete on time.

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Students at **CCAPP Academy** are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

Student's Initials: _____ **Date:** _____

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

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Student Name - Print

Student Signature

Date

School Official

Date



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CCAPP ACADEMY

Definitions

- “Number of Students Who Began the Program” means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who canceled during the cancellation period.
- “Students Available for Graduation” is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
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- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.



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STUDENT'S RIGHT TO CANCEL

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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

Alcohol and Drug Treatment Studies - 56 Weeks

601 S. San Pedro, Los Angeles, CA 90014

School Code: 98349885

On-Time Completion Rates (Graduation Rates)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2020	207	207	135	65.22%
2021	95	95	63	66.32%

Student's Initials: _____ **Date:** _____

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

CCAPP ACADEMY

Job Placement Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2020	207	135	135	16	11.85%
2021	95	63	63	15	23.81%

Please visit the CCAPP job board (<https://jobs.ccapp.us>) to obtain information and resources on employment or practicum positions that may be available / appropriate for our students to apply.

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2020	1	15	16
2021	2	13	15

Single Positions vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	13	3	16
2021	12	3	15



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Self-Employed / Freelance Position

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	16
2021	0	15

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2020	0	16
2021	0	15

Student's Initials: _____ **Date:** _____

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This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
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License Examination Passage Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed Exam	Passage Rate
2020	0	0	0	0	0
2021	0	0	0	0	0

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

Student's Initials: _____ **Date:** _____

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Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	20,000-25,000	\$25,001-\$30,000	\$30,001-\$35,000	35,001-\$40,000	40,001-\$45,000	\$45,001-\$50,000	No Salary Information Reported
2020	135	16	1	3	3	4	1	4	0
2021	63	15	3	1	2	1	5	3	0

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Student's Initials: _____ **Date:** _____

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Cost of Educational Program

Total charges for the program for students completing on-time in 2020: \$ 2,500
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2021: \$ 3,000
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Student Name - Print

Student Signature

Date

School Official

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Definitions

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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

Alcohol and Drug Treatment Studies - 56 Weeks

1117 East Devonshire Avenue, 4th Floor, Hemet, CA 92543

School Code: 79423268

On-Time Completion Rates (Graduation Rates)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2020	25	25	18	72.00%
2021	27	27	12	44.44%

Student's Initials: _____ **Date:** _____

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Job Placement Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2020	25	18	18	2	11.11%
2021	27	12	12	4	33.33%

Please visit the CCAPP job board (<https://jobs.ccapp.us>) to obtain information and resources on employment or practicum positions that may be available / appropriate for our students to apply.

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2020	0	2	2
2021	0	4	4

Single Positions vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	2	0	2
2021	3	1	4



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Self-Employed / Freelance Position

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	2
2021	0	4

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2020	0	2
2021	0	4

Student's Initials: _____ **Date:** _____

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This program may result in freelance or self-employment.

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License Examination Passage Rates *(includes data for the two calendar years prior to reporting)*

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed Exam	Passage Rate
2020	0	0	0	0	0
2021	0	0	0	0	0

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

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Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	20,000-25,000	\$25,001-\$30,000	\$30,001-\$35,000	35,001-\$40,000	40,001-\$45,000	\$45,001-\$50,000	No Salary Information Reported
2020	18	2	0	0	0	0	1	1	0
2021	7	4	0	0	1	2	1	0	0

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Student's Initials: _____ **Date:** _____

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Cost of Educational Program

Total charges for the program for students completing on-time in 2020: \$ 2,500
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Student Name - Print

Student Signature

Date

School Official

Date



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- “150% Graduates” is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- “Graduates Available for Employment” means the number of graduates minus the number of graduates unavailable for employment.
- “Graduates Unavailable for Employment” means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.



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- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



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STUDENT'S RIGHT TO CANCEL

The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

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.

If notice of cancellation or withdrawal is made **in writing** through the first day of instruction, CCAPP will refund 100 percent of the amount paid. If the student has received a copy of the workbook and does not return it in reusable condition, a fee of \$150 will be withheld from any refund.



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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

Alcohol and Drug Treatment Studies - 56 Weeks

2400 Marconi Avenue, Sacramento, CA 95821

School Code: 3407041

On-Time Completion Rates (Graduation Rates)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2020	34	34	21	61.76%
2021	70	70	40	57.14%

Student's Initials: _____ **Date:** _____

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



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Job Placement Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2020	34	21	21	1	4.76%
2021	70	40	40	11	27.50%

Please visit the CCAPP job board (<https://jobs.ccapp.us>) to obtain information and resources on employment or practicum positions that may be available / appropriate for our students to apply.

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2020	0	1	1
2021	2	9	11

Single Positions vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	1	0	1
2021	8	3	11



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Self-Employed / Freelance Position

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	1
2021	0	11

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2020	0	1
2021	0	11

Student's Initials: _____ **Date:** _____

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

This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
- Students initialing this disclosure understand that either a majority or all of this school's graduates are employed in this manner and understand what comprises this work style.

