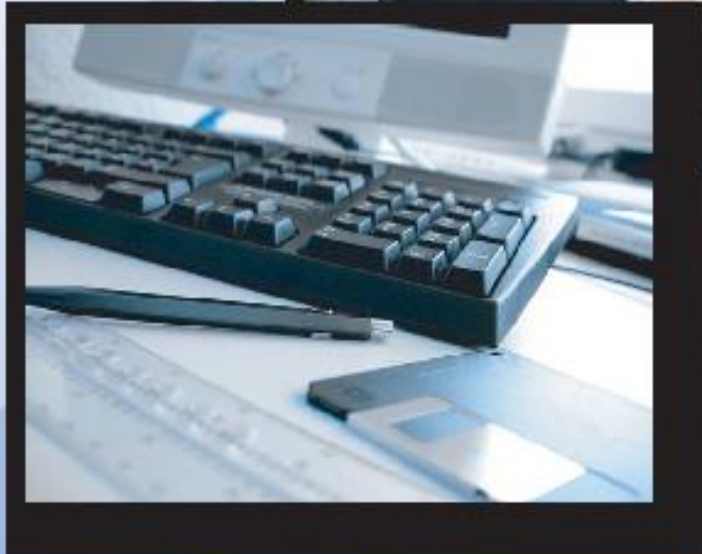


College Catalog

"Giving You the Power to Earn"

Catalog Addendum



"A Century of Education"
Ohio
Business
College

Catalog Addendum
Ohio Business College
Sheffield Village (Main Campus)
For School Catalog Volume 17.1
March 2017

Business Curriculum Code 11, 13, and 14
Allied Health Curriculum Code 11

Addendums include:

- Tuition and Fees Schedule
- Staff and Faculty Listing
- Gainful Employment

OHIO BUSINESS COLLEGE

Sheffield, Ohio

ESTIMATED TUITION AND FEES SCHEDULE

Effective October 24, 2016

(for all quarters beginning on or after 1/9/2017)

Application Fee for All Programs of Study: \$35.00. Due at time of application for enrollment.

Tuition per credit hour: \$235.00 plus fees, textbooks, and materials.

¹Allied Health Program Tuition per credit hour: \$225.00 plus textbooks and materials.

NOTE: Tuition charges are subject to change with 60 day notice. Fees, textbooks and materials are subject to change quarterly.

<i>Program of Study</i>	<i>Credit Hours</i>	<i>Estimated Tuition</i>	<i>Estimated Textbooks, Materials</i>	<i>General Fee</i>	<i>Technology Fee</i>	<i>Total</i>
Associate Degree in Applied Business in:						
Accounting	96	22,560	6,215	960	480	30,215
Administrative Office Professional	96	22,560	6,215	960	480	30,215
Business Administration	92	21,620	5,975	920	480	28,995
Business Administration Concentration in:						
Human Resource Management	108	25,380	6,935	1,080	540	33,935
Accounting	108	25,380	6,480	1,080	540	33,480
Marketing and Sales	108	25,380	6,935	1,080	540	33,935
Information Technology in Computer Support	96	22,560	7,340	960	480	31,340
Legal Assistant	96	22,560	5,990	960	480	29,990
Medical Administrative Assistant	96	22,560	6,380	960	480	30,380
Business Diploma in:						
Medical Office Specialist	40	9,400	2,710	400	240	12,690
PC Support Specialist	40	9,400	3,580	400	240	13,560
Administrative Office Specialist	40	9,400	2,745	400	240	12,725
Allied Health Diploma in:						
Medical Assisting ¹	55	12,375	3,165	N/A	240	15,780

Textbooks, materials, and supply costs are estimates and may be subject to change due to increases by the supplier. Textbooks and supplies may be purchased from the institution or any other available source.

Technology Fee is \$60 per quarter, estimated based on full-time attendance. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter.

