



# CONSUMER INFORMATION MANUAL

**SPANISH-AMERICAN BASIC  
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Dear Student

This Handbook is intended to provide you with a general overview of information and resources that you will need to be able to navigate throughout your time successfully at SABER College. If you have any questions, we are here to help. We pride ourselves in offering individualized attention to every one of our students.

Sincerely

SABER College's Financial Aid Office and Staff

Rev. 07/01/2025

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## **FINANCIAL AID CONSUMER INFORMATION FOR STUDENTS**

The following information is intended for all current and prospective students.

### **Privacy Rights of Students and Parents**

The Family Education Rights and Privacy Act (FERPA) affords students certain rights concerning their education records. The College Catalog explains these rights.

The college encourages all students who wish to be considered for financial assistance to complete a federal financial aid application (FAFSA), which is provided at no cost to the student.

### **Consumer Information from the U.S Department of Education**

Many of the specific eligibility requirements to gain and retain Federal Aid eligibility are found in the publications provided by the U.S. Department of Education and on their website at:

<a href="http://www.studentaid.ed.gov">www.studentaid.ed.gov</a>	Funding Education Beyond High School 2010
<a href="http://www.dl.ed.gov">www.dl.ed.gov</a> .	Borrower Services – Direct Loan Servicing
<a href="http://www.direct.ed.gov">www.direct.ed.gov</a> .	Information about Direct Loans

SABER College makes brochures, pamphlets, applications, and other consumer information available at the Financial Office.

### **FINANCIAL AID INFORMATION – GENERAL:**

#### **STUDENT LOANS AND GRANTS**

*Student loans are borrowed money that must be repaid with interest. Loans cannot be canceled because the student didn't like the education he/she received, didn't find a job in the field of study, or was due to financial difficulties. You, as a student, must understand that loans are legal obligations.*

*It is a good idea to borrow only as much as you need. This will leave you more money for basic expenses and other expenses when you need to start repaying the loan, and the monthly payments will be lower.*

*To learn about federal student loan debts, go to [www.FederalStudentAid.ed.gov](http://www.FederalStudentAid.ed.gov) and find the publication "Learn the Basics and Manage Your Debt."*

*The following Direct Loans are made through the William D. Ford Federal Direct Loan Program which the Department of Education administers.*

### **Direct Stafford Loans**

*These are low-interest loans for eligible students to help cover the cost of higher education at colleges, trade, career, or technical schools. Students borrow directly from the US Department of Education at participating schools. Direct Stafford Loans include the following types of loans.*

- **Direct Subsidized Loans** – *These loans are for students with financial need. The school will review the results of the student's application for FAFSA and determine the amount he/she can borrow. The student is not charged interest while he/she is in school at least half-time and during grace periods and deferment periods.*
- **Direct Unsubsidized Loans** – *The student is not required to demonstrate financial need to receive a Direct Unsubsidized Loan. The school will determine the amount you can borrow. Interest accrues on an unsubsidized loan from when it is first paid out. The interest can be paid while student is in school and during grace periods and deferment or forbearance periods, or you can allow it to accrue and be added to the principal amount of the loan. If a student chooses not to pay the interest as it accrues, this will increase the total amount that has to be repaid because the student will be charged interest on a higher principal amount.*

**Maximum Annual Loan Limits Chart – Subsidized and Unsubsidized Direct and FFEL Stafford Loans**

	<b>Dependent Undergraduate student</b>	<b>Independent Undergraduate Students (and dependent students whose parents are unable to obtain PLUS Loans)</b>
<b>First Year Undergraduate</b>	<b>\$5,500</b> (maximum \$3,500 subsidized)	<b>\$9,500</b> (maximum \$3,500 subsidized)
<b>Second Year Undergraduate</b>	<b>\$6,500</b> (maximum \$4,500 subsidized)	<b>\$10,500</b> (maximum \$4,500 subsidized)
<b>Third Year and beyond Undergraduate</b>	<b>\$7,500</b> (maximum \$5,500 subsidized)	<b>\$12,500</b> (maximum \$5,500 subsidized)

## **INTEREST RATES FOR DIRECT LOAN**

- **Direct Subsidized Loans** – If the first disbursement of your subsidized loan is between July 1<sup>st</sup>, 2010 and June 30<sup>th</sup>, 2011, the interest rate on the loan is fixed at 4.5%. The interest rate on subsidized loans is first disbursed to students between July 1<sup>st</sup>, 2011 and June 30<sup>th</sup>, 2012 will be fixed at 3.4% on or after July 1, 2012 will be 6.8%.

**Direct Unsubsidized Loans** – The interest rate is fixed at 6.8% for all borrowers

### **Interest Rate Reductions for Subsidized Stafford Loans**

First disbursement of a Loan:

<b>Payment Made on or after</b>	<b>And made before</b>	<b>Interest rate on the unpaid balance</b>
<b>July 1, 2010</b>	<b>June 30, 2011</b>	<b>4.5 percent</b>
<b>July 1, 2011</b>	<b>June 30, 2012</b>	<b>3.4 percent</b>
<b>July 1, 2012, or after</b>		<b>6.8 percent</b>

## **OTHER CHARGES FOR DIRECT LOAN**

There is a loan fee on all Direct Subsidized and Unsubsidized Loans. The loan fee is a percentage of each loan the student receives. For loans first disbursed between July 1<sup>st</sup>, 2010, and June 30<sup>th</sup>, 2011, the loan fee is 1.0%. The loan fee will be proportionately deducted from each loan disbursement.