Student's Initials: _____ **Date:** _____

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License Examination Passage Rates *(includes data for the two calendar years prior to reporting)*

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed Exam	Passage Rate
2020	0	0	0	0	0
2021	0	0	0	0	0

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

Student's Initials: _____ **Date:** _____

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Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	20,000-25,000	\$25,001-\$30,000	\$30,001-\$35,000	35,001-\$40,000	40,001-\$45,000	\$45,001-\$50,000	No Salary Information Reported
2020	21	1	0	0	1	0	0	0	0
2021	40	11	2	2	1	2	1	3	0

A list of sources used to substantiate salary disclosures is available by visiting CCAPP Academy (2400 Marconi Ave Sacramento, CA 95821) upon request.

Student's Initials: _____ **Date:** _____

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

Cost of Educational Program

Total charges for the program for students completing on-time in 2020: \$ 2,500
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2021: \$ 3,000
Total charges may be higher for students that do not complete on time.

Student's Initials: _____ **Date:** _____

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Students at **CCAPP Academy** are not eligible for federal student loans. This institution does not meet the U.S. Department of Education criteria that would allow its students to participate in federal student aid programs.

Student's Initials: _____ **Date:** _____

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

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Student Name - Print

Student Signature

Date

School Official

Date



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CCAPP ACADEMY

Definitions

- “Number of Students Who Began the Program” means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who canceled during the cancellation period.
- “Students Available for Graduation” is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
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- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.

CCAPP ACADEMY

- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
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- “Salary” is as reported by graduate or graduate’s employer.
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STUDENT'S RIGHT TO CANCEL

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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

Alcohol and Drug Treatment Studies - 56 Weeks

1825 East Street #10 & 11, Redding, CA 96001

School Code: 45567519

On-Time Completion Rates (Graduation Rates)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2020	2	2	2	100.00%
2021	10	10	5	50.00%

Student's Initials: _____ **Date:** _____

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

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Job Placement Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2020	2	2	2	2	100.00%
2021	10	5	5	2	40.00%

Please visit the CCAPP job board (<https://jobs.ccapp.us>) to obtain information and resources on employment or practicum positions that may be available / appropriate for our students to apply.

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2020	0	2	2
2021	0	2	2

Single Positions vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	2	0	2
2021	1	1	2



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Self-Employed / Freelance Position

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	2
2021	0	2

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2020	0	2
2021	0	2

Student's Initials: _____ **Date:** _____

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This program may result in freelance or self-employment.

- The work available to graduates of this program is usually for freelance or self-employment.
- This type of work may not be consistent.
- The period of employment can range from one day to weeks to several months.
- Hours worked in a day or week may be more or less than the traditional 8 hour work day or 40 hour work week.
- You can expect to spend unpaid time expanding your networks, advertising, promoting your services, or honing your skills.
- Once graduates begin to work freelance or are self-employed, they will be asked to provide documentation that they are employed as such so that they may be counted as placed for our job placement records.
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License Examination Passage Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed Exam	Passage Rate
2020	0	0	0	0	0
2021	0	0	0	0	0

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

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Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	20,000-25,000	\$25,001-\$30,000	\$30,001-\$35,000	35,001-\$40,000	40,001-\$45,000	\$45,001-\$50,000	No Salary Information Reported
2020	2	2	0	0	0	0	0	2	0
2021	5	2	0	0	0	1	1	0	0

A list of sources used to substantiate salary disclosures is available by visiting CCAPP Academy (2400 Marconi Ave Sacramento, CA 95821) upon request.

Student's Initials: _____ **Date:** _____

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Cost of Educational Program

Total charges for the program for students completing on-time in 2020: \$ 2,500
Total charges may be higher for students that do not complete on time.

Total charges for the program for students completing on time in 2021: \$ 3,000
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Student Name - Print

Student Signature

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SCHOOL PERFORMANCE FACT SHEET CALENDAR YEARS 2020 & 2021

Alcohol and Drug Treatment Studies - 56 Weeks

1100 Kansas Avenue #C, Modesto, CA 95351

School Code: 47807245

On-Time Completion Rates (Graduation Rates)

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	150% Graduates	150% Completion Rate
2020	26	26	18	69.23%
2021	22	22	11	50.00%

Student's Initials: _____ **Date:** _____

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



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Job Placement Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Students Who Began the Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2020	26	18	18	3	16.67%
2021	22	11	11	5	45.45%

Please visit the CCAPP job board (<https://jobs.ccapp.us>) to obtain information and resources on employment or practicum positions that may be available / appropriate for our students to apply.

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2020	0	3	3
2021	0	5	5

Single Positions vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2020	2	1	3
2021	5	0	5



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Self-Employed / Freelance Position

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2020	0	3
2021	0	5

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, an Employer Owned by the Institution, or an Employer who Shares Ownership with the Institution.	Total Graduates Employed in the Field
2020	0	3
2021	0	5

Student's Initials: _____ **Date:** _____

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License Examination Passage Rates (includes data for the two calendar years prior to reporting)

Calendar Year	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed First Available Exam	Number Who Failed Exam	Passage Rate
2020	0	0	0	0	0
2021	0	0	0	0	0

Licensure examination passage data is not available from the state agency administering the examination. We are unable to collect data from 0 graduates.

