To: Kevin Harral, Financial Aid Director, Foothill College
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From: Lourdes Del Rio-Parent, PhD,
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Date: January 25th, 2012
Re: Gainful Employment Disclosure Report

Gainful Employment (GE) Program Disclosures for 2012 are provided in this report, which purpose is to address each individual requirement referred to in the regulations¹ by the Department of Education, while at the same time, inform both students and other stakeholders regarding the methodology used for each disclosure in this report and any program performance issue suggested by the data.

Public institutions are required to report the information below about students who earned a certificate in a Title IV eligible educational program (i.e. eligible for federal financial aid) that leads to gainful employment in a recognized occupation. Specific to this report, GE programs are defined as those leading to a certificate with a vocational TOP code (i.e., coursework prepares student in a recognized occupation) and 24 or more quarter units (i.e. applicable for financial aid) students completed during the 2011-12 academic year at Foothill College.

¹ GE disclosure regulation at 34 CFR 668.6(b). More information available at: https://www.ifap.ed.gov/dpcletters/GEN1110.html
GE Requirement Disclosures Methodology/Results:

1. The titles of all vocational certificates eligible for financial aid awarded in 2011-12 at Foothill College are shown in Table 1, including the original head count (all students included) and the GE student count (students who were awarded the certificate, but not a degree during the same year). The distinction between students who were awarded a certificate with a degree and those without a degree is important for, as stated by regulation, “Note that awarding students one or more certificates as part of a degree program does not create GE programs based upon the awarding of the certificate(s).”

2. Occupations by name and Standard Occupational Classification (SOC) codes that the program prepares the student to enter are shown in Table 2. Program CIP codes were used to identify related SOC codes. The crosswalk between CIP and SOC codes were then individually reviewed. Only students who earned a certificate without a degree the last academic year (2011-12) were included in the analysis/headcount. Otherwise, costs and completion rates for the program would be inflated and misleading, for these figures would relate to a student pursuing a degree (more time and higher costs), not a certificate.

3. Normal time for completing the program is shown in Table 3. Normal time was defined as the number of quarters a full-time student (with a load of 12 credit units, minimum required for financial aid for most students) would take to finish the program. For example, a program of 27 units would take a student 2.25 or 3 quarters to finish. The numbers of units for each program were reviewed/updated by the Evaluations & Graduation Coordinator at the College. Part-time completion rates are also included, given that for some of these programs the majority of student enrolled part-time.

4. On-time completion rates are shown in Table 4. To calculate the completion rate the number of students who completed the GE program during the reporting year within normal time was divided by the total number of students who completed the program during the same year (2011-12), then multiplied by 100. For students who have not been awarded a prior certificate or degree at Foothill College, the time the student took to complete the program was operationally defined as the number of primary quarters since the first date of the quarter the student first attended the College until the last date of the quarter in which the certificate was awarded. For students with a prior degree or certificate at Foothill College, the start date refers to the first date of attendance after the last degree or certificate awarded at this College. A student was identified to have graduated on time if the number of primary quarters since he or she began attendance at the College was equal or less than the number of quarters estimated for completing the program. Other figures provided to better understand

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3 In some programs, students who earned a degree are also awarded related certificates at the same time. These were excluded for the actual program is a degree, not the certificate.

4 To only account for primary quarter (exclude summer intersections), number of months between dates was divided by 4, or 3 quarters per year.
on-time completion rates included the median\(^5\) for the distribution of (a) the average number of credit units students in the program enrolled every quarter, and (b) the number of primary terms used as a measure of time for completing the program. Information was only provided for programs with 10 or more students.

5. Tuition (based on cost per credit unit) and fees for completing the program in normal time, including costs for books and supplies are shown in Table 3. The information is available at the financial aid web site and is based on the number of quarters required to complete the program in normal time (estimated number of quarters).

6. Median educational loan debt incurred by completers, as reported in the MIS Financial Aid Report (FA), are shown in Table 5 and disclosed in three categories:
   a. Title IV Loans (award codes: LG, LH, LS, LL)
   b. Private Loans (award codes: LN)
   c. Institutional Debt (award codes: LI)

\(^5\) Median, the value at midpoint of a frequency distribution, is used as measure of central tendency when trying to avoid the influence of extreme data points.