## **FEDERAL PELL GRANT PROGRAM**

A **Pell** Grant is an entitlement program designed to assist undergraduate student in paying for his/her education.

The Federal Pell Grant Program provides need-based grants to low-income undergraduate students to promote access to postsecondary education. Grants amounts are dependent on:

- The student's expected family contribution
- The cost of attendance
- The student's enrollment status (full-time or part-time)

Financial need is determined by the US Department of Education using a standard formula established by Congress. This formula guarantees equal treatment for all applicants. The fundamentals for the standard formula are:

1. The student's income (if the student is independent)
2. The parents' income and assets (if the student is dependent)
3. The family household size
4. The number of family members (excluding parents attending post-secondary institutions).



5. The Estimate Family Contribution (EFC)\* which is the sum of:
  - (a) a percentage of net income
  - (b) a percentage of net assets

\* A pamphlet that describes the formula in detail can be obtained by writing to Federal Student Aid, P. O. Box 84, Washington, D.C 20044.

6. Demonstrate financial need. After filing FAFSA, the student receives Student Aid Report (SAR), or the school receives an Institutional Student Information Record (ISIR)
7. The student must be a high school graduate or hold a GED diploma.

### **APPLICATION FOR FINANCIAL AID**

1. Information and help is provided at the Financial Aid Office at no cost to the student.
2. Students need to obtain a Federal Student Aid PIN (a personal identification number). To obtain a PIN go to: [www.pin.ed.gov](http://www.pin.ed.gov). With the PIN the student can apply and sign their application for Federal Student Aid (FAFSA) at no cost to the student.
3. Provide all the documents needed to apply, including income tax returns W-2 forms, and other records of income. A full list of required documents is available online at: [www.fafsa.ed.gov](http://www.fafsa.ed.gov).
4. Students must complete FAFSA between January 1st and June 30<sup>th</sup>. Students can either apply online or request assistance at the Financial Aid Office
5. Between three (3) and five days, students will receive the Student Aid Report (SAR) from result of the FAFSA application.
6. If necessary, the Financial Aid Office might need to request additional information from the student. It is essential that the student provide the requested information by the set deadline, or he/she might not receive federal student aid.

### **FINANCIAL AID ELIGIBILITY**

1. Students must have a high school diploma or GED diploma.
2. Students must be US citizens or eligible noncitizens.
3. Students must make satisfactory academic progress toward completion of the program.
4. Students must not be in default or owe a refund to any Title IV program.
5. Students must have the required financial aid forms filled and signed.
6. Students must be registered with the Selective Service (For male students between 18 and 25).
7. Students must demonstrate financial need.

### **BORROWER ENTRANCE COUNSELING**

*Before the time of disbursement of the student loan, SABER provides first-time borrowers a Federal Direct Loan entrance counseling. The purpose of the counseling is to provide the student with comprehensive information on the terms and conditions of the loan and the responsibilities of a first-time borrower. The purpose is to:*

- *Explain to the student the loan's effects on the borrower's eligibility for other forms of aid.*
- *Advise the student on the use of the Master Promissory Note.*
- *Explain to the student the seriousness and importance of repayment obligation*
- *Provide the student information on the accrual and capitalization of Interest.*
- *Explain to the student the importance of contacting the appropriate offices if he/she*
- *withdraws before completing a program of study.*
- *Provide the student with a sample of monthly repayment amounts.*
- *Provide the student with the name and contact information of the individual that he/she may contact for questions about the rights and responsibilities or the terms and conditions of the loan.*

### **BORROWER EXIT COUNSELING**

*Shortly before the student (borrower) completes his/her education or withdraws from SABER, the borrower must participate in exit counseling. This counseling will provide information on:*

- *The average anticipated monthly repayment amount*
- *Repayment plan options (to prepay or pay on a shorter schedule).*
- *Use of Master Promissory Note*
- *Seriousness and importance of the student's repayment obligation.*
- *Student (borrower) obligation to repay the total amount of the loan.*

*Students (borrowers) at this exit counseling will have the opportunity to ask questions and concerns that he/she may have about their specific situation.*

**TYPICAL BEGINNING PAYMENTS FOR DIRECT LOAN REPAYMENT PLANS**  
**Estimated Direct Loan Repayment Amounts**

Initial Debt	Standard		Extended		Graduated	
Repayment	Per month	Total	Per month	Total	Per month	Total
2,500	50	3,042	N/A	N/A	25	3,746
5,000	60	7,248	N/A	N/A	42	7,694
7,500	91	10,872	N/A	N/A	63	11,543
10,000	121	14,496	N/A	N/A	84	15,388
15,000	181	21,744	N/A	N/A	127	23,083
20,000	242	28,992	N/A	N/A	169	30,778
25,000	302	36,240	N/A	N/A	211	38,472
30,000	362	43,488	N/A	N/A	253	46,166
35,000	423	50,736	268	80,346	295	53,859
40,000	483	57,984	306	91,824	338	61,554
45,000	544	65,232	344	103,302	380	69,248
50,000	604	72,480	383	114,781	422	76,942

**General Information about the School:**

Information about the college is available on the school website (<http://www.sabercollege.edu>) and the college catalog, and additional information will be made available to students upon request.

