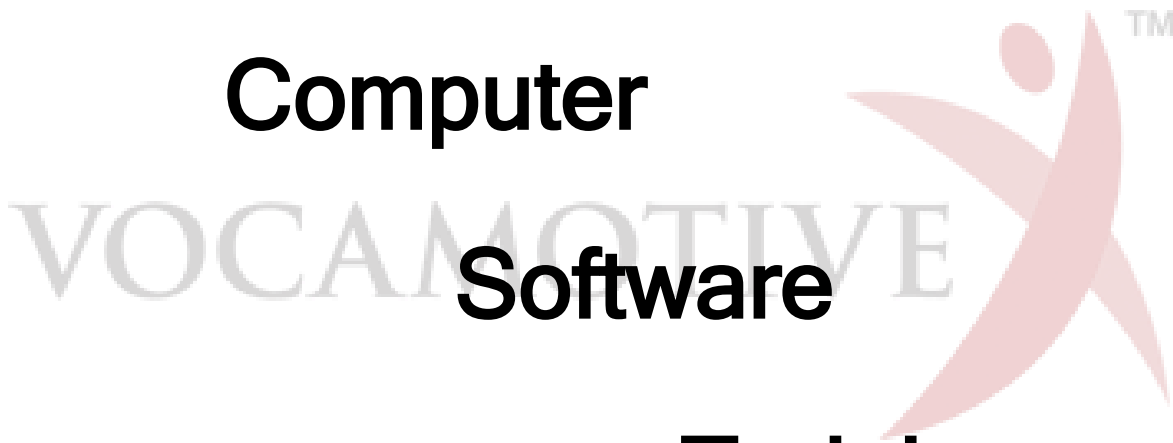




Computer

Software

Training



1919 S. Highland Avenue, Suite D255, Lombard, IL 60148

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Contact Information

Vocamotive, Inc.
1919 S. Highland Avenue
Suite D255
Lombard, IL 60148

Telephone: 630-789-2519
Facsimile: 630-789-6071

Joseph Belmonte, CRC-President
Kari Stafseth, CRC-Director of Case Management

Description of Student Services

Terminology: All Vocamotive Students are hereinafter referred to as Clients.

Vocamotive provides vocational rehabilitation counseling, training, placement, instructional, and related services exclusively to Vocamotive Rehabilitation Clients as part of an approved rehabilitation plan consistent with requirements of the Illinois Workers Compensation Act, agreement of the parties to the client Worker's Compensation claim, and in which the client agrees to participate.

Our Mission



Our mission is to empower the injured worker (client) with the skills, confidence, and support the need to achieve independence and succeed in returning to gainful employment. Through hands-on training, personalized guidance, and a focus on each client's strengths, we prepare learners for meaningful careers and lifelong growth.

Methods for Course Delivery

Methodology for course delivery depends upon client need and ability as determined by vocational rehabilitation evaluation completed by a Certified Rehabilitation Counselor.

The following course delivery formats are available:

- OS = On Site. Service is provided primarily on-site at the Vocamotive Computer Laboratory, coupled with one-on-one assistance as per program/rehabilitation plan guidelines. Vocamotive may provide on-site service at client home or within local geography pending rehabilitation plan requirements or client need.
- SS = Self-Directed Study. Student completes study at home while receiving one-on-one support via telephone or e-mail as per program guidelines. Vocamotive will provide on-site service at client home or within local geography as per rehabilitation plan requirements.
- CS = A combination of On Site and Self-Directed Study, again with one-on-one support as per program guidelines. Vocamotive will provide on-site service at client home or within local geography as per rehabilitation plan requirements.