Student's Initials: _____ **Date:** _____

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Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	20,000-25,000	\$25,001-\$30,000	\$30,001-\$35,000	35,001-\$40,000	40,001-\$45,000	\$45,001-\$50,000	No Salary Information Reported
2020	18	3	0	2	0	0	0	1	0
2021	11	5	0	1	2	1	1	0	0

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Student's Initials: _____ **Date:** _____

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Cost of Educational Program

Total charges for the program for students completing on-time in 2020: \$ 2,500
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Total charges may be higher for students that do not complete on time.

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Student Name - Print

Student Signature

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CCAPP ACADEMY

Definitions

- “Number of Students Who Began the Program” means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who canceled during the cancellation period.
- “Students Available for Graduation” is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- “Number of On-time Graduates” is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- “On-time Completion Rate” is the number of on-time graduates divided by the number of students available for graduation.
- “150% Graduates” is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- “Graduates Available for Employment” means the number of graduates minus the number of graduates unavailable for employment.
- “Graduates Unavailable for Employment” means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.



California Consortium of
Addiction Programs and
Professionals

2400 Marconi Ave Sacramento, CA 95821

916-338-9460 | www.ccapp.us

CCAPP ACADEMY

- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.



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CCAPP ACADEMY

STUDENT'S RIGHT TO CANCEL

The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

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.

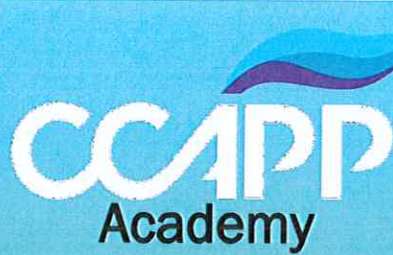
If notice of cancellation or withdrawal is made **in writing** through the first day of instruction, CCAPP will refund 100 percent of the amount paid. If the student has received a copy of the workbook and does not return it in reusable condition, a fee of \$150 will be withheld from any refund.



**Alcohol and Drug Treatment Studies
Course Catalog**

January 1, 2022 – January 1, 2023

www.CCAPP.us



Higher Education for Addiction
Professionals Since 1978



CCAPP Academy's objective is to provide education and technical assistance regarding addiction, treatment, recovery and associated problems

CCAPP Academy

This institution is a private institution approved to operate by the California Bureau for Private Postsecondary Education. Approval to operate means the institution is compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of the California Code of Regulations.



CCAPP ACADEMY INTRODUCTION

The California Consortium of Addiction Programs and Professionals (CCAPP) established the CCAPP Academy Formerly known as (CAARR Institute) in 1978 to offer an alternative form of education for recovering people working in the alcohol and drug treatment industry.

Many of these recovering people chose to work in programs providing peer leadership and experience after finding recovery themselves through participation in alcohol and drug programs. It was discovered that these individuals, who understood the process of recovery that worked for them, could improve their effectiveness by gaining knowledge and technical skills through education.

Students that have English as a second language will have to have an 8th grade proficiency level and will have to take and pass an TOEFL test to show 8th grade proficiency.

The Academy was designed to be offered in a comfortable, less "academic" atmosphere in easily accessible locations. Instructors are recruited who have an in-depth understanding of the curriculum and can enlighten students with their vast experience in the field.

As more research on recovery and addiction becomes available the curriculum is revised, edited, and expanded to meet the changing needs of students, programs, and the people they serve.

Today our Academy has grown and is offered at eleven sites throughout California including suburban, urban, and rural communities. The geographic scope of the CCAPP Academy reaches from Imperial County in southern California as far north as Modoc County and several County Alcohol and Drug Program Administrators have sent their county alcohol and drug program employees to the Academy.

CCAPP Academy does not have a pending petition of bankruptcy, or is operating as a debtor in possession, has not filed a petition within the preceding five years, or has had a petition in bankruptcy filed against it.

Alcohol and Drug Studies Treatment Curriculum 56 Weeks

Alcohol and Drug Treatment Studies is taught in a 336-hour course held over 56 weeks. Staff and Volunteers of CCAPP Program Members receive a \$800 discount for the Alcohol and Drug Studies classes. Staff and Volunteers of CCAPP Program Members where the program pays for the Alcohol and Drug Studies classes receive a \$2000 discount.

Upon completion of the course, for a total of 336 hours, the student will receive a Graduation Diploma.



336 Hour CCAPP Academy start dates

Start Dates for 2022: All Saturday Locations

Feb. 26, 2022/April 23, 2022/June 18, 2022/August 13, 2022
October 08, 2022/December 03, 2022

Sacramento Monday/Wednesday

Not Currently Offered

Sacramento Tuesday/Thursday

Feb. 22, 2022/April 19, 2022/June 14, 2022/August 09, 2022
October 01, 2022/December 01, 2022

Upon request the course catalog can be mailed.
Available for the general public
or potential students.

* We enroll new students every 8 weeks.

**CCAPP Academy Classes are held on
Saturdays in most areas of California.**

Call CCAPP

to locate a class in your area!

(916) 338-9460

CCAPP Academy Alcohol and Drug Treatment Studies

Graduation from Alcohol and Drug Treatment Studies

Alcohol and Drug Studies is taught in **three hour and six hour classes** held over 56 weeks for a total of 336 hours. At the completion of which the student receives a Graduation Diploma.