**AFFIRMATIVE ACTION PLAN****Non-Discrimination Statement**

*SABER does not discriminate based on age, color, disability, national or ethnic origin, race, sex, or any other characteristic protected by law in the administration of its educational, admission, or registration policies, scholarships, loan programs, employment practices, or any of SABER administered programs.*

*SABER offers equal opportunity in its employment, admissions, and educational programs and activities in compliance with Title VI and VII of the Civil Rights Act of 1964, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, and the American with Disabilities Act of 1990.*

*SABER shall likewise assure equal opportunity to any disabled person who is an applicant, employee, or client unless the disability involved prevents satisfactory performance of the work involved.*

# **SABER COLLEGE SAFETY AND EMERGENCY RESPONSE PROCEDURES**

## **SAFETY**

It is the policy of SABER College to provide the employees, clients and students with a safe environment in which to work and learn, and to keep students and employees well informed about campus safety and security.

All students of this Institution must always wear the school ID.

It is the policy of SABER College to report criminal actions and other emergencies occurring on campus and to maintain records of crimes reported to campus authorities.

The Institution's community is responsible for reporting criminal action and other emergencies occurring on campus to their immediate supervisors, who will, in turn, report them to the Campus Security Survey Administration (CSSA) and who keep records of crimes reported.

## **HEALTH AND SAFETY EXEMPTION**

SABER only discloses personally identifiable information from an education record to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.

## **PERSONAL PROPERTY PROTECTION**

Each individual is responsible for the safeguarding of personal effects in the offices, classrooms or anywhere on the Institution campus. SABER College does not carry insurance on personal property loss and cannot accept responsibility for loss of personal articles, including cash. Report all crimes to your immediate supervisor. The college receptionist oversees the loss and found department, in the case that you lose and find any item, please report it to the receptionist right away.

## **HEALTH AND SAFETY PLAN-Revised March 2025**

### **Purpose**

The purpose of this plan is to recognize the importance of a safe, healthy, and secure environment and to comply with the Clery Act.

Safety is a top priority at the SABER College. In the event of an emergency, the Safety and Recovery Plan will be activated to ensure the safety of our campus.

Faculty, staff, students, and guests are encouraged to be aware of their surroundings and to report unusual activities.

### **Methodology**

**In the event of an accident, we follow the following protocol:**

1. Students and/or faculty are to notify the department director immediately
2. Any accidents that are reported to the Department Director will be dealt with immediately.
3. SABER has readily available first aid supplies (first aid kits are kept at the Dean of Academic Affairs office and in every classroom).
4. If an ambulance needs to be called, dean, directors or their designees will call an ambulance for the person that has had the accident
5. A full emergency report will be submitted to Department Director
6. Accident will be investigated by Administration.

Any accident/crime of larceny-theft, simple assault, intimidation, and destruction, damage or vandalism of property involving bodily injury to a person intentionally because of their race, gender, religion, sexual orientation, ethnicity, or disability will be reported under the category of prejudice.

## **Fire Safety**

- Maintain all fire extinguishers in a fully charged condition and have them inspected annually.
- Update evacuation diagram and maintain it posted.
- Maintain back-up computer data and copies of difficult-to-replace information in fireproof files and in an internal and external secure backup system on the Cloud.
- Maintain employee and student electronic, cellular and address list.
- If conditions permit, move equipment or furnishings out of fire vicinity to minimize damage.
- Arrange security if needed to prevent looting or vandalism.

**In the event of a fire or emergency situation requiring emergency response and evacuation procedures, we follow the following protocol**

### **Methodology**

1. Evacuate building if necessary. DO NOT USE ELEVATOR DURING A FIRE EMERGENCY.
2. Emergency route is posted throughout the school. Locate nearest exit and evacuate building. Students may leave the campus.
3. Do not allow re-entry into the building until cleared by authorities at the scene.
4. If possible, safely secure all valuable records.
5. Keep all doors and windows surrounding the area closed in order to contain the fire or situation. If fire, and conditions permit, move equipment or furnishings out of fire vicinity to minimize damage.
6. Arrange security if needed to prevent looting or vandalism.

**In the event of a crisis situation requiring the use of crisis intervention, the incident will be resolved as follows:**

**Methodology:**

1. Student reports the incident to the instructor
2. The instructor reports the incident to the Program Director
3. The Program Director meets with the Title IX Coordinator to schedule a meeting with the student(s)
4. The Title IX Coordinator and the student(s) meet and discuss details of the incident
5. The Title IX Coordinator identifies the need for services in the community (ex: Jackson Health System's Roxcy Bolton Rape Treatment Center, Miami-Dade Sheriff's Office Victim Advocates Services, Miami-Dade Clerk of Courts for restraining orders in case of stalking, etc.), and sets up an appointment
6. The Coordinator refers the student(s) to appointment
7. The Coordinator confirms that the student(s) went to the scheduled appointment
8. If the student(s) fails to comply with the appointment, the Coordinator will set up another appointment and encourage student(s) to attend the set appointment
9. The coordinator will check that the student(s) kept their appointment

In case the academic advisor identifies the need for counselling services for a specific student, she will refer the student to the coordinator, who will take the above-mentioned steps.

In the event a student shares with anyone on campus that they have suicidal thoughts, they will be referred to the coordinator, who in turn will call 911. This will be on a one-on-one supervision until emergency is addressed



**General Emergency Preparedness Information for Hurricane, Terrorism or an  
Emergency Situation:**

Rumor Control Hotline - Recorded information available 24 hours a day in case of an emergency. In the event of an emergency, the School's Rumor Control Hotline, 305-443-9170 will be activated.

The CEO or designee will provide all instructions in order to ensure maximum coordination. Depending on the severity of the event and the services available, directives (including declaration of the disaster, policies for preparing and recovering from the disaster issued before and after the disaster) will be communicated to employees via electronic/cellular communication (sms using "Text Alertz") or through general coordination announcements. Procedures for canceling classes, closing buildings, releasing employees, etc. will be outlined in the announcements.