Course Offerings

Keyboarding Training

KBRD-101 Basic Keyboarding

Computer Basics

WinPgm-101 Windows 11

Microsoft Office

Microsoft Word

WORD-101 Microsoft Word – Level 1

WORD-102 Microsoft Word – Level 2

Microsoft Excel

EXCL-101 Microsoft Excel – Level 1

EXCL-102 Microsoft Excel – Level 2

Microsoft Outlook

OUTL-101 Microsoft Outlook- Introduction



Microsoft Powerpoint

PPNT-101

Microsoft PowerPoint – Level 1

Course Descriptions

Keyboarding Training

KBRD 101-Basic Keyboarding/10 Key Data Entry

This course is designed for the entry-level computer user with little or no keyboard familiarity or those needing to upgrade competencies necessary to qualify for employment targeted in the rehabilitation plan. The client will be instructed in proper touch typing technique. Course objective is to facilitate comprehensive keyboard familiarity and typing speed to 20-30 words per minute sufficient for entry-level employment and/or higher speeds congruent with rehabilitation plan objectives. Evaluation is completed via daily test. Minimum requirement to Pass is demonstrated by a typing speed of no less than 20 words per minute with 90 percent accuracy.

This course is designed for the client whose primary occupational focus includes demonstration of 10-key numerical data entry competitive levels of 121 keystrokes per minute/7260 keystrokes per hour with 95 percent accuracy at a minimum. Progress is evaluated via daily testing and a passing grade requires a minimum keyboard speed of 121 keystrokes per minute with 95 percent accuracy.

Prerequisites: None

Clock Hours: 36.00

Delivery Method: On Site, Self-Directed or Combination Study

Computer Basics

WinPgm 101- Windows 11

This course introduces the novice computer user to computer hardware, Windows Operating System (OS) concepts and the functions of this key software component. The client will learn to differentiate between the operating system and other software components and understand basic functions of the operating system. The client will learn to use keyboard, mouse and other input devices to perform basic activities such as launching programs, working with Windows, as well as Windows concepts such as menus, toolbars, dialogue boxes, etc. This course includes an introduction to the Internet browsers, search engines and navigating within websites.

Prerequisites: None

Clock Hours: 11.00

Delivery Method: On Site, Self-Directed or Combination Study

Microsoft Word

WORD 101 Word Level 1

Designed for the client with little to no previous word processing experience whose primary objective is to use Microsoft Word at a basic level to complete simple correspondence or who requires a quick and effective introduction to word processing. Upon completion of this course, the client will be able to create



and edit a Word document, set margins, copy text, utilize various format commands, work with numbered lists and columns, utilization of print commands and utilize file save in retrieval techniques.

Prerequisites: None

Clock Hours: 27.00

Delivery Method: On Site, Self-Directed or Combination Study

WORD 102 Word Level 2

This course is designed for the client who must demonstrate a comprehensive knowledge of Microsoft Word functions including creating and using Charts, inserting WordArt and SmartArt graphics, merging documents and envelopes, working with tables, inserting file and sections breaks, working with columns, inserting hyperlinks and editing a data source file.

Prerequisites: WORD 101, proficiency or instructor approval.

Clock Hours: 22.00

Delivery Method: On Site, Self-Directed or Combination Study

Microsoft Excel

EXCEL 101 Excel Level 1

This course is specifically designed as a preliminary introduction to use of Spreadsheets. It is designed for the client who must acquire a basic understanding of what a spreadsheet is, what it does, and how to perform basic data entry and formatting. It serves as preparation for more in-depth, formal study of Microsoft Excel and comprehensive spreadsheet utilization.

Prerequisites: None

Clock Hours: 30.00

Delivery Method: On Site, Self-Directed or Combination Study

EXCEL 102 Excel Level 2

This course introduces the client to more advanced manipulation of formats, formulas and functions, table creation, sorting, filtering, using data tools, using workbook templates, IF statements, utilizing graphics, grouping and ungrouping data, summarizing and consolidating data, maintaining external references, and using Sparklines.

Prerequisites: EXCEL 101, proficiency or instructor approval.

Clock Hours: 21.00

Delivery Method: On Site, Self-Directed or Combination Study

Microsoft Outlook

OUTL-101 Microsoft Outlook

This program is designed for the client seeking employment which requires the management of basic personal and message processing activity utilizing Microsoft Outlook. The client will learn to send, receive and manage e-mail messages, schedule appointments utilizing Calendar function, create and organize contact and address lists and add reminders to appointments, manage scheduling using various calendar views.