Cost

The cost of the 336-hour course is **\$3,000.00**. Staff and Volunteers of CCAPP Program Members receive a \$800 discount off tuition. The student manual is covered in the cost of the course.

315 Hour CADC I or II

The minimum requirement for CADC I 315 hours approved, AOD specific education, 255-hour field practicum, passing score on the IC&RC written exam, 3,000 hours work experience, renewal every two years (continuing education required). For the CADC II the requirements are 315 hours approved, AOD specific education, 255-hour field practicum, passing score on the IC&RC written exam, 6,000 hours work experience, renewal every two years (continuing education required).

The CCAPP Academy accepts checks, money orders, Visa, Master Card or American Express. Cash is not accepted.

****Please note: Tuition must be paid in full before a diploma will be issued.****



CCAPP Academy Alcohol and Drug Treatment Studies

315 Hour CCAPP Academy Classes

1. **ADS 101- Personal and Professional Growth/ Introduction and Overview (8 weeks)** This course will go over Alcohol and Other Drug Use, Past and Present, Personal and Professional Growth
2. **ADS 102- Law and Ethics/ Introduction and Overview (8 weeks)**
This course will go over Ethics and Ethical Decision Making, 12 Core Functions and the Essential Elements to Become a Counselor
3. **ADS 103- Abnormal Psychology/Introduction and Overview (8 weeks)**
This course will go over Disorders and Behaviors
4. **ADS 104- Physiology and Pharmacology of Alcohol and Other Drugs (8 weeks)**
This course will examine the effects that drugs and alcohol and the damaging effects on the body
5. **ADS 105- Case Management; Assessment, Orientation, Treatment Planning and Relapse Prevention/Aftercare Planning (8 weeks)**
This course will go over Prevention and Outreach
6. **ADS 106-Individual, Group and Family Counseling (8 weeks)**
The Exploration of Problems and Techniques in the counseling setting
7. **ADS 107- Supervised Practicum (8 weeks) This course consists of (45) classroom hours.** The course includes supervision by a qualified instructor and includes direct supervision. The instructor must also be available for consultation while student is completing field work requirements.
8. **ADS 108- Supervised Field Work Practicum**
(255 hours of Internship is required prior to graduation in conjunction with ADS 108) A minimum requirement of 255 hours of practical experiences performed at an agency approved by the aforementioned instructor. The student must complete all of the 4 domains at internship site. Each core function requires a minimum of 21 hours practicum. The application of knowledge and skills in a practice setting is essential to professional counseling. The field work is the means by which students learn to apply and integrate acquired knowledge and values; and to refine skills that are taught in the classroom.

- **ADS 107 and ADS 108 Classes are held on Sunday for 8 weeks.**
- **The 255 internship hours must be completed within 1 year from the start of Practicum or you will need to pay to retake the course. (This will delay your end date).**

Breakdown of Internship Hours:

Supervised Practicum Course (Classroom) 45 Hours
Supervised Field Work (Internship) in the Core Functions: 252 Hours
Agency Orientation: 3 Hours

Total: 300 Hours

Student Policies

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR ACADEMY

The transferability of your credits you earn at CCAPP Academy is at the complete discretion of an institution to which you may seek transfer. Acceptance of CCAPP Academy Alcohol and Drug Studies Certificate you earn in CCAPP Academy Alcohol and Drug Studies Certificate is also at the complete discretion of the institution to which you may seek to transfer. If the CCAPP Academy Alcohol and Drug Studies Certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending CCAPP Academy to determine if your CCAPP Academy Alcohol and Drug Studies Certificate will transfer.

Students may not challenge through exam. Admission policies, including the policies regarding acceptance of credits earned at other institutions or through challenge examinations and achievement test, with no articulation agreement any other college or university that provides for the transfer of credits earned in the program of instruction.

CCAPP Academy does not award credit for prior experience learning or transfer of credits earned from other colleges or universities. Applicants must have a High School Diploma, GED or equivalent to be admitted into the program. If the applicant does not have a High School Diploma, GED they can do the Ability-to-Benefit (ATB) Examination.

<https://www.wonderlic.com>

<https://accuplacer.collegeboard.org>

The CCAPP Academy's "Alcohol and Drug Studies" program is career training, not formal education, and is not affiliated with any college or university and the units and certificate you earn in this program will not be transferable to any college or university in the future. In addition, the certificate you earn from the CCAPP Academy will not serve as a basis for obtaining a degree at a college or university.

Attendance Policy:

A Student can miss a Maximum of 11 absences = 66 hours. No more than 2 in one module or you will need to retake the course.

A minimum of 70% attendance/participation points is required to graduate.

Leave of Absence Policy:

Leave of absence for military must provide copy of orders prior to leaving. A leave of absence can be requested in writing to the Education Director for up to 6 months.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Student Services:

Students have access to online resources and materials provided by the CCAPP Academy instructor and assistant. They have access to the larger library at the 2400 Marconi Ave. in Sacramento to check out books and reference material. The Student Services is responsible for coordinating the student services activities including: Scholarships, job listings, and credentialing information. Please ask student services if any services are needed.