**Methodology**

The CEO, Committee, or administrative designee will:

1. Disseminate information to employees, students, etc. utilizing email or phone
2. Determine the need for suspension of classes, dismissal of employees. Cancel services or classes whenever any danger exists to faculty, staff, students, or visitors.
3. Determine the need for the cessation of activities in a building or facility as a result of utility disruption, such as power failure.

**Flow of Information:**

Sudden Emergency such as Police, Hurricane, Tornado, Terrorism or Other Emergency  
Disaster (learned by news, weather reports, police or faculty and students)

## **Methodology**

1. CEO holds meeting with Administration and Clery Act Compliance Committee (CACC) and decides proper management of situation
2. Administration tells staff and students about decisions as described above. If necessary, evacuation, procedures will be implemented as described above.
3. Evacuation procedures and emergency response are publicized in the Catalog and twice a year at time of testing.
4. Emergency response and evacuation procedures are tested twice per year.

## **Hurricane/Storm Plan**

HURRICANE SEASON IS JUNE 1 - NOVEMBER 30

Tropical storm development is constantly monitored by the Administrative Offices. The decision team refers to the CEO and Program Directors or Dean of Academic Affairs.

## **HOTLINES AND WEBSITES**

National Hurricane Center 305/229-4470

[www.nhc.noaa.gov/](http://www.nhc.noaa.gov/)

Miami-Dade Office of Emergency Management Answer Center 305/468-5900

[www.co.miami-dade.fl.us/oem](http://www.co.miami-dade.fl.us/oem)

## **ACTION STEPS – Hurricane**

### **Alert (Hurricane Strike 72 – 36 hours away)**

1. The Decision Team (CACC) meets as needed and monitors the situation (meetings may be conducted by telephone).

### **Watch (Strike 36 – 25 hours away)**

1. The Dean watches news at 9 a.m., noon, and 3 p.m. for updated information
2. Decision Team meets as needed and monitors the situation (meetings may be conducted by telephone).
3. Administration secures the building.
4. Administration maintain back-up computer data and copies of difficult-to-replace information in electronic media in the Cloud.

### **Warning (Strike 24 hours away)**

1. Decision Team meets as needed and monitors the situation continually.
2. Students, faculty, and all employees are informed of the situation by meetings, e-mail, phone SMS, fax, or verbally. If classes are in session, the Dean notifies teachers and students of the decision that has been made.
3. The Rumor Control Hotline is activated so that students can call SABER at 305-443-9170 and be informed of the decision made by Decision Team.
4. Administration finishes securing the offices and classrooms.
5. If travel or campus conditions become (or are about to become) dangerous:
  - a. classes are cancelled.
  - b. all personnel may be released.

6. Computers will be backed up by an internal backup system inside the server and in the Cloud, and in addition, they will be backed up as well on 3 external 3 TB HDD backup system that has a lock and key. Staff have secure access to the backup and in cases of emergency situations, such as a hurricane, it is taken by the IT person to a secure facility.
7. All employees are sent home no less than 18 hours before the hurricane hits so that they are able to secure their own homes.
8. After school is closed, it is the students' responsibility to call the school at 305-443-9170 and listen to the recording letting them know if classes have been cancelled. In all other instances students must check on television, NBC Channel 6 and on SABER Facebook or Instagram.

**General Emergency** – In case of an epidemic, like COVID, the school will design flyers which will be distributed among the staff and student body notifying of any CDC requirements and recommendations.

**Evaluation of the Plan-** SABER tests the emergency response and evacuation procedures at least twice per year and documents a description of the exercise as well as the date and time of the exercise and whether it was announced or unannounced. The evaluation should answer questions such as 1. Did plan have an effect on safety 2. Did plan affect how safe influences and faculty feel inside the school. Were the goals stated in the action plan achieved?

If a student reports to somebody on campus that they feel somehow threatened off campus, that person should be referred to the person in charge, be it an instructor, advisor, coordinator, etc. who will proceed to discuss incident with Coordinator. The coordinator will notify staff, faculty, etc. and will meet with campus security to request that he keeps an eye

on anyone entering campus. The coordinator will keep in close contact with the student as long as there is an active threat. The coordinator will provide the student with a list of community services that a student can access whenever necessary.

The best reward for the evaluation efforts will be confirmation that the plan has met its goals and objectives to create a safer, more secure school.

## **UNIVERSAL EMERGENCY PROCEDURES**

Universal Emergency Procedures are a set of standards, clear directives that may be implemented across a variety of emergency situations, depending on the circumstances.