Prerequisites: None



Clock Hours: 11.00

Delivery Method: On Site, Self-Directed or Combination Study

Microsoft PowerPoint

PPNT 101 PowerPoint

This course is a comprehensive introduction to Microsoft PowerPoint. Upon completion of this course, the client will be able to create, format, and edit a presentation, as well as add drawings, charts, tables, pictures, transitions, animations and sounds to existing presentations.

Prerequisites: None

Clock Hours: 12.00

Delivery Method: On Site, Self-Directed or Combination Study

Award of Certificate and Transferability of Coursework

Vocamotive only awards Certificates of Achievement. Certificates are awarded upon successful completion of approved standardized testing according to achieved grade level. Certificates are not awarded for attendance or for proficiency achievement below 70 percent. Vocamotive does not guarantee transferability of credit and that in most cases, credits or coursework are not likely to transfer to another institution. In cases where transferability is guaranteed, Vocamotive must provide copies of transfer agreements that name the exact institution(s) and include agreement details and limitations.

Admission Procedures for Vocational Rehabilitation Clients

1. Clients referred directly to Vocamotive Inc. for rehabilitation services will participate in the standard intake procedure. Computer training services will be implemented as defined in the Vocamotive client rehabilitation plan.
2. For vocational rehabilitation clients referred by external rehabilitation counseling service providers, the Vocamotive Rehabilitation Referral and Computer Training Services Request Form must be completed by the referring counselor, claims adjuster or attorney. Comprehensive social history, testing results, medical status, identification of special needs, should be provided by referral source.
3. The client may undergo preliminary assessment under the supervision of Vocamotive computer instructional staff in order to determine existing keyboard and software proficiencies, if any. A specific training agenda will be developed under Rehabilitation Counselor supervision.
4. The client will be subject to standard admission/intake procedures and protocol. Additionally, the client must complete authorization to release student information (if applicable) so that performance and grade information may be released to authorized parties.

Note: The Illinois Workers Compensation Commission requires that Vocamotive report client progress, performance, and grades to the designated Payor.

Minimum Typing Skills:

All incoming rehabilitation clients will be subject to keyboard proficiency evaluation. Test results will be used to facilitate placement in appropriate courses.



Proficiency Examination:

Vocamotive does not offer Certificates for proficiency. However, for those clients already possessed of significant skill sets in specific program areas, proficiency testing may be completed. Such testing will be used to facilitate placement into appropriate Vocamotive course offerings.

The client must demonstrate a minimum passing score upon testing for the skill level/program selected. Appropriate testing/examination is completed only upon approval of the Computer Laboratory Instructor.

Proficiency examination is subject to the following restrictions:

- a) Proficiency Examination will not be completed when the client has previously completed a course with appropriate testing upon course completion. Proficiency Examination will not be completed for courses in which the client is currently enrolled.
- b) Proficiency Examination will not be completed as a means to raise a previous failing or passing score.
- c) The client will not be allowed to review or study Vocamotive instruction manuals or analyze practice files used for the regular study or practice prior to examination.

Grading

Grade points are numerical values which indicate the achievement level of the letter grade. Grade points are assigned according to the following scale:

The following letter grade scale will be applied for the total score points:

A	=	100–90	Excellent	F	=	59 or less	Fail
B	=	89–80	Good	W	=		Withdrawal
C	=	79-70	Acceptable	I	=		Incomplete
D	=	69-60	Minimum passing requirement				

The 60-point score is the minimum passing score.

Clients failing to meet minimum passing criteria may be required to repeat coursework with all associated homework/testing in order to be awarded certification. Vocamotive staff will review client performance on a case-by-case basis. If it is determined that the client has made all reasonable efforts to remediate performance deficits and that administration of a third test will result in a passing score, Vocamotive may, at its discretion, award a third test opportunity.

Requests to repeat courses will be subject to review by Vocamotive Instructional Staff.

Exceptions to this rule may be considered upon approval of Certified Rehabilitation Counseling staff.

Residency

Vocamotive does not have a residency requirement.