Class Policies

Each of our 14 CCAPP Academy location will have a class room for the instructors to conduct class. The instructor (s) will have be given lesson plans and handouts that will be used for instruc- tion. Instructors will also have access to films, TV/VCR, a computer, white board with dry erase markers and a projector.

SCORING AND REVIEWING THE TESTS

Students knowledge and capabilities are measured by means of written examinations, verbal discussions within class, written homework assignments, role-playing transactions, interactive training, mock sessions with instructor critique and debriefing sessions, guided application of skills, scenario driven role-plays, case vignettes, problem solving, (individually and with other students), formal and informal presentations that are 5 minutes to one hour in length and practical skills evaluation forms as completed by peers and instructional staff.

Course Grading Format: (The total points possible in each module are 350.)

Quizzes	=	75 points
Practical/Technical Skills	=	100 points
Assignments	=	50 points
Module Final Exam	=	75 points
Professionalism	=	50 points
TOTAL	=	350 points

%	GRADE	INTERPRETATION
90% - 100%	A	Excellent
80% - 89.9	B	Very Good
70% - 79.9%	C	Average
60%- 69.9%	D	Poor
0 – 59.9%	F	Fail
CR/NC	N/A	Credit/no credit

Credit = no less than an average of 70%, and No credit is considered 69.9% or lower.

* Must pass every Module with no less than a 70% to complete the program. If you receive a failing grade you must contact the office for pricing to retake module.

POLICY REGARDING DIFFICULT /DISRUPTIVE STUDENTS

Advise the student if his/her behavior is disruptive to the class environment, and that dismissal from the class could result. If behavior continues, the instructor/lead has the option to warn the student again or ask him/her to leave the class. If disruptive behavior continues, the student should be asked to leave the class. The instructor should notify the lead of such action. The lead should contact the student and advise them that continuance of disruptive behavior will mean expulsion from the remaining CCAPP Academy sessions/classes. If applicable, a pro-rated portion of their tuition will be refunded. CCAPP Academy does not have academic probation.

RECORDS

All student’s grades and transcripts are computerized and kept permanently. Hardcopy files are kept in a fireproof safe and all others are stored on a server with cloud backup. Student records retention records is Five years.

Housing

CCAPP ACADEMY does not assist with housing and does not house students nor has any responsibility to find housing or assist with housing. Housing is located reasonably near the facilities and has an approximate range of \$1000-\$1500 monthly.



Questions and Concerns

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the Academy may be directed to the Bureau for Private Postsecondary Education at:

Address: 2535 Capital Oaks Drive, Suite 400, Sacramento, CA 95833
P.O. Box 980818, West Sacramento, CA 95798-0818

Web site Address: www.bppe.ca.gov

Telephone and Fax #'s: (888) 370-7589 or by fax (916) 263-1897

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling 888-370-7579 or by completing a complaint form, which can be obtained on the bureau's internet web site at www.bppe.ca.gov.

Financial Aid and STRF

CCAPP Academy does not participate in federal financial aid, but does accept payment from the Department of Rehabilitation. CCAPP Academy does not have a degree program and is not accredited by an accrediting agency recognized by the United States Department of Education. CCAPP Academy requires students have proficiency in the English language and does not have any language services available. All instruction will be in English for all classes located in the United States. CCAPP Academy does not admit students from other countries. If a 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, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the money not paid from federal student financial aid program funds.

STUDENT’S RIGHT TO CANCEL:

If notice of cancellation or withdrawal is made in writing through attendance of the first day of instruction, CCAPP will refund 100 percent of the amount paid minus the **\$100 non-refundable registration fee** and **\$150 non-refundable book fee**. A Student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. If the student has received a copy of the workbook and does not return it in reusable condition, a fee of **\$150 non-refundable will be withheld from any refund**. If a student needs a leave of absence they may make a formal request to the Education Director for no more than 6months.

STUDENTS RIGHT TO WITHDRAWAL:

Notice of withdrawal must be submitted in writing to the CCAPP office to the attention of Kristina Padilla Chief Academic Officer.

Refund Policy

Any refund due to a student’s withdrawal shall be issued by CCAPP within 30 days of receiving student’s refund letter. The refund for students who have completed 60 percent or less of the program shall be a prorated refund. CCAPP will deduct a registration fee of **\$100 non-refundable** from the total charge then divide that remainder by the total hours in the program. The quotient is the total hourly charge for the program. The amount owed by the student is derived by total hourly charge for instruction, total institutional charge divided by the number of program hours multiplied by the total hours attended by the student.