**There are basic procedures which can be utilized in responding to various emergencies**

<p><b>A. <u>Evacuation</u> (For use when conditions outside are safer than inside)</b></p> <ul style="list-style-type: none"> <li>▶ When announcement is made or alarm sounded:</li> <li>▶ Take the closest and safest way out as posted (use secondary route if primary route is blocked or hazardous)</li> <li>▶ Take roll book for student accounting</li> <li>▶ Assist those needing special assistance</li> <li>▶ Do not stop for student/staff belongings</li> <li>▶ Go to designated Assembly Area</li> <li>▶ Check for injuries</li> <li>▶ Take attendance; report according to Student Accounting and Release Procedures</li> <li>▶ Wait for further instructions</li> </ul>	<p><b>B. <u>Reverse Evacuation</u> (For use when conditions inside are safer than outside)</b></p> <ul style="list-style-type: none"> <li>▶ When the announcement is made:</li> <li>▶ Move students and staff inside as quickly as possible</li> <li>▶ Assist those needing special assistance</li> <li>▶ Report to classroom</li> <li>▶ Check for injuries</li> <li>▶ Take attendance; report according to Student Accounting and Release procedures</li> <li>▶ Wait for further instructions.</li> </ul>
<p><b>C. <u>Lockdown</u> (For use to protect building occupants from potential dangers in the building)</b></p> <ul style="list-style-type: none"> <li>▶ When the announcement is made:</li> <li>▶ Students are to be cleared from the halls immediately and to report to nearest available classroom</li> <li>▶ Assist those needing special assistance</li> <li>▶ Close and lock all windows and doors and do not leave for any reason</li> <li>▶ Cover all room and door windows (check with your local law enforcement regarding the covering of the doors and windows)</li> <li>▶ Stay away from all doors and windows and move students to interior walls and drop</li> <li>▶ Shut off lights</li> <li>▶ <b>BE QUIET!</b></li> <li>▶ Wait for further instructions</li> </ul>	<p><b>D. <u>Shelter in Place</u> (For use in external gas or chemical release)</b></p> <ul style="list-style-type: none"> <li>▶ When the announcement is made:</li> <li>▶ Students are to be cleared from the halls immediately and to report to nearest available classroom or other designated location</li> <li>▶ Assist those needing special assistance</li> <li>▶ Close and tape all windows and doors and seal the gap between bottom of the door and the floor (external gas/chemical release)</li> <li>▶ Take attendance; report according to Student Accounting and Release procedures</li> <li>▶ Do not allow anyone to leave the classroom</li> <li>▶ Stay away from all doors and windows</li> <li>▶ Wait for further instructions</li> </ul>

### **Availability of Employee for Dissemination Purposes**

SABER College has designated two employees who are available on a full-time basis to assist enrolled or prospective students in obtaining information on the school, financial assistance, graduation and completion rates, security policies, and crime statistics. Additional staff members are trained to provide this information if they are not available. Note each employee's designated area of oversight.

For information on the school, financial assistance, graduate rates, and completion rates, contact:

Dayanis Camps  
Financial Aid Advisor  
(305)443-9170 Ext. 233  
dayanis@sabercollege.edu

For information pertaining to security policies and crime statistics, contact:

Dulce Estevez  
Policies and Procedures Coordinator/Personnel Manager, CSSA  
(305)443-9170 Ext. 249  
destevez@sabercollege.edu

## **DRUG AND ALCOHOL PREVENTION INFORMATION**

### **Dangers of Drugs & Alcohol Uses and Effects**

According to the American Council for Drug Education, there are nearly 15 million alcoholics in America. In addition, alcohol contributes to nearly 100,000 deaths annually. Various drugs produce different effects on the body. Some stimulants or narcotics increase the activity of the brain, while some depressants slow down the body's systems. Alcohol and drugs can damage different body organs, including the liver, heart, kidneys, brain and nervous system. Also, drugs and alcohol can lead to a wide range of medical and mental problems.

### **Neurological Effects**

Alcohol and drugs may lead to such neurological complications as coordination problems, impaired vision, blackouts and short-term memory loss. Although alcohol initially offers a soothing effect, it impairs concentration and slows down one's reflexes, which is especially dangerous when driving.

### **Dangers of Drugs & Alcohol Uses and Effects During Pregnancy**

Women who drink alcohol during pregnancy may give birth to babies with fetal alcohol syndrome. These babies will have irreversible physical abnormalities and mental retardation.

### **Drug and Alcohol Policy**

SABER College is a Drug-and-alcohol-free Institution. Possession, use, or being under the influence of a controlled substance while on campus property is strictly forbidden and is illegal by State and Federal law. Violation of this policy by students, and/or employees will meet with disciplinary action up to and including dismissal from college.

Students and or employees must notify the college of any criminal drug and alcohol statute conviction for a violation taking place in the educational environment no later than five (5) days after such conviction. In compliance with the Drug-Free Workplace Act of 1988, the institution's workplace covers the following location.

SABER College campus is located at 3990 West Flagler Street, Miami, or any off-site location, (clinical rotations, field trips, luncheons, meetings, etc.) used for school related activities.

### **Non-Compliance with the terms of SABER College Drug-Free-Alcohol-Free Policy**

Any student or employee of SABER College that does not comply with this policy will be subject to the following action: Student or employee would be required to participate in a drug or alcohol abuse assistance or rehabilitation program approved by federal, state or local health, law enforcement or appropriate agency.

- |   |   |
|---|---|
| 1. Dade Family Counseling/Families in Action                        | North: 305-621-6160<br>Hialeah: 305-827-3298<br>South: 305-267-7322 |
| 2. Alcoholics Anonymous   | 305-461-2424  |
| 3. Al-Anon  | 305-663-1432  |
| 4. Here's Help (Substance Abuse Program)                            | North: 305-685-8201<br>South: 305-238-8500                          |
| 5. Switchboard of Miami   | 305-358-4357  |
| 6. National Clearing House for Alcohol and Drug Treatment – Hotline | 1-800-662-4357  |
| 7. Miami Behavioral Health Center                                   | 305-774-3300  |



## **FEDERAL PENALTIES AND SANCTIONS FOR ILLEGAL POSSESSION OF A CONTROLLED SUBSTANCE:**

21 U.S.C. 844(a)

1st conviction: Up to 1 year imprisonment and fined at least \$1,000 but not more than \$100,000, or both.