**OHIO BUSINESS COLLEGE
SHEFFIELD VILLAGE (MAIN CAMPUS)**

5095 Waterford Drive, Sheffield Village OH, 44035, 440-934-3101

Rosanne Catella President
Rosemerry Nickels.....Director of Admissions
Nancy Rahn..... Director of Education
Vicki Donley..... Lead Financial Aid Administrator
Cheryl Jankowski.....Career Services Director
Tina Hutchinson..... Career Services Associate
Rhonda HigginsRegistrar
Roy Smith Librarian
Tarina Sidoti.....Director of High School Relations
Nicole SmithMaster Admissions Representative
Eva Vargo Student Accounts Specialist
Jessica RosarioInformation Technology Coordinator
Suzanne Baker Admissions Coordinator
Grace Knight..... Student Services Support Assistant
Jean Tolliver..... Evening Receptionist
Jessica HoltsberrySocial Media Specialist
Jennifer BowenMA Program Director
Cheryl Covey AOP Department Head
Dave Horn.....ITC Department Head
Dale KirschACC Department Head
Sue KoskyMAA Department Head
Tiffany Smith.....BAD Department Head

FACULTY

Jennifer BowenOhio Business College
Specialty: Medical Assisting A.A. Lorain County Community College

Lauren Butterworth CMA.....Ohio Business College
Specialty: Medical Assisting

Margaret Cataldo CPC.....A.A.B. Ashworth College
Specialty: Medical Administration

Heather Christie CMAOhio Business College
Specialty: Medical Assisting

Cheryl Covey M.S.Ed Capella University
Specialty: Computer Applications and Web B.S. Franklin University
A.A.B. Terra Community College

Michelle Craddock..... M. Ed Cleveland State University
Specialty: Computer Applications B.S. Ashland University
A.A. Lorain County Community College

David DennisB.B.A. University of Toledo
Specialty: Business Administration

Tonya Dongarra Ohio Institute of Health Careers
Specialty: Medical Assisting

Alexandra Elinsky..... M.B.A. Ursuline College
Specialty: Marketing B.A. Ursuline College

Pamela GarciaB.B.A. Tiffin University
Specialty: Human Resource Management A.A.B. Lorain County Community College

Tracy GrahamB.A. Myers University
Specialty: Computer Applications A.A.B. Lorain Business College

Debra Hinkel LPNParma School of Practical Nursing
Specialty: Medical Assisting

Jessica Holtsberry A.A. The Ohio State University
Specialty: Computers

David Horn..... B.S.T. The University of Akron
Specialty: Computer Technology A.A.S. Kent State University

Justin JefferyB.S. The University of Akron
Specialty: Computer Information Systems

Edward Kelly M.B.A. Ashland University
Specialty: Marketing B.B.A. Cleveland State University

Dale Kirsch CPA..... M.T. University of Akron
Specialty: Accounting B.B.A. Cleveland State University

Suzanne Kosky..... B.T.M. DeVry University
Specialty: Medical Administration A.A.B. Southeastern Business College

Danielle Linja..... M.Ed. Carthage College
Specialty: Legal/Political Science B.A. Carthage College

Nicole Mendosa CMAOhio Business College
Specialty: Medical Assisting

Dennis RoseM.Ed. Edinboro State University
Specialty: Mathematics B.S. Otterbein University

Heather Schmidt..... M.F.A. National University
Specialty: English M.A. National University

Tiffany Smith..... M.B.A. University of Phoenix
Specialty: Business Administration B.B.A. University of Toledo

Lindsey Trout..... M.S. Kingston University
Specialty: Sociology B.A. The Ohio State University

State Board of Career Colleges and Schools
Registration Number: 97-12-1481B

PROGRAM INFORMATION – CONSUMER INFORMATION

AAB – BUSINESS ADMINISTRATION

CIP: 52.0201 Business Administration and Management, General

SOC Codes from ONET Occupational Information Network Link

11-1021.00	General and Operations Managers
11-3011.00	Administrative Services Managers
11-9051.00	Food Services Managers
11-9081.00	Lodging Managers
11-9199.00	Managers, All Other
37-1011.00	First-Line Supervisors of Housekeeping and Janitorial Workers
41-1011.00	First-Line Supervisors of Retail Sales Workers
41-1012.00	First-Line Supervisors of Non-Retail Sales Workers
41-3031.02	Sales Agents, Financial Services
43-1011.00	First-Line Supervisors of Office and Administrative Support Workers
43-3011.00	Bill and Account Collectors
43-3071.00	Tellers
43-4051.00	Customer Service Representatives
43-4151.00	Order Clerks
43-9041.02	Insurance Policy Processing Clerks
43-9061.00	Office Clerks, General
53-1031.00	First-Line Supervisors of Transportation and Material-Moving Machine and Vehicle Operators

TUITION AND FEES:

*Tuition and Fees	\$23,020
Estimate of Books and Supplies	\$5,820
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter. Note that this information is subject to change.