Example – Full Tuition Students: (Tuesday & Thursday Class = 3 Hours a Day – Saturday Class = 6 Hours a Day)

Attendance	Total Cost	Less Registration Fee	Less Tuition Due to CCAPP	Less Book Fee	Refund Due Student
336 hrs (\$8.18per hr)	\$3000	\$100	(\$8.18 x 3hrs) \$24.54	\$150	\$2,725.46
336 hrs (\$8.18per hr)	\$3000	\$100	(\$8.18 x 6hrs) \$49.08	\$150	\$2,700.92

Example - Program Member Discount:

Attendance	Total Cost	Less Registration Fee	Less Tuition Due to CCAPP	Less Book Fee	Refund Due Student
336 hrs (\$6.54 per hr)	\$2200	\$100	(\$6.54 x 3hrs) \$19.62	\$150	\$1,930.38
336 hrs (\$6.54 per hr)	\$2200	\$100	(\$6.54 x 6hrs) \$39.24	\$150	\$1,910.76
336 hrs (\$5.95 per hr)	\$2000	\$100	(\$5.95 x 3hrs) \$17.85	\$150	\$1,732.15
336 hrs (\$5.95 per hr)	\$2000	\$100	(\$5.95 x 6hrs) \$35.70	\$150	\$1,714.30

Students completing more than 60 percent of the program (will not qualify for a refund Regarding the Alcohol and Drug Studies Program). The CCAPP Academy’s “Alcohol and Drug Studies” program is career training, not formal education, and is not affiliated with any college or university and the units and certificate you earn in this program will not be transferable to any college or university in the future. In addition, the certificate you earn from the CCAPP Academy will not serve as a basis for obtaining a degree at a college or university. If applicable, a pro-rated portion of their tuition will be refunded. Maximum of 11 absences = 66hours. A minimum of 70% attendance/participation points is required to graduate. The CCAPP Academy is taught in a 336-hour course held over 56 weeks.

Students completing more than 60 percent of the program will not qualify for a refund.

The CCAPP Academy is taught in a 336-hour course held over 56 weeks from 9am to 4pm

Maximum of 11 absences = 66 hours. A minimum of 70% attendance/participation points is required to graduate.

Start Dates:

All Saturday Locations

Start: February 26th, 2022 End: March 26, 2023

Monday/Wednesday

N/A

Sacramento Tuesday/Thursday

Start: February 22nd, 2022 End: March 23rd, 2023

Registration Fee (non-refundable)	\$100.00
Tuition	\$2750.00
Scholarship	\$0.00
STRF (non-refundable)	\$0.00
Workbook (non-refundable)	\$150.00

TOTAL CHARGES FOR THE CURRENT PERIOD OF ATENDANCE \$3000.00

ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM \$ 3000.00

TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT \$ 3000.00

I understand that the total fee for the CCAPP Academy is \$3000 and that the registration fee of \$100 and the book fee of \$150 are non-refundable. A \$800.00 scholarship is available for paid or volunteer staff of Program Member organizations of the California Consortium of Addiction Programs and Professionals. Program Member is the only category affiliated with CCAPP that is eligible for the scholarship.

The above rates cover the entire cost of the training, including a copy of the workbook, Alcohol and Drug Treatment Studies: The Fundamentals of Addiction Counseling, minus the \$100 non-refundable registration fee.

The Student Tuition Recovery Fund (STRF) there is a non-refundable assessment rate of \$0.00 per student for enrollment.

Student Tuition Recovery Fund Disclosures:

"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 institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, 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, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (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 institution, a location of the institution, or an educational program offered by the institution 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 an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120-day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution 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 institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution 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 institution 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 an institution or representative of an institution, 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 non-collection 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."

Student Bill of Rights

As a student you have the right to:

Career & Student Services Information – Accurate facts about job availability and salary ranges if the institution makes claims to prospective students regarding the starting salaries of its graduates. Information is available upon request. CCAPP Academy Assistant offers assistance for students.

A Catalog – A comprehensive listing of current and accurate information regarding programs, policies, procedures, and a list of current administrative staff and faculty, including their qualifications.

Contract – An enrollment agreement that states the program and the number of credits, clock hours, or units required to complete the course, the length of the program covered by the enrollment agreement, and the cancellation and refund policies.

Cost Information – Clear and honest disclosure of all tuition, fees, and other charges related to the cost of receiving your education.

Financial Aid Disclosure – Full disclosure of all financial aid and loan information including rates, terms, and any deferment or forbearance options.

Quality Faculty – Instructors who are knowledgeable and current in the areas they are teaching and have at least 3 years of experience as a certified counselor. The Student to Instructor ratio is 23:1.

Quality Materials – Textbooks, teaching materials, and equipment that are current and in good condition. No Library card is needed student can utilize in class resources.

Refunds – The ability and right to withdraw from school at any time and receive a refund for tuition paid but not used.

Retention/Placement Information – Information about the number and percentage of students that start and complete programs and the number and percentage of graduates placed in jobs. CCAPP Academy does not provide placement services.

Labor Code 21-1011.00 - Substance Abuse and Behavioral Disorder Counselors

Grievance Policy — A student must first talk to the instructor. Then if the issue is not resolved in a timely matter then the student may contact the Director of Education, or CEO to assist in resolving the issue.

