ACCSC Graduation and Employment Chart

School #: **74521** Name of School: Gnomon Report Date: **July-25**

City: **North Hollywood** St: **CA** Zip: 91606 Phone: 323-466-6663 Email: ricia.winters@gnomon.

Program Title: Bachelor of Fine Arts in Digital Production Program Length in Months: **48**

Beginning Date of 12 Month Reporting Period: **Apr-18** Ending Date of 12 Month Reporting Period: **Mar-19**

Please See the Glossary Tab (below) for a Line-By-Line Reference to All Terms Used in this Chart

	Class Start Date (month/year)	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	TOTAL	%	%=
2	Number Started	6	0	0	9	0	0	14	0	0	12	0	0	41	100%	
3	Transfers to Another Program/Cohort	0	0	0	0	0	0	0	0	0	0	0	0	0		3/2
4	Transfers from Another Program/Cohort	0	0	0	0	0	0	4	0	0	1	0	0	5	12%	4/2
5	Total Starts plus/minus Transfers	6	0	0	9	0	0	18	0	0	13	0	0	46	100%	
6	Unavailable for Graduation	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	6/5
7	Students Available for Graduation	6	0	0	9	0	0	18	0	0	13	0	0	46	100%	7/5
8	Withdrawn/Terminated Students	2	0	0	1	0	0	0	0	0	2	0	0	5	11%	8/5
9	Graduates within 150% of Program Length	4	0	0	8	0	0	18	0	0	11	0	0	41	89%	9/7
10	**GRADUATION RATE**	67%	####	####	89%	####	####	100%	####	####	85%	####	####	89%		9/7
11	Graduates - Further Education	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	11/9
12	Graduates - Unavailable for Employment	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	12/9
13	Graduates - Available for Employment	4	0	0	8	0	0	18	0	0	11	0	0	41	100%	13/9
14	Graduates - Employed in Field	4	0	0	8	0	0	17	0	0	11	0	0	40	98%	14/9
15	**EMPLOYMENT RATE**	100%	####	####	100%	####	####	94%	####	####	100%	####	####	98%		14/13
16	Graduates - Unrelated Occupations	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	16/13
17	Graduates - Unemployed	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	17/13
18	Graduates - Unknown	0	0	0	0	0	0	1	0	0	0	0	0	1	2%	18/13

If there is a value other than zero in any of these fields, then there is an error in the data:

Checking Calculation of Graduates	0	0	0	0	0	0	0	0	0	0	0	0	0	
Checking Calculation of Available for Employment	0	0	0	0	0	0	0	0	0	0	0	0	0	
Checking Placement Accountability	0	0	0	0	0	0	0	0	0	0	0	0	0	

		Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	TOTAL	%	%=
19	Non-Graduated Students Who Obtained Training Related Employment	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	19/5
20	**Employment Rate with Non-Graduated Students Who Obtained Training Related Employment**	100%	####	####	100%	####	####	94%	####	####	100%	####	####	98%		

If the value is greater than zero in any of these fields, then there is an error in the data:

Checking Calculation of Non-Graduated Students	-2	0	0	-1	0	0	0	0	0	-2	0	0	-5	

Revised July 1, 2017

Glossary of Terms Used on the ACCSC Graduation and Employment Chart

G&E Chart Line #	All Data Included in the Graduation and Employment Chart Must Be Verifiable Through Appropriate Documentation
1	**Class Start Date:** The month and year each student cohort, or groups of student cohorts, started (a group of student cohorts occurs when there are multiple class starts within a single month).
2	**Number Started:** The number of students who started in the program for each start date in the period, including students entering with advanced placement. **Start:** Students are considered to have been in attendance for reporting purposes (a "start") if, as a result of their attendance, they incur a tuition/fee or other financial obligation as specified by the institution's refund policy. Fees or other obligations (i.e., uniforms, tools, etc.) are only those associated with actual attendance; not those considered part of the application for admission or enrollment process. In any event, any student enrolled 15 days from the scheduled start date of the program must be classified as a "start" for the purpose of reporting students on the Graduation and Employment Chart.
3	**Transfers to Another Program/Cohort:** 1. The total number of students who transferred out of this program and into another ACCSC-approved program at the school; 2. The total number of students for this program who: a. Return from an approved leave of absence; b. Are unable to complete the program within 150% of the normal program length from the original start date due to the leave of absence; and c. Transfer to a later cohort in order to graduate within 150% of the normal program length as adjusted based on the length of the approved leave of absence.
4	**Transfers from Another Program/Cohort:** The total number of students who transferred into this program from another ACCSC-approved program at the school, and whose progress in the program is concurrent with the students in this class start date and the total number of students for this program who return from an approved leave of absence and transfer from an earlier cohort as allowed by the "Transfers to Another Program/Cohort" glossary definition.
5	**Total Starts plus/minus Transfers (Line 5 = 2-3+4):** The total number of students who started, minus those who transferred out, plus those who transferred in. This is the total number of students on which graduation will be based.
6	**Unavailable for Graduation:** This category removes from the graduation rate calculation students who fall into one of the following classifications: death, incarceration, active military service, or the onset of a medical condition that prevents continued enrollment.
7	**Available for Graduation (Line 7=5-6):** The total number of students available for graduation from the program.
8	**Withdrawn / Terminated Students:** The number of students who withdrew or were terminated, within 150% of the program length, from the program. This number does not include the student classified as "Unavailable for Graduation" (Line 6).
9	**Graduates within 150% of Program Length:** The number of students who graduated from the program within 150% of the stated program length.
10	**GRADUATION RATE:** The school's official graduation rate for each cohort and for the program for the reporting period (Line 10 = 9/7).
11	**Graduates - Further Education:** The number of graduates that continue on with education in an accredited postsecondary institution on at least a half-time basis.
12	**Graduates - Unavailable for Employment:** This category removes from the employment rate calculation graduates who fall into one of the following categories: death, incarceration, active military service, the onset of a medical condition that prevents employment, or international students who are enrolled on the basis of a student or work visa and are ineligible for sustainable employment in the United States post graduation. If international students as defined here represent a majority (i.e., more than 50%) of the Total Starts for the program (Line 5), then the school may not use the "international student" exclusion.
13	**Available for Employment (Line 13 = 9-11-12):** The total number of students available for employment.
14	**Graduates - Employed in Field:** The number of graduates employed in jobs for which the program trained them. NOTE: Graduates classified as employed must be supported by documentation showing position obtained, date employed, employer, and employer contact person, address, and phone.
15	**EMPLOYMENT RATE:** The school's official rate of graduate job attainment for each cohort and for the program for the reporting period (Line 15=14/13). The school's official rate of employment is that which is used to determine compliance with accreditation requirements.
16	**Graduates in Unrelated Occupations:** The number of graduates employed in jobs not related to the training obtained from the school's program.
17	**Graduates Unemployed:** The number of unemployed graduates.
18	**Graduates Unknown:** The number of graduates for which no information about employment or unemployment is available.
19	**Non-Graduated Students Who Obtained Training Related Employment:** The number of withdrawn/terminated students from Line 8 who obtain employment in a field related to the program in which the student was enrolled and based upon the training provided by the school.
20	**Employment Rate with Non-Graduated Students Who Obtained Training Related Employment:** The school's supplemental employment rate which calculates the total number or graduated and non-graduated students who obtained training related employment.

Instructions for activating the self-calculating beginning and ending dates into the Graduation & Employment ("G&E") Chart:

a.   Use the **File** menu **Save As** function to save each chart separately under a different name.

b.   Click on the **G&E Chart** tab at the bottom of the screen.

c.   Once in the **G&E Chart** tab, calculate the Reporting Period:

        - Enter the required **Report Date** as provided or directed by the Commission in the following format: July 2021, then

        - Enter the **Program Length in Months** (round up to the nearest whole number). The Beginning and Ending dates of the 12-month Reporting Period will automatically be filled in on the chart.

        If the dates do not appear, go to **File**, **Options**, **Add-Ins**. From the Add-Ins available list, select **Analysis ToolPak.** The Analysis ToolPak function is automatically loaded and you are now ready to proceed with completing a chart for each approved program.

Please note when completing the G&E Chart, under "Class Start Date," use the full four digit year (ex. Jul-2019 or 7/2019).

enter student starts within the 12-month reporting period by For any questions or additional information, please contact Sean Forman at **703-247-4505** or **sforman@accsc.org**.