Tuition and Fees

Vocamotive rehabilitation clients are not responsible for any tuition, equipment rental fees, other fees, or other expenses. Payment for all services provided is the responsibility of the Respondent in the Worker's Compensation claim in accordance with Workers Compensation Commission requirements and/or agreement of the parties.



Instructional services provided by Vocamotive are a designated part of the rehabilitation plan and are integral to the vocational rehabilitation process. As such, any tuition, fees, or other expenses are designated as claims expenses for vocational rehabilitation and the responsibility of the designated payor.

Course Tuition Schedule Web Based Training

Course Description	Contact Hours	Applicable Fees				
		Tuition	Manual	Tests		Total Cost
Proctor Fee				\$70.00		\$70.00
COMP-WinPgm 101- Windows 11	11.00	\$330.00	Included	\$70.00		\$400.00
KBRD-101 Basic Keyboarding	36.00	\$240.00	Included	Included		\$240.00
WORD-101 Microsoft Word – Level 1	27.00	\$510.00	Included	\$70.00		\$580.00
WORD-102 Microsoft Word – Level 2	21.00	\$395.00	Included	\$70.00		\$465.00
EXCL-101 Microsoft Excel – Level 1	30.00	\$510.00	Included	\$70.00		\$580.00
EXCL-102 Microsoft Excel – Level 2	17.00	\$395.00	Included	\$70.00		\$465.00
OUTL-101 Microsoft Outlook	11.00	\$510.00	Included	\$70.00		\$580.00
PPNT-101 MS PowerPoint – Level 1	12.00	\$510.00	Included	\$70.00		\$580.00

Vocamotive instructional staff will work with the client to identify specific skill deficits and remediate these to appropriate performance level.

Billing for services will be submitted directly to the authorized payor. Vocational rehabilitation clients will not be billed for any services.

Refund Policy for Tuition, Manuals, Fees, and Other Charges

As noted above, rehabilitation clients/students are not responsible for the payment of any tuition or fees. All services provided constitute expenses for vocational rehabilitation.

The issue of refund is not applicable.

Academic Calendar

School Hours

Vocamotive is open Monday through Thursday, 8:00 a.m. to 5:00 p.m. and Friday 8:00 am to 4:00 p.m. Vocamotive offers programming throughout the year according to the following Academic Calendar Schedule:

Holidays

Thanksgiving Holiday - November 27 and November 28, 2025
Christmas Day - December 25, 2025
New Year's Day - January 1, 2026
Memorial Day - May 25, 2026
Independence Day – July 4, 2025, but observed on July 3, 2026
Labor Day - September 7, 2026



Thanksgiving Day - November 26 and November 27, 2026

Christmas Day - December 25, 2026

Absences & Tardiness Policy and Rules of Conduct

Absences

As all training services are provided as part of an individualized rehabilitation plan, each client/student will receive their own training record schedule, which will specify days and hours computer laboratory space will be reserved for his/her study and practice.

The student is expected to attend all sessions as scheduled. In the event of illness or other circumstances which preclude timely attendance, the student is responsible to contact the instructor to reschedule training sessions or to undertake homework assignments to maintain progress.

Clients are obligated to make a reasonable and diligent effort to cooperate with rehabilitation plan as per Illinois Workers Compensation Commission guidelines. Excessive unauthorized absence or "no call/no-show" cancellation may result in suspension or termination of vocational rehabilitation services. Vocamotive is not a claims management organization. Decisions regarding suspension or termination of services are claims or legal determinations subject to review by the Illinois Worker's Compensation Commission.

If the client is subject to extenuating circumstances secondary to injury, illness, medical treatment or other personal difficulty, special accommodations may be arranged to assist in managing hardship. Such determinations will be made by Vocamotive Rehabilitation Counseling staff and the rehabilitation plan may be modified.

Tardiness

It is the responsibility of the client to advise Vocamotive instructional staff of circumstances resulting in late arrival or requirement for early dismissal from a scheduled session. It is the responsibility of the client to request makeup sessions or homework assignments to maintain progress.