After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000, or both.

After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least \$5,000 but not more than \$250,000, or both.

Special sentencing provisions for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000, or both, if:

- (a) 1<sup>st</sup> conviction and the amount of crack possessed exceeds 5 grams.
- (b) 2<sup>nd</sup> crack conviction and the amount of crack possessed exceeds 3 grams.
- (c) 3<sup>rd</sup> or subsequent crack conviction and the amount of crack possessed exceeds 1 gram,

21 U. S. C. 853 (A)(2) AND 881 (A) (7)

Forfeiture of personal and real property used to possess or facilitate possession of a controlled substance if that offense is punishable by more than 1 year imprisonment

21 U. S. C. 861 (A) (4)

Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance

21 U. S. C. 844a

Civil fine up to \$10,000 (pending adoption of final regulations)

21 U. S. C. 853a

Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for the first offense, up to 5 years for second and subsequent offenses

18 U. S. C. 922(8)

Ineligible to receive or purchase a firearm

### **Miscellaneous**

Revocation of certain Federal licenses and benefits, e.g. pilots' licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies.

NOTE: These are only Federal penalties and sanctions. Additional State penalties and sanctions may apply.

## **LOCAL PENALTIES AND SANCTIONS FOR ILLEGAL POSSESSION OF A CONTROLLED SUBSTANCE AND ALCOHOL:**

In addition to the aforementioned federal and the following state sanctions, local ordinances generally provide for legal sanctions for unlawful possession or distribution of illicit drugs and alcohol.

## **STATE OF FLORIDA PENALTIES AND SANCTIONS FOR ILLEGAL POSSESSION OF A CONTROLLED SUBSTANCE**

### **BLOOD ALCOHOL LEVEL OF .05**

1<sup>st</sup> OFFENSE: Imprisonment for not more than 1 year and/or \$350-\$500 fine; suspension of license at least 6 months.

2<sup>nd</sup> OFFENSE: Within 10 years, fine of not less than \$500; 1 year license revocation.

## **CAMPUS SECURITY REPORT**

### **PURPOSE**

It is the policy of SABER College to provide the students, clients and employees with a safe environment in which to work and learn, and to keep students, and employees well informed about campus security. It is the policy of SABER College to report criminal actions and other emergencies occurring on campus and to maintain records of crimes reported to campus authorities.

This institution's community is responsible for reporting criminal actions and other emergencies occurring on campus to their immediate supervisors, who will in turn report them to the CACC, and who keeps records of crimes reported. If assistance is required from the police or fire unit, Administration will contact emergency 911. If danger is imminent, any Department Head may do likewise. SABER College will make a reasonable good-faith effort to obtain crime statistics from appropriate law enforcement agencies, to include in an annual security report and the Web-based report to ED. Those wishing to see the area's crime report can access: [www.miamidade.gov/myneighborhood](http://www.miamidade.gov/myneighborhood).

## **The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act**

The Clery Act (originally known as the “Campus Security Act”) was enacted by the United States Congress and signed into law in 1990 and then later was amended in 1992 and 1998. The Clery Act law applies to all institutions of higher education, both public and private that participate in any federal student aid programs requires schools to publicly disclose 3 years of campus crime statistics and basic security policies. As required by the Clery Act, SABER College has its own plan to report criminal actions, other emergencies occurring on campus and its own policies concerning SABER College response to such reports. The full description of the Clery Act- Statement of Policy is available in the College Catalog.

## **Changes to Clery Act made by the Violence Against Women Reauthorization Act of 2013 (VAWA)**

On March 7, 2013, President Obama signed the VAWA, which, among other provisions, amended section 485(f) of the Higher Education Act of 1965, as amended (HEA) otherwise known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). The Clery Act require institutions to compile statistics for incidents of domestic violence, dating violence, sexual assault, and stalking and to include certain policies, procedures, and programs pertaining to these incidents in the annual security reports (ASRs). The change requires institutions to include this new information in the ASR beginning with the ASR that must be provided to students, employees and prospective students and employees by October 1, 2014.

**DOMESTIC VIOLENCE** “Domestic Violence” means a felony or crime of violence committed by:

- current or former spouse or intimate partner of the victim
- a person with whom the victim shares a child in common
- a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner
- a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or
- By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**DATING VIOLENCE** “Dating Violence” means violence committed by a person:

- Who is or has been in a social relationship of a romantic or intimate nature with the victim.
- The existence of such a relationship shall be determined by the victim with consideration of the following:
  - the length of the relationship,
  - the type of relationship; and
  - the frequency of interaction between the people involved in the relationship

**SEXUAL ASSAULT/ VIOLENCE** “Sexual Violence” means physical sexual acts perpetrated against a person’s will or when a person is incapable or giving consent either due to the age of the student or use of drugs or alcohol, or because an intellectual or other disability prevents the student from having the capacity to give consent. Several different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, sexual abuse and sexual coercion. Sexual violence is a form of sexual harassment.

If you are victim of sexual assault, first seek safety and then immediate medical attention. SABER College strongly encourages any victim of sexual assault to report the incident in a timely manner. Time is a critical factor in the collecting and preserving of evidence. It is recommended that a victim of sexual assault should not wash, douche, use the restroom, or change clothes prior to a medical examination. An assault should be reported to the local police department by dialing 911 or reporting the incident to the Campus Dean who can assist you with the reporting of a sexual assault.

All alleged sex offenses are subject to SABER disciplinary action. A student found guilty of violating the sexual misconduct policy could be criminally prosecuted and expelled from SABER College.

