



## Students Right to Know Disclosure

### Placement Rates

Placement rates are the percentage of graduates from a given program who have acquired jobs within their field of student. This information was compiled via surveys of alumni and their employers using personal contact and verification services as part of the employment verification process required by our accrediting agency, Accrediting Counsel for Continuing Education and Training (ACCET). The information below was collected between 2017 and 2019.

Report Year	Program	Placement Rate
2019	Air/Mixed Gas Commercial Diver	95.7%
2019	Maritime Welding – 858 Clock Hours	100%
2019	Maritime Welding – 720 Clock Hours	66.67%
2018	Air/Mixed Gas Commercial Diver	94.07%
2018	Maritime Welding – 720 Clock Hours	76.92%
2017	Air/Mixed Gas commercial Diver	92.31%
2017	Maritime Welding – 720 Clock Hours	89.47%

### Completion Rates

This section lists the percentages of graduating students in a given year who have completed their program within 150% of normal program length as indicated by the Institute. The following information is based on institutional data submitted annually to our accrediting agency, Accrediting Counsel for Continuing Education and Training (ACCET), which sets benchmarks for on-time graduation rates.

Report Year	Program	Completion Rate
2019	Air/Mixed Gas Commercial Diver	80.83%
2019	Maritime welding – 858 Clock Hours	88.89%
2019	Maritime Welding – 720 Clock Hours	75%
2018	Air/Mixed Gas Commercial Diver	73.64%
2018	Maritime Welding – 720 Clock Hours	75%
2017	Air/Mixed Gas Commercial Diver	77.07%
2017	Maritime Welding – 720 Clock Hours	91.67%

## Financial Aid Information

CDA Technical Institutes Financial Aid office is available to assist students with developing a financial plan to pay for their program of study. For those students needing financial assistance, federal student aid is financial help available to eligible students and assists with paying for educational expenses while attending school. There are many types of financial aid available for those qualifying applicants which includes grants that don't have to be paid back, as well as low-interest, government – backed loans that must be repaid. Federal Student Aid eligibility is based on individual student information and all students may not be eligible.

Basic eligibility requirements are:

- Be a US citizen or eligible non-citizen,
- Demonstrate financial need for certain programs,
- Have a HS Diploma or GED,
- Not be in default on a federal student loan or owe a repayment on a grant,
- Maintain Satisfactory Academic Progress,
- Be registered with Selective Service if required,
- Have a valid Social Security Number, and
- Be working towards a degree or certificate in an eligible program.

### Federal Student Aid Available for Application

Program	Aid Type	Annual Amount
Federal Pell Grant	Grant	0 - \$6345
Direct Subsidized Loan	Loan	0 - \$3500
Direct Unsubsidized Loan	Loan	0 - \$6000
PLUS Loan	Loan	0 – Up to the cost of education less other aid

To apply for federal student aid, students must first complete the Free Application for Federal Student Aid (FAFSA). This application can be completed online at: [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The Student Aid Report generated after the FAFSA is completed, in addition to institutional and other applications, will be used to determine your eligibility for aid.

### Return of Federal Student Aid

The Return of Federal Student Aid policy and the CDA Refund Policy consists of two different calculations. All students who receive federal student aid while attending CDA will have any unearned funds returned to the federal student aid programs should they withdraw prior to completing more than 60% of the payment period from which they withdrew and is calculated based on the student's last date of attendance. More information regarding the return of federal student aid and refund policies can be obtained from the Financial Aid Office.

### **Drug Conviction Affects on Federal Student Aid Eligibility**

Any student convicted of selling or possessing illegal drugs while receiving federal student aid may become ineligible for aid for all or part of the school year depending on the type and number of convictions.

#### ***Additional financial aid information can be obtained from the Financial Aid Office***

The Financial Aid Office is available:

Monday – Friday  
8:30 am – 5:30 pm

### **Voter Registration Information**

Students may visit their local post office to obtain the required Voter Registration form and necessary requirements outlined by their state. Downloadable versions of the Voter Registration Forms are available on the U.S. Election Assistance Commission's website at:

<http://election.dos.state.fl.us/pdf/webappfor.pdf>

### **Drug & Alcohol Abuse Prevention**

CDA Technical Institute complies with the Drug-Free Schools and Communities Act, the Drug-Free Workplace Act of 1988, the Government-Wide Requirements for Drug-Free Workplace, and the Drug and Alcohol Abuse Prevention regulations. Current and prospective students are provided information on preventing drug and alcohol abuse, standards of conduct, and sanctions and penalties for possession, use or distribution of controlled substances.

### **Student Code of Conduct**

While attending our institution, students are expected to display the highest degree of ethical and professional conduct at all times. The Student Code of Conduct is provided to all enrolled students that outlines the standards of expected conduct, as well as the sanctions and penalties for failing to adhere to its requirements.

### **Campus Security/Clery Act**

The Campus Security Act of 1990 requires that all schools compile and distribute an annual campus security report on or before October 1<sup>st</sup> of each year. This report provides statistics of crimes that occurred on campus for the last three years, as well as a description of our school's policies concerning campus security.

### **Family Educational Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) sets limits on the disclosure of personally identifiable information from school records and affords students certain rights with respect to reviewing and/or requesting a change to their educational records.

These rights give students the right to:

- Review their educational records,
- Seek to amend inaccurate information in their records, and
- Provide consent for the disclosure of their records.

### **Code of Conduct for Student Loans**

CDA has established a Code of Conduct for student loans that limits or restricts certain activities between employees of the institution and student loan lending institutions. The Code of Conduct for Student Loans can be found on our website at: [www.cda.edu](http://www.cda.edu)

### **Students with Disabilities**

CDA will provide reasonable accommodations for students with disabilities, including learning disabilities, physical impairments and other disabling conditions. Such accommodations may include, but are not limited to, tutoring, examination schedule and/or delivery modifications.

The entire Students with Disabilities Policy, which includes how to request reasonable accommodations, can be obtained from our Registrar's office.

### **Copyright and peer-peer sharing Policy**

In compliance with the Higher Education Opportunity Act, CDA has implemented policies to deter copyright violations and unauthorized Peer to Peer file sharing. This policy includes the sanctions and disciplinary actions for violation of federal copyright laws and P2P file sharing violations.