MEDIAN LOAN DEBT:

Federal Loans: \$11,902
Private Loans and Institution financing are not offered.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 27 months. Of the reporting cohort of graduates, 32.4% finished on time.

PLACEMENT RATE:

100%** (Placement Rate = # Placed / [(Completers + Grads) – (Not Available)])

Recent job title: Office Assistant

**Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.

AAB – BUSINESS ADMINISTRATION CONCENTRATION IN: MARKETING AND SALES

CIP: 52.1401 Marketing/Marketing Management, General

SOC Codes from ONET Occupational Information Network Link

11-2011.00	Advertising and Promotions Managers
13-1022.00	Wholesale and Retail Buyers, Except Farm Products
13-1199.00	Business Operations Specialists, All Other
27-3099.00	Media and Communication Workers, All Other
41-2031.00	Retail Salespersons
41-4011.00	Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products
41-4012.00	Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products
43-4051.00	Customer Service Representatives

TUITION AND FEES:

*Tuition and Fees	\$27,000
Estimate of Books and Supplies	\$6,480
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter. Note that this information is subject to change.

MEDIAN LOAN DEBT:

Federal Loans: \$10,956
Private Loans and Institution financing are not offered.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 30 months. Of the reporting cohort of graduates, 36.4% finished on time.

PLACEMENT RATE:

100%** (Placement Rate = # Placed / [(Completers + Grads) – (Not Available)])

Recent job title: Sales and Marketing Representative

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

BUSINESS ADMINISTRATION CONCENTRATION IN: MARKETING AND TOURISM

CIP: 52.0901 Hospitality Administration/Management, General

SOC Codes from ONET Occupational Information Network Link

11-9051	Food Service Managers
11-9081	Lodging Managers
41-3041	Travel Agents
11-2011	Advertising and Promotions Managers
43-4181	Reservation and Transportation Ticket Agents and Travel Clerks

TUITION AND FEES:

*Tuition and Fees	\$27,000
Estimate of Books and Supplies	\$6,480
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter. Note that this information is subject to change.

MEDIAN LOAN DEBT:

*Federal Loans: The cohort is too small to report the median loan debt. Private Loans and Institution financing are not offered.

*There were fewer than 10 graduates in this program. Median amounts are withheld to preserve the confidentiality of graduates.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 30 months.

*Fewer than 10 students completed this program in 2014-15. The number who finished within the normal time has been withheld to preserve the confidentiality of the students.

PLACEMENT RATE:

**We are required to calculate this information; however, due to privacy concerns, we are unable to provide this data.

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

ACCOUNTING

CIP: 52.0301 Accounting

SOC Codes from ONET Occupational Information Network Link

13-2011.00	Accountants and Auditors
13-2041.00	Credit Analysts
13-2081.00	Tax Examiners and Collectors, and Revenue Agents
13-2082.00	Tax Preparers
43-3011.00	Bill and Account Collectors
43-3021.00	Billing and Posting Clerks
43-3031.00	Bookkeeping, Accounting, and Auditing Clerks
43-3051.00	Payroll and Timekeeping Clerks
43-3071.00	Tellers
43-4011.00	Brokerage Clerks
43-4051.00	Customer Service Representatives
43-4131.00	Loan Interviewers and Clerks
43-4141.00	New Accounts Clerks
43-9041.02	Insurance Policy Processing Clerks

TUITION AND FEES:

*Tuition and Fees	\$24,000
Estimate of Books and Supplies	\$5,920
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter. Note that this information is subject to change.

MEDIAN LOAN DEBT:

Federal Loans: \$12,895
Private Loans and Institution financing are not offered.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 27 months. Of the reporting cohort of graduates, 46.2% finished on time.

PLACEMENT RATE:

77.8%** (Placement Rate = # Placed / [(Completers + Grads) – (Not Available)])

Recent job title: Accounting Clerk

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

ADMINISTRATIVE OFFICE PROFESSIONAL

CIP: 52.0401 Administrative Assistant and Secretarial Science, General

SOC Codes from ONET Occupational Information Network Link

43-4051.00	Customer Service Representatives
43-4171.00	Receptionists and Information Clerks
43-6014.00	Secretaries and Administrative Assistants, Except Legal, Medical, and Executive
43-9021.00	Data Entry Keyers
43-9022.00	Word Processors and Typists
43-9031.00	Desktop Publishers
43-9061.00	Office Clerks, General

TUITION AND FEES:

*Tuition and Fees	\$24,000
Estimate of Books and Supplies	\$6,120
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter. Note that this information is subject to change.