Excessive tardiness without contact with Vocamotive staff may, as with absences, result in suspension or termination of vocational rehabilitation services.

If the client is subject to extenuating circumstances as noted above under "Absences", special accommodations may be arranged to assist in managing hardship. Such determinations will be made by Vocamotive Rehabilitation Counseling staff and the rehabilitation plan may be modified.

Procedure for Obtaining Student Transcripts

Upon written request of any Vocamotive client, Vocamotive will provide documentation as to dates of attendance, student progress, final grading and certificates issued. Please allow 7-10 business days for the student transcript to be mailed. Confidential information will not be released to any third party without written authorization by the student

Minimum Equipment Provided On-Site To All Clients

- Windows compatible Laptop computer, keyboard, computer sleeve, mouse, and flash drive
- Windows, Microsoft Office
- Keyboarding Training Software
- Hotspot Internet Access



Student Complaint Procedures

For clients who feel they have a legitimate grievance or complaint with regard to Vocamotive Instructional Services, a Complaint Form may be requested from computer lab instructional staff. All complaints will be reviewed by Vocamotive Management staff and written response will be issued.

a) VOCAMOTIVE SHALL RESOLVE CLIENT COMPLAINTS PROMPTLY AND FAIRLY AND SHALL NOT SUBJECT A CLIENT/STUDENT TO PUNITIVE ACTION BECAUSE OF WRITTEN GRIEVANCES HAVING BEEN FILED WITH THE SCHOOL OR THE SUPERINTENDENT.

b) VOCAMOTIVE SHALL MAINTAIN A WRITTEN RECORD OF ITS HANDLING OF ALL CLIENT COMPLAINTS.

c) ANY CLIENT OR EMPLOYEE OF A SCHOOL APPROVED BY THIS ACT WHO BELIEVES HE HAS BEEN AGGRIEVED BY A VIOLATION OF THIS ACT SHALL HAVE THE RIGHT TO FILE A WRITTEN COMPLAINT WITHIN ONE YEAR OF THE ALLEGED VIOLATION.

Complaints against the school may be registered at website the IBHE online complaint system at <http://complaints.ibhe.org/> , accessible through the agency's homepage (www.ibhe.org). The IBHE online complaint site includes step-by-step instructions and key information about the complaint process.

Illinois Board of Higher Education
Division of Private Business and Vocational Schools
1 N. Old State Capitol Plaza, Suite 333
Springfield Illinois 62701
Phone: 217-782-2551
Fax: 217-782-8548

***Vocamotive, Inc. is approved to operate by the Private Business and Vocational Schools Division of the Illinois Board of Higher Education.**

***Vocamotive, Inc. is not accredited by a US Department of Education recognized accrediting body.**



Institutional Disclosure Reporting Tables

Fiscal Year: 2023-2024



Institutional Disclosures Reporting Table

July 1, 2023 through June 30, 2024

Per Section 1095.200 of 23 Ill. Adm. Code 1095:

Institution Name: Vocamotive, Inc					
<i>The following information must be included with the enrollment agreement, catalog, and posted on the institution's website.</i>					
Disclosure Reporting Category	Program Name	KBRD-101			
	CIP*	11.0601			
	SOC*	43.0000			
A) For each program of study, report:					
1) The number of students who were admitted in the program or course of instruction* as of July 1 of this reporting period.		2			
2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the following categories:					
a) New starts		58			
b) Re-enrollments		1			
c) Transfers into the program from other programs at the school		0			
3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2).		61			
4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who:					
a) Transferred out of the program or course and into another program or course at the school		60			
b) Completed or graduated from a program or course of instruction		47			
c) Withdrew from the school		0			
d) Are still enrolled		13			
5) The number of students enrolled in the program or course of instruction who were:					
a) Placed in their field of study		0			
b) Placed in a related field		9			
c) Placed out of the field		13			
d) Not available for placement due to personal reasons		31			
e) Not employed		8			
B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period.					
		4			
B2) The number of students who took and passed a State licensing examination or professional certification examination, if any, during the reporting period.					
		1			
C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.					
		0			
D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.					
		\$ 39,917			