CCAPP Academy is Held at the Following Locations:

Fresno County

- **Westcare Treatment Center**
2772 S. Martin Luther King Blvd., Fresno, CA 93706
- **Practicum is held in Tulare County (for Fresno location)**

Los Angeles County

- **Pasadena, Impact Drug & Alcohol Treatment (Main Meeting Room)** 1680 N. Fair Oaks Ave., Pasadena, CA 91103

- **Metro The Midnight Mission Downtown (Computer Room)** 601 S. San Pedro, Los Angeles, CA 90014

- **Long Beach CCAPP Office**
5861 Cherry Ave. Suite 301, Long Beach, CA 90805

Marin County

- **Bayside Marin Treatment Center**
718 4th St, San Rafael, CA 94901

Orange County

- **Cornerstone of So. California**
1950 East 17th Street, #158, Santa Ana, CA 92705

Riverside County

- **Hemet Valley Medical Center– Hospital,**
1117 East Devonshire Avenue, 4th Floor, Hemet, CA 92543

Sacramento County

- **CCAPP Office**
2400 Marconi Ave., Sacramento, CA 95821

Saturday Tuesday and Thursday

San Diego County

- **McAllister Institute**
1400 Johnson Ave. #101, El Cajon, CA 92020

Shasta County

- **First United Methodist Church**
1825 East St. #10 & 11, Redding, CA 96001

Stanislaus County

- **Nirvana**
1100 Kansas Ave. #C, Modesto, CA 95351

Tulare County

- **3107 East Kaweah Avenue Visalia, CA 93292**

Facility Members and Qualifications:

Darin Scharer

28+ years of experience, Certified Substance Abuse and Alcohol counselor, CADC-II CA.

William Ferro

10+ years of experience, Adolescent and Adult Counseling, CADC-II CA.

Charles Yarnell

19+ years of experience, Clinical Services Technician I/II, Behavioral Health Specialist I/II, LAADC.

Nia Casselman

22+ years of experience, Caseworker; Admission Specialist, DUI Instructor Case Manager, Facilities Manager, CADC-II.

Kari Penso

10+ years of experience, Case manager, counselor, program manager. Master's degree in education. CCAPP Certified CADC-CAS.

Sopani Van

10+ years of experience, dual diagnosis and SUD service delivery, CCAPP certified CADC-CAS.

Bobbi Uppal

14+ years of experience, Certified Substance Abuse and Alcohol counselor, CADC-II CA.

Christine Periman

7+ years of experience Licensed Substance Abuse and Alcohol counselor, LAADC-CA.



Last Name First Name Middle Initial Maiden Name

Address City State Zip Code

() ()

Home Telephone Number Work Telephone Number Date of Birth Email

Social Security Number Driver's License Number State Gender

Citizenship: ___US ___Alien Registration ___Other **Marital Status:** (Circle One): Single Married Separated Divorced

Veteran? Yes / No **Ethnic Group:** (Statistical Purpose Only): ___American/Alaskan Indian ___Asian /Pacific Islander
___Hispanic ___White ___Black Other: _____

Please provide **three complete personal references:**

Name Title Phone Number/Email

Name Title Phone Number/Email

Name Title Phone Number/Email

EDUCATIONAL INFORMATION

Do you have a high school diploma, G.E.D. or equivalent? Yes No

HIGH SCHOOL GRADUATED FROM (OR LAST ATTENDED):

Name of Institution City State Date Diploma Received Name on High School Records

Last College Attended: Name/City: _____ Date: _____ Degree: _____

PLEASE FAX, SCAN OR SEND TO:

Education Assistant:
Monica Nelson
Email: Edu@ccapp.us
2400 Marconi Ave #C
Po Box 214127 (mail)
Sacramento, CA 95821
PH: 916-338-9460 Ext. 148
Fax: 916-338-9468
Website: www.ccapp.us

Please Check the Location You Wish To Attend:
Classes are organized by location.

- LA Metro Sacramento (Sat) Riverside
- LA Pasadena Sacramento (T/TH) Fresno
- LA Long Beach Shasta County Marin
- San Diego Stanislaus
- Orange County Tulare

****Courses are currently held online****

Sign: _____ Date: _____

THE CCAPP ACADEMY
ALCOHOL & DRUG STUDIES PROGRAM
2400 Marconi Avenue, Ste. C, Sacramento, CA 95821
Office: (916) 338-9460 Fax: (916) 338-9468

STUDENT ENROLLMENT AGREEMENT

Class Location: 2400 Marconi Ave. Sacramento, CA 95821 (Saturday)

Name: _____

Address _____ City _____ Zip _____

Daytime Phone: _____ Email: _____

DOB: _____ SSN: _____ - _____ - _____

The Enrollment Agreement is covered by the same start and ending dates.

Saturday for All Locations

StStart Date: September 9, 2023 Ending Date: November 3, 2024

The CCAPP Academy is taught in a 336-hour course held over 56 weeks from 9am to 4pm.

I understand that the total fee for the CCAPP Academy is \$3000.00. Staff and volunteers of CCAPP Program Members receive a \$800 discount for the Alcohol and Drug Studies classes. Staff and volunteers of CCAPP Program Members where the program pays for the Alcohol and Drug Studies classes receive a \$1000 discount.

I qualify for the scholarship (must have letter within five weeks) ___ I do qualify ___ I do not qualify for the \$800.00 scholarship.

I qualify for the scholarship (must have letter within five weeks) ___ I do qualify ___ I do not qualify for the \$1000.00 scholarship.

The CCAPP Academy does not accept financial, grants or loans. 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.

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:

1. 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.
2. 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.

The above rates cover the entire cost of the training, including a copy of the workbook, Alcohol and Drug Studies for the Comprehensive Recovery Practitioner.