MEDIAN LOAN DEBT:

Federal Loans: \$11,778
Private Loans and Institution financing are not offered.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 27 months. Of the reporting cohort of graduates, 66.7% finished on time.

PLACEMENT RATE:

100%** (Placement Rate = # Placed / [(Completers + Grads) – (Not Available)])

Recent job title: Office Assistant

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

BUSINESS ADMINISTRATION CONCENTRATION IN: HUMAN RESOURCE MANAGEMENT

CIP: 52.1001 Human Resources Management/Personnel Administration, General

SOC Codes from ONET Occupational Information Network Link

43-4161.00	Human Resources Assistants, Except Payroll and Timekeeping
43-3051.00	Payroll and Timekeeping Clerks
13-1071.00	Human Resources Specialists

TUITION AND FEES:

*Tuition and Fees	\$27,000
Estimate of Books and Supplies	\$6,480
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter. Note that this information is subject to change.

MEDIAN LOAN DEBT:

Federal Loans: \$14,282
Private Loans and Institution financing are not offered.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 30 months. Of the reporting cohort of graduates, 28.6% finished on time.

PLACEMENT RATE:

90.9%** (Placement Rate = # Placed / [(Completers + Grads) – (Not Available)])

Recent job title: Human Resource Clerk

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

BUSINESS ADMINISTRATION CONCENTRATION IN: ACCOUNTING

CIP: 52.0302 Accounting Technology/Technician and Bookkeeping.

SOC Codes from ONET Occupational Information Network Link

13-2082.00	Tax Preparers
43-3031.00	Bookkeeping, Accounting, and Auditing Clerks
43-3051.00	Payroll and Timekeeping Clerks
43-4011.00	Brokerage Clerks
43-9111.00	Statistical Assistants

TUITION AND FEES:

*Tuition and Fees	\$27,000
Estimate of Books and Supplies	\$6,480
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter. Note that this information is subject to change.

MEDIAN LOAN DEBT:

*Federal Loans: The cohort is too small to report the median loan debt. Private Loans and Institution financing are not offered.

*There were fewer than 10 graduates in this program. Median amounts are withheld to preserve the confidentiality of graduates.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 30 months.

*Fewer than 10 students completed this program in 2014-15. The number who finished within the normal time has been withheld to preserve the confidentiality of the students.

PLACEMENT RATE:

**We are required to calculate this information; however, due to privacy concerns, we are unable to provide this data.

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

INFORMATION TECHNOLOGY COMPUTER SUPPORT

CIP: 15.1202 Computer Technology/Computer Systems Technology

SOC Codes from ONET Occupational Information Network Link

11-3021.00	Computer and Information Systems Managers
15-1121.00	Computer Systems Analysts
15-1122.00	Information Security Analysts
15-1142.00	Network and Computer Systems Administrators
15-1151.00	Computer User Support Specialists
15-1152.00	Computer Network Support Specialists

TUITION AND FEES:

*Tuition and Fees	\$24,000
Estimate of Books and Supplies	\$6,775
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter. Note that this information is subject to change.

MEDIAN LOAN DEBT:

Federal Loans: \$13,521
Private Loans and Institution financing are not offered.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 27 months. Of the reporting cohort of graduates, 38.9% finished on time.

PLACEMENT RATE:

91.7%** (Placement Rate = # Placed / [(Completers + Grads) – (Not Available)])

Recent job title: Computer Technician

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

LEGAL ASSISTANT

CIP: 22.0302 Legal Assistant/Paralegal

SOC Codes from ONET Occupational Information Network Link

23-2011.00	Paralegals and Legal Assistants
23-2093.00	Title Examiners, Abstractors, and Searchers
23-2099.00	Legal Support Workers, All Other
43-4031.00	Court, Municipal, and License Clerks
43-6012.00	Legal Secretaries

TUITION AND FEES:

*Tuition and Fees	\$24,000
Estimate of Books and Supplies	\$5,860
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter. Note that this information is subject to change.

MEDIAN LOAN DEBT:

Federal Loans: \$12,719
Private Loans and Institution financing are not offered.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 27 months. Of the reporting cohort of graduates, 43.5% finished on time.