*CIP--Please insert the program CIP Code. For more information on CIP codes: <https://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55>

*SOC--Please insert the program SOC Code. For more information on SOC codes: <http://www.bls.gov/soc/classification.htm>

*A **course of instruction** is a stand-alone course that provides instruction that may or may not be related to a program of study, but is either not part of the sequence or can be taken independent of the full sequence as a stand-alone option. A Course of Instruction may directly prepare students for a certificate or other completion credential or it can stand alone as an optional preparation; or in the case of students requiring catch-up work, a prerequisite for a program. A stand-alone course might lead to a credential to be used toward preparing individuals for a trade, occupation, vocation, profession; or it might improve, enhance or add to skills and abilities related to occupational/career opportunities.

} In the event that the school fails to meet the minimum standards, that school shall be placed on probation.

} If that school's passage rate in its next reporting period does not exceed 50% of the average passage rate of that class of schools as a whole, then the Board shall revoke the school's approval for that program to operate in this State. Such revocation also shall be grounds for reviewing the approval to operate as an institution.



Institutional Disclosures Reporting Table
July 1, 2023 through June 30, 2024
Per Section 1095.200 of 23 Ill. Adm. Code 1095:

Institution Name: Vocamotive, Inc

The following information must be included with the enrollment agreement, catalog, and posted on the institution's website.

Disclosure Reporting Category	Program Name	WINPGM-101			
	CIP*	11.0601			
	SOC*	43.0000			
A) For each program of study, report:					
1) The number of students who were admitted in the program or course of instruction* as of July 1 of this reporting period.	6				
2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the following categories:					
a) New starts	1				
b) Re-enrollments	0				
c) Transfers into the program from other programs at the school	0				
3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2).	7				
4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who:					
a) Transferred out of the program or course and into another program or course at the school	3				
b) Completed or graduated from a program or course of instruction	4				
c) Withdrew from the school	0				
d) Are still enrolled	2				
5) The number of students enrolled in the program or course of instruction who were:					
a) Placed in their field of study	0				
b) Placed in a related field	0				
c) Placed out of the field	0				
d) Not available for placement due to personal reasons	7				
e) Not employed	0				
B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period.					
	0				
B2) The number of students who took and passed a State licensing examination or professional certification examination, if any, during the reporting period.					
	0				
C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.					
	0				
D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.					
	\$ -				

*CIP--Please insert the program CIP Code. For more information on CIP codes: <https://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55>

*SOC--Please insert the program SOC Code. For more information on SOC codes: <http://www.bls.gov/soc/classification.htm>

*A course of instruction is a stand-alone course that provides instruction that may or may not be related to a program of study, but is either not part of the sequence or can be taken independent of the full sequence as a stand-alone option. A Course of Instruction may directly prepare students for a certificate or other completion credential or it can stand alone as an optional preparation; or in the case of students requiring catch-up work, a prerequisite for a program. A stand-alone course might lead to a credential to be used toward preparing individuals for a trade, occupation, vocation, profession; or it might improve, enhance or add to skills and abilities related to occupational/career opportunities.

} In the event that the school fails to meet the minimum standards, that school shall be placed on probation.

} If that school's passage rate in its next reporting period does not exceed 50% of the average passage rate of that class of schools as a whole, then the Board shall revoke the school's approval for that program to operate in this State. Such revocation also shall be grounds for reviewing the approval to operate as an institution.



Institutional Disclosures Reporting Table

July 1, 2023 through June 30, 2024

Per Section 1095.200 of 23 Ill. Adm. Code 1095:

Institution Name: Vocamotive, Inc

The following information must be included with the enrollment agreement, catalog, and posted on the institution's website.