(California Education Code 94923; Title 5, California Code of Regulations 76120-76140)

The Student Tuition Recovery Fund (STRF) there is a non-refundable assessment rate of \$0.00 per student for enrollment.

STUDENT TUITION RECOVERY FUND DISCLOSURES

“You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. 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 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 assessment, if either of the following applies:

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

“The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency programs 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 or are enrolled in a residency program, 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 process 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 costs.
4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.”

I understand that, when signed, this agreement is legally binding when signed by the student and accepted by the institution.

Any notification of withdrawal or cancellation and any request for refund must be in writing.

STUDENT’S RIGHT TO CANCEL:

The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

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.

If notice of cancellation or withdrawal is made **in writing** through the first day of instruction, CCAPP will refund 100 percent of the amount paid. If the student has received a copy of the workbook and does not return it in reusable condition, a fee of \$150 will be withheld from any refund.

Payment of Refunds:

Any refund due to a student's withdrawal shall be issued by CCAPP within 30 days of receiving student's refund letter. The student has the right to cancel or withdraw no later than **October 9, 2023**.

Refund Policy

The refund for students who have completed 60 percent or less of the program shall be a pro rata refund. CCAPP will deduct a registration fee of \$100 non-refundable from the total charge then divide that remainder by the total hours in the program. The quotient is the total hourly charge for the program.

The amount owed by the student for the purposes of calculating a refund is derived by multiplying the total sessions attended by the daily charge for instruction plus the \$100 non-refundable registration fee. The refund shall be the amount in excess of this calculation that was paid by the student. The amount owed by the student is derived by total hourly charge for instruction, total institutional charge divided by the number of program hours multiplied by the total hours attended by the student.

Example – Full Tuition Students:

Attendance	Total Cost	Less Registration Fee	Less Tuition Due to CCAPP	Less Book Fee	Refund Due Student
336 hrs (\$8.18per hr)	\$3000	\$100	(\$8.18 x 3hrs) \$24.54	\$150	\$2,725.46
336 hrs (\$8.18per hr)	\$3000	\$100	(\$8.18 x 6hrs) \$49.08	\$150	\$2,700.92

Example – Scholarship Students:

Attendance	Total Cost	Less Registration Fee	Less Tuition Due to CCAPP	Less Book Fee	Refund Due Student
336 hrs (\$6.54 per hr)	\$2200	\$100	(\$6.54 x 3hrs) \$19.62	\$150	\$1,930.38
336 hrs (\$6.54 per hr)	\$2200	\$100	(\$6.54 x 6hrs) \$39.24	\$150	\$1,910.76
336 hrs (\$5.95 per hr)	\$2000	\$100	(\$5.95 x 3hrs) \$17.85	\$150	\$1,732.15
336 hrs (\$5.95 per hr)	\$2000	\$100	(\$5.95 x 6hrs) \$35.70	\$150	\$1,714.30

Students completing more than 60 percent of the program will not qualify for a refund.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS/CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits earned at the CCAPP Academy is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in Alcohol & Drug Studies Program is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earned at this institution is 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 CCAPP Academy to determine if your certificate will transfer.

Understanding Regarding the Alcohol and Drug Studies Program

The CCAPP Academy's "Alcohol and Drug Studies" program is career training, not formal education, and is not affiliated with any college or university and the units and certificate you earn in this program will not be transferable to any college or university in the future. In addition, the certificate you earn from the CCAPP Academy will not serve as a basis for obtaining a degree at a college or university.

The CCAPP Academy is taught in a 336-hour course held over 56 weeks from 9am to 4pm.

The CCAPP Academy does not offer a distance education program.

Maximum of 11 absences = 66 hours. A minimum of 70% attendance/participation points is required to graduate.

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, and the most recent three-year cohort default rate, if applicable, prior to signing this agreement.

_____ (initial)

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 information, and the most recent three-year cohort default rate, if applicable, included in the School Performance Fact Sheet, and have signed, initialed and dated the information provided in the School Performance Fact Sheet. _____ (initial)

Registration Fee (non-refundable)	\$ 100.00
Tuition	\$ 2750.00
Scholarship	\$ 0.00
STRF (non-refundable)	\$ 0.00
Workbook (non-refundable)	\$ 150.00
<u>TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE</u>	\$ 3000.00
<u>ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM</u>	\$ 3000.00
<u>TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT</u>	\$ _____

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.

Student Signature

Date:

Student Name (Print)

Date:

Administrative Assistant

Date:

Education Supervisor

Date:

CCAPP is registered with the State of California for the "Alcohol and Drug" training. Registration means we have met certain standards imposed by the state for registered schools on the basis of our written application to the

state. Registration does not mean we have met all of the more extensive standards required by the state for schools that are approved to operate or licensed or that the state has verified the information we submitted with our registration form.

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:

Address: 2535 Capitol Oaks Drive, Suite 400, and Sacramento, CA 95833
P.O. Box 980818 West Sacramento, CA 95798-0818

Telephone & Fax #'s: (888) 370-7589 or by fax (916) 263-1897
(916) 431-6959 or by fax (916) 263-1897

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's internet web site www.bppe.ca.gov