PLACEMENT RATE:

91.7%** (Placement Rate = # Placed / [(Completers + Grads) – (Not Available)])

Recent job title: Legal Assistant

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

MEDICAL ADMINISTRATIVE ASSISTANT

CIP: 51.0716 Medical Administrative/Executive Assistant and Medical Secretary

SOC Codes from ONET Occupational Information Network Link

29-2071.00	Medical Records and Health Information Technicians
31-9094.00	Medical Transcriptionists
31-9095.00	Pharmacy Aides
43-4051.00	Customer Service Representatives
43-4051.03	Patient Representatives
43-6013.00	Medical Secretaries

TUITION AND FEES:

*Tuition and Fees	\$24,000
Estimate of Books and Supplies	\$5,960
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter. Note that this information is subject to change.

MEDIAN LOAN DEBT:

Federal Loans: \$10,185
Private Loans and Institution financing are not offered.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 27 months. Of the reporting cohort of graduates, 30% finished on time.

PLACEMENT RATE:

79.5%** (Placement Rate = # Placed / [(Completers + Grads) – (Not Available)])
Recent job title: Medical Secretary

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

MEDICAL OFFICE SPECIALIST

CIP: 51.0716 Medical Administrative/Executive Assistant and Medical Secretary

SOC Codes from ONET Occupational Information Network Link

29-2071.00	Medical Records and Health Information Technicians
31-9094.00	Medical Transcriptionists
31-9095.00	Pharmacy Aides
43-4051.00	Customer Service Representatives
43-4051.03	Patient Representatives
43-6013.00	Medical Secretaries

TUITION AND FEES:

*Tuition and Fees	\$9,980
Estimate of Books and Supplies	\$2,400
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter. Note that this information is subject to change.

MEDIAN LOAN DEBT:

Federal Loans: \$6,318
Private Loans and Institution financing are not offered.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 12 months. Of the reporting cohort of graduates, 7.1% finished on time.

PLACEMENT RATE:

100%** (Placement Rate = # Placed / [(Completers + Grads) – (Not Available)])
Recent job title: Medical Document Specialist

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

PC SUPPORT SPECIALIST

CIP: 15.1202 Computer Technology/Computer Systems Technology

SOC Codes from ONET Occupational Information Network Link

15-1121.00	Computer Systems Analysts
15-1142.00	Network and Computer Systems Administrators
15-1151.00	Computer User Support Specialists
15-1152.00	Computer Network Support Specialists

TUITION AND FEES:

*Tuition and Fees	\$9,980
Estimate of Books and Supplies	\$3,240
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter. Note that this information is subject to change.

MEDIAN LOAN DEBT:

*Federal Loans: The cohort is too small to report the median loan debt.
Private Loans and Institution financing are not offered.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 12 months.

*Fewer than 10 students completed this program in 2014-15. The number who finished within the normal time has been withheld to preserve the confidentiality of the students.

PLACEMENT RATE:

**We are required to calculate this information; however, due to privacy concerns, we are unable to provide this data.

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

ADMINISTRATIVE OFFICE SUPPORT PROFESSIONAL

CIP: 52.0401 Administrative Assistant and Secretarial Science, General

SOC Codes from ONET Occupational Information Network Link

43-6011.00	Executive Secretaries and Executive Administrative Assistants
43-4051.00	Customer Service Representatives
43-4171.00	Receptionists and Information Clerks
43-6014.00	Secretaries and Administrative Assistants, Except Legal, Medical, and Executive
43-9021.00	Data Entry Keyers
43-9022.00	Word Processors and Typists
43-9031.00	Desktop Publishers
43-9061.00	Office Clerks, General

TUITION AND FEES:

*Tuition and Fees	\$9,980
Estimate of Books and Supplies	\$2,700
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter. Note that this information is subject to change.

MEDIAN LOAN DEBT:

Federal Loans: \$9,510
Private Loans and Institution financing are not offered.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 12 months. Of the reporting cohort of graduates, 0% finished on time.

PLACEMENT RATE:

100%** (Placement Rate = # Placed / [(Completers + Grads) – (Not Available)])

Recent job title: Administrative Assistant

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

DENTAL ASSISTING CONSUMER INFORMATION

CIP: 51.0601 Dental Assisting/Assistant

SOC Codes from ONET Occupational Information Network Link

31-9091.00 [Dental Assistants](#)

TUITION AND FEES:

*Tuition and Fees	\$10,815
Estimate of Books and Supplies	\$1,799
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. Note that this information is subject to change.