Program Name	WORD101				
CIP*	11.0601				
SOC*	43.0000				
Disclosure Reporting Category					
A) For each program of study, report:					
1) The number of students who were admitted in the program or course of instruction* as of July 1 of this reporting period.	1				
2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the following categories:					
a) New starts	42				
b) Re-enrollments	1				
c) Transfers into the program from other programs at the school	0				
3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2).	44				
4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who:					
a) Transferred out of the program or course and into another program or course at the school	33				
b) Completed or graduated from a program or course of instruction	5				
c) Withdrew from the school	5				
d) Are still enrolled	1				
5) The number of students enrolled in the program or course of instruction who were:					
a) Placed in their field of study	0				
b) Placed in a related field	8				
c) Placed out of the field	11				
d) Not available for placement due to personal reasons	20				
e) Not employed	5				
B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period.					
	4				
B2) The number of students who took and passed a State licensing examination or professional certification examination, if any, during the reporting period.					
	1				
C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.					
	0				
D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.					
	\$ 40,357				

*CIP--Please insert the program CIP Code. For more information on CIP codes: <https://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55>

*SOC--Please insert the program SOC Code. For more information on SOC codes: <http://www.bls.gov/soc/classification.htm>

*A course of instruction is a stand-alone course that provides instruction that may or may not be related to a program of study, but is either not part of the sequence or can be taken independent of the full sequence as a stand-alone option. A Course of Instruction may directly prepare students for a certificate or other completion credential or it can stand alone as an optional preparation; or in the case of students requiring catch-up work, a prerequisite for a program. A stand-alone course might lead to a credential to be used toward preparing individuals for a trade, occupation, vocation, profession; or it might improve, enhance or add to skills and abilities related to occupational/career opportunities.

} In the event that the school fails to meet the minimum standards, that school shall be placed on probation.

} If that school's passage rate in its next reporting period does not exceed 50% of the average passage rate of that class of schools as a whole, then the Board shall revoke the school's approval for that program to operate in this State. Such revocation also shall be grounds for reviewing the approval to operate as an institution.



Institutional Disclosures Reporting Table

July 1, 2023 through June 30, 2024

Per Section 1095.200 of 23 Ill. Adm. Code 1095:

Institution Name: Vocamotive, Inc
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The following information must be included with the enrollment agreement, catalog, and posted on the institution's website.

Disclosure Reporting Category	Program Name	WORD102				
	CIP*	11.0601				
	SOC*	43.0000				
A) For each program of study, report:						
1) The number of students who were admitted in the program or course of instruction* as of July 1 of this reporting period.		0				
2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the following categories:						
a) New starts		0				
b) Re-enrollments		0				
c) Transfers into the program from other programs at the school		8				
3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2).		8				
4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who:						
a) Transferred out of the program or course and into another program or course at the school		6				
b) Completed or graduated from a program or course of instruction		1				
c) Withdrew from the school		1				
d) Are still enrolled		0				
5) The number of students enrolled in the program or course of instruction who were:						
a) Placed in their field of study		0				
b) Placed in a related field		1				
c) Placed out of the field		3				
d) Not available for placement due to personal reasons		3				
e) Not employed		1				
B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period.		1				
B2) The number of students who took and passed a State licensing examination or professional certification examination, if any, during the reporting period.		0				
C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.		0				
D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.		\$ 35,773				

*CIP--Please insert the program CIP Code. For more information on CIP codes: <https://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55>

*SOC--Please insert the program SOC Code. For more information on SOC codes: <http://www.bls.gov/soc/classification.htm>

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Institutional Disclosures Reporting Table

July 1, 2023 through June 30, 2024

Per Section 1095.200 of 23 Ill. Adm. Code 1095:

Institution Name: Vocamotive, Inc

The following information must be included with the enrollment agreement, catalog, and posted on the institution's website.