SABER College strongly advises victims of sexual assault to seek counseling. Local organizations that specialize in crises counseling include:

- Switchboard of Miami- Dial 211 or call (305) 358-Help(4357)- (305) 644-9449 (TTY)
- Miami Behavioral Health Center – (305) 774-3616
- RAINN-Rape, Abuse & Incest National Network (800) 656-4673
- Victims of Crimes Services (305) 230-6141
- Opa-locka Domestic Police Department Violence Intervention Unit (305) 953-2838
- Baptist Health-Women’s Health Center (786) 596-5981

**STALKING** “Stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for his or her safety or the safety of others; or
- Suffer substantial emotional distress- substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

### **INFORMATION ABOUT REGISTERED SEXUAL OFFENDER AND SEXUAL PREDATOR**

In compliance with the “Campus Sex Crime Prevention Act” (CSCPA) of 2000, SABER College maintains an electronic link to the Florida Department of Law Enforcement Sex Offender Registry. According to this act, all institutions of higher education must issue a statement informing the campus community where it can access the state sex offender registry. The CSCPA requires State registered sex offender to report any institution of higher education in which he/she is employed, carries a vocation, or is a student and of each change in enrollment or employment status of the person at such an institution.

The Florida Department of Law Enforcement (FDLE) is responsible for maintaining the Florida Sexual Offenders and Predators website for interested parties to search their database of sexual offenders and predators. This database may be used to search sexual offenders and predators by name, address, city, county, or zip code. Follow the link below for access.

<http://offender.fdle.state.fl.us/offender/homepage.do>

## CRIME REPORT

The reports that follow serve as public disclosure of the Clery Crime Statistics.

**SABER College**  
**Clery Act Statistics for January 1<sup>st</sup>, 2024 – December 31<sup>st</sup>, 2024**  
**Main Campus**  
**3990 West Flagler St.**  
**Miami, Florida 33134**  
**Non-Residential Campus**

<b>Criminal Offenses – Offense Type</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>
Murder/Non-Negligent Manslaughter	2024	0	0
Manslaughter by Negligence	2024	0	0
Robbery	2024	0	0
Aggravated Assault	2024	0	0
Burglary	2024	0	0
Motor Vehicle Theft	2024	0	0
Arson	2024	0	0
Rape	2024	0	0
Fondling	2024	0	0
Incest	2024	0	0
Statutory rape	2024	0	0
<b>Hate Crimes – Offense Type</b>		<b>On Campus</b>	<b>Public Property</b>
Murder/Non-Negligent Manslaughter	2024	0	0
Rape	2024	0	0
Fondling	2024	0	0
Incest	2024	0	0
Statutory Rape	2024	0	0
Robbery	2024	0	0
Aggravated Assault	2024	0	0
Burglary	2024	0	0
Motor Vehicle Theft	2024	0	0
Arson	2024	0	0
Simple Assault	2024	0	0
Larceny-theft	2024	0	0
Intimidation	2024	0	0
Destruction/damage/vandalism of property	2024	0	1
<b>Arrests – Offense Type</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>
Weapons: carrying, possession, etc.	2024	0	0
Drug abuse violations	2024	0	0
Liquor law violations		0	0

<b>Disciplinary Actions – Offense Type</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>
Weapons: carrying, possession, etc.	2024	0	0
Drug abuse violations	2024	0	0
Liquor law violations	2024	0	0
<b>VAWA Offenses - Offense Type</b>			
Domestic Violence	2024	0	0
Dating Violence	2024	0	0
Stalking	2024	0	0
<b>Unfounded Crimes – Offense Type</b>			
Total unfounded crimes	2024	0	0

**SABER College**  
**Clery Act Statistics for January 1<sup>st</sup>, 2023 – December 31<sup>st</sup>, 2023**  
**Main Campus**  
**3990 West Flagler St.**  
**Miami, Florida 33134**  
**Non-Residential Campus**

<b>Criminal Offenses – Offense Type</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>
Murder/Non-Negligent Manslaughter	2023	0	0
Manslaughter by Negligence	2023	0	0
Robbery	2023	0	0
Aggravated Assault	2023	0	0
Burglary	2023	0	0
Motor Vehicle Theft	2023	0	1
Arson	2023	0	0
Rape	2023	0	0
Fondling	2023	0	0
Incest	2023	0	0
Statutory rape	2023	0	0
<b>Hate Crimes – Offense Type</b>		<b>On Campus</b>	<b>Public Property</b>
Murder/Non-Negligent Manslaughter	2023	0	0
Rape	2023	0	0
Fondling	2023	0	0
Incest	2023	0	0
Statutory Rape	2023	0	0
Robbery	2023	0	0
Aggravated Assault	2023	0	0
Burglary	2023	0	0
Motor Vehicle Theft	2023	0	0
Arson	2023	0	0
Simple Assault	2023	0	0
Larceny-theft	2023	0	0
Intimidation	2023	0	0
Destruction/damage/vandalism of property	2023	0	0
<b>Arrests – Offense Type</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>
Weapons: carrying, possession, etc.	2023	0	0
Drug abuse violations	2023	0	0
Liquor law violations	2023	0	0



<b>Disciplinary Actions – Offense Type</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>
Weapons: carrying, possession, etc.	2023	0	0
Drug abuse violations	2023	0	0
Liquor law violations	2023	0	0
<b>VAWA Offenses - Offense Type</b>			
Domestic Violence	2023	0	0
Dating Violence	2023	0	0
Stalking	2023	0	0
<b>Unfounded Crimes – Offense Type</b>			
Total unfounded crimes	2023	0	0