MEDIAN LOAN DEBT:

Federal Loans: \$6,656
Private Loans and Institution financing are not offered.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 9 months day program 12 months evening program. 95.5% of the graduates finished in this time. Of the reporting cohort of graduates, 95.5% finished on time.

PLACEMENT RATE:

90.2%** (Placement Rate = # Placed / [(Completers + Grads) – (Not Available)])

Recent job title: Dental Assistant

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

MEDICAL ASSISTING CONSUMER INFORMATION

CIP: 51.0801 Medical/Clinical Assistant

SOC Codes from ONET Occupational Information Network Link

29-2011.00	Medical and Clinical Laboratory Technologists
29-2071.00	Medical Records and Health Information Technicians
31-1011.00	Home Health Aides
31-1014.00	Nursing Assistants
31-9092.00	Medical Assistants
31-9095.00	Pharmacy Aides
31-9097.00	Phlebotomists
39-9021.00	Personal Care Aides
43-6013.00	Medical Secretaries

TUITION AND FEES:

*Tuition and Fees	\$12,615
Estimate of Books and Supplies	\$3,001
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. Note that this information is subject to change.

MEDIAN LOAN DEBT:

Federal Loans: \$8,385
Private Loans and Institution financing are not offered.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 12 months for day program and 15 months for evening program. 87.6% of the graduates finished in this time. Of the reporting cohort of graduates, 87.6% finished on time.

PLACEMENT RATE:

91.5%** (Placement Rate = # Placed / [(Completers + Grads) – (Not Available)])

Recent job title: Medical Assistant

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

ORTHOPAEDIC TECHNOLOGY CONSUMER INFORMATION

CIP: 51.0801 Medical/Clinical Assistant

SOC Codes from ONET Occupational Information Network Link

31-9092.00	Medical Assistants
29-2099.00	Health Technologists and Technicians, All Other
51-9082.00	Medical Appliance Technicians

TUITION AND FEES:

*Tuition and Fees	\$9,740
Estimate of Books and Supplies	\$3,004
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. Note that this information is subject to change.

MEDIAN LOAN DEBT:

*Federal Loans: The cohort is too small to report the median loan debt. Private Loans and Institution financing are not offered.

*There were fewer than 10 graduates in this program. Median amounts are withheld to preserve the confidentiality of graduates.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 12 months for day program and 15 months for evening program.

*Fewer than 10 students completed this program in 2014-15. The number who finished within the normal time has been withheld to preserve the confidentiality of the students.

PLACEMENT RATE:

**We are required to calculate this information; however, due to privacy concerns, we are unable to provide this data.

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*

BUSINESS ADMINISTRATION SPECIALIST CONSUMER INFORMATION

CIP: 52.0201 Business Administration and Management, General

SOC Codes from ONET Occupational Information Network Link

43-9199.00	Office and Administrative Support Workers, All others
41-1011.00	First-Line Supervisors of Retail Sales Workers
41-1012.00	First-Line Supervisors of Non-Retail Sales Workers
43-1011.00	First-Line Supervisors of Office and Administrative Support Workers
43-3011.00	Bill and Account Collectors
43-3071.00	Tellers
43-4051.00	Customer Service Representatives
43-4151.00	Order Clerks
43-9061.00	Office Clerks, General

TUITION AND FEES:

*Tuition and Fees	\$9,980
Estimate of Books and Supplies	\$2,800
On Campus Room and Board	not offered

*The amounts shown above include costs for the entire program, assuming normal time to completion. All charges do not include essential courses and are adjusted to the actual cost at the time of registration for each quarter. Note that this information is subject to change.

MEDIAN LOAN DEBT:

*Federal Loans: The cohort is too small to report the median loan debt. Private Loans and Institution financing are not offered.

*There were fewer than 10 graduates in this program. Median amounts are withheld to preserve the confidentiality of graduates.

LENGTH OF PROGRAM/COMPLETION RATE

The program is designed to be completed in 12 months.

*Fewer than 10 students completed this program in 2014-15. The number who finished within the normal time has been withheld to preserve the confidentiality of the students.

PLACEMENT RATE:

**We are required to calculate this information; however, due to privacy concerns, we are unable to provide this data.

***Annually, the institution reports job placement information for the most recently completed year (July 1, 2014 through June 30, 2015), as required by the college's accrediting body, the Accrediting Council for Independent Colleges and Schools (ACICS). The information provided is a combination of the three campuses of Ohio Business College.*