Program Name	EXCL101				
CIP*	11.0601				
SOC*	43.0000				
Disclosure Reporting Category					
A) For each program of study, report:					
1) The number of students who were admitted in the program or course of instruction* as of July 1 of this reporting period.	0				
2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the following categories:					
a) New starts	0				
b) Re-enrollments	0				
c) Transfers into the program from other programs at the school	31				
3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2).	31				
4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who:					
a) Transferred out of the program or course and into another program or course at the school	19				
b) Completed or graduated from a program or course of instruction	4				
c) Withdrew from the school	7				
d) Are still enrolled	1				
5) The number of students enrolled in the program or course of instruction who were:					
a) Placed in their field of study	0				
b) Placed in a related field	6				
c) Placed out of the field	10				
d) Not available for placement due to personal reasons	12				
e) Not employed	3				
B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period.	2				
B2) The number of students who took and passed a State licensing examination or professional certification examination, if any, during the reporting period.	1				
C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.	0				
D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.	\$ 39,147				

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Institutional Disclosures Reporting Table

July 1, 2023 through June 30, 2024

Per Section 1095.200 of 23 Ill. Adm. Code 1095:

Institution Name: Vocamotive, Inc
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The following information must be included with the enrollment agreement, catalog, and posted on the institution's website.

Disclosure Reporting Category	Program Name	EXCL102				
	CIP*	11.0601				
	SOC*	43.0000				
A) For each program of study, report:						
1) The number of students who were admitted in the program or course of instruction* as of July 1 of this reporting period.	0					
2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the following categories:						
a) New starts	0					
b) Re-enrollments	0					
c) Transfers into the program from other programs at the school	8					
3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2).	8					
4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who:						
a) Transferred out of the program or course and into another program or course at the school	8					
b) Completed or graduated from a program or course of instruction	0					
c) Withdrew from the school	0					
d) Are still enrolled	0					
5) The number of students enrolled in the program or course of instruction who were:						
a) Placed in their field of study	0					
b) Placed in a related field	0					
c) Placed out of the field	4					
d) Not available for placement due to personal reasons	1					
e) Not employed	3					
B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period.						
1						
B2) The number of students who took and passed a State licensing examination or professional certification examination, if any, during the reporting period.						
0						
C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.						
0						
D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.						
\$ 41,600						

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Institutional Disclosures Reporting Table

July 1, 2023 through June 30, 2024

Per Section 1095.200 of 23 Ill. Adm. Code 1095:

Institution Name: Vocamotive, Inc
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The following information must be included with the enrollment agreement, catalog, and posted on the institution's website.

Disclosure Reporting Category	Program Name	OUTL101				
	CIP*	11.0601				
	SOC*	43.0000				
A) For each program of study, report:						
1) The number of students who were admitted in the program or course of instruction* as of July 1 of this reporting period.		0				
2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the following categories:						
a) New starts		0				
b) Re-enrollments		0				
c) Transfers into the program from other programs at the school		16				
3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2).		16				
4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who:						
a) Transferred out of the program or course and into another program or course at the school		9				
b) Completed or graduated from a program or course of instruction		7				
c) Withdrew from the school		0				
d) Are still enrolled		0				
5) The number of students enrolled in the program or course of instruction who were:						
a) Placed in their field of study		0				
b) Placed in a related field		1				
c) Placed out of the field		7				
d) Not available for placement due to personal reasons		5				
e) Not employed		3				
B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period.		1				
B2) The number of students who took and passed a State licensing examination or professional certification examination, if any, during the reporting period.		0				
C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.		0				
D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.		\$ 39,966				

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Institutional Disclosures Reporting Table

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CIP*	11.0601				
SOC*	43.0000				
Disclosure Reporting Category					
A) For each program of study, report:					
1) The number of students who were admitted in the program or course of instruction* as of July 1 of this reporting period.	0				
2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the following categories:					
a) New starts	0				
b) Re-enrollments	0				
c) Transfers into the program from other programs at the school	7				
3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2).	7				
4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who:					
a) Transferred out of the program or course and into another program or course at the school	1				
b) Completed or graduated from a program or course of instruction	6				
c) Withdrew from the school	0				
d) Are still enrolled	0				
5) The number of students enrolled in the program or course of instruction who were:					
a) Placed in their field of study	0				
b) Placed in a related field	1				
c) Placed out of the field	3				
d) Not available for placement due to personal reasons	1				
e) Not employed	2				
B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period.	2				
B2) The number of students who took and passed a State licensing examination or professional certification examination, if any, during the reporting period.	0				
C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.	0				
D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.	\$ 38,133				

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