**SABER College**  
**Clery Act Statistics for January 1<sup>st</sup>, 2022 – December 31<sup>st</sup>, 2022**  
**Main Campus**  
**3990 West Flagler St.**  
**Miami, Florida 33134**  
**Non-Residential Campus**

<b>Criminal Offenses – Offense Type</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>
Murder/Non-Negligent Manslaughter	2022	0	0
Manslaughter by Negligence	2022	0	0
Robbery	2022	0	0
Aggravated Assault	2022	0	0
Burglary	2022	0	0
Motor Vehicle Theft	2022	0	0
Arson	2022	0	0
Rape	2022	0	0
Fondling	2022	0	0
Incest	2022	0	0
Statutory rape	2022	0	0
<b>Hate Crimes – Offense Type</b>		<b>On Campus</b>	<b>Public Property</b>
Murder/Non-Negligent Manslaughter	2022	0	0
Rape	2022	0	0
Fondling	2022	0	0
Incest	2022	0	0
Statutory Rape	2022	0	0
Robbery	2022	0	0
Aggravated Assault	2022	0	0
Burglary	2022	0	0
Motor Vehicle Theft	2022	0	0
Arson	2022	0	0
Simple Assault	2022	0	0
Larceny-theft	2022	0	0
Intimidation	2022	0	0
Destruction/damage/vandalism of property	2022	0	0
<b>Arrests – Offense Type</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>
Weapons: carrying, possession, etc.	2022	0	0
Drug abuse violations	2022	0	0
Liquor law violations	2022	0	0

<b>Disciplinary Actions – Offense Type</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>
Weapons: carrying, possession, etc.	2022	0	0
Drug abuse violations	2022	0	0
Liquor law violations	2022	0	0
<b>VAWA Offenses - Offense Type</b>			
Domestic Violence	2022	0	0
Dating Violence	2022	0	0
Stalking	2022	0	0
<b>Unfounded Crimes – Offense Type</b>			
Total unfounded crimes	2022	0	0

## **NEW ENROLLMENTS STUDENT ETHNICITY**

**FISCAL YEAR July 1<sup>st</sup>, 2024 – June 30<sup>th</sup>, 2025**

	<b>Men</b>	<b>Woman</b>	<b>Total</b>	<b>%</b>
<b>American Indian or Alaska Native</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Asian</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Black or African American</b>	<b>0</b>	<b>5</b>	<b>5</b>	<b>1.01</b>
<b>Hispanic</b>	<b>95</b>	<b>392</b>	<b>487</b>	<b>98.79</b>
<b>Native Hawaiian or Other Pacific Islander</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Nonresident</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Two or more races</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>White</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0.2</b>
<b>Total</b>				<b>100%</b>

**FISCAL YEAR July 1<sup>st</sup>, 2023-June 30<sup>th</sup>, 2024**

	<b>Men</b>	<b>Woman</b>	<b>Total</b>	<b>%</b>
<b>American Indian or Alaska Native</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Asian</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Black or African American</b>	<b>2</b>	<b>7</b>	<b>9</b>	<b>4.87</b>
<b>Hispanic</b>	<b>50</b>	<b>126</b>	<b>176</b>	<b>95.13</b>
<b>Native Hawaiian or Other Pacific Islander</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Nonresident</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Two or more races</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>White</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total</b>				<b>100%</b>

**FISCAL YEAR July 1<sup>st</sup>, 2022 – June 30<sup>th</sup>, 2023**

	<b>Men</b>	<b>Woman</b>	<b>Total</b>	<b>%</b>
<b>American Indian or Alaska Native</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Asian</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Black or African American</b>	<b>0</b>	<b>5</b>	<b>5</b>	<b>2.81</b>
<b>Hispanic</b>	<b>46</b>	<b>126</b>	<b>172</b>	<b>96.63</b>
<b>Native Hawaiian or Other Pacific Islander</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Nonresident</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Two or more races</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>White</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0.56</b>
<b>Total</b>				<b>100%</b>

**ANNUAL GRADUATION /RETENTION AND PLACEMENT RATE**

**FROM 07/01/24-06/30/25**

<b>PROGRAMS</b>	<b>GRADUATION RETENTION RATE</b>	<b>*PLACEMENT RATE</b>
<b>NURSING AS CIP 51.0806</b>	<b>80%</b>	<b>N/A</b>
<b>PHYSICAL THERAPY ASSISTANT CIP 51.3801</b>	<b>89%</b>	<b>N/A</b>
<b>VESL CIP 13.1401</b>	<b>92%</b>	<b>N/A</b>

**\*Will be available later in the year**

**FROM 07/01/23 to 06/30/24**

<b>PROGRAMS</b>	<b>GRADUATION RETENTION RATE</b>	<b>PLACEMENT RATE</b>
<b>NURSING AS CIP 51.0806</b>	<b>83%</b>	<b>71%</b>
<b>PHYSICAL THERAPY ASSISTANT CIP 51.3801</b>	<b>78%</b>	<b>100%</b>

**FROM 07/01/22 to 06/30/23**

<b>PROGRAMS</b>	<b>GRADUATION RETENTION RATE</b>	<b>PLACEMENT RATE</b>
<b>NURSING AS CIP 51.0806</b>	<b>70%</b>	<b>100%</b>
<b>PHYSICAL THERAPY ASSISTANT CIP 51.3801</b>	<b>88%</b>	<b>100%</b>

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