



**SABER**

**"Gateway To The Stars"**

**CONSUMER INFORMATION  
MANUAL**

**SPANISH-AMERICAN BASIC  
EDUCATION AND REHABILITATION, INC. (SABER)  
3990 W. Flagler Street  
Miami, Florida 33134  
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Dear Student

This Handbook is intended to provide you with a general overview of information and resources that you will need in order to be able to successfully navigate throughout your time at SABER. If you have any questions, we are here to help. We pride ourselves in offering individualized attention to each and every one of our students.

Sincerely

The SABER's Financial Aid Office and Staff

Rev. 10/8/11

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## **FINANCIAL AID CONSUMER INFORMATION FOR STUDENTS**

The following information is intended for all current and prospective students.

### **Privacy Rights of Students and Parents**

The family Education Rights and Privacy Act (FERPA) afford students certain rights with respect to their education records. An explanation of students' rights under FERPA can be found in the School Catalog.

The School encourages all students who wish to be considered for Financial Assistance to complete an application for Federal Financial Aid (FAFSA) provided at no cost to the student.

### **Consumer Information from the U.S Department of Education**

Many of the specific eligibility requirements to gain and retain Federal Aid eligibility is found in the publications provided by the U.S. Department of Education, and on their website at:

[www.studentaid.ed.gov](http://www.studentaid.ed.gov) Funding Education Beyond High School 2010

[www.dl.ed.gov](http://www.dl.ed.gov). Borrower Services – Direct Loan Servicing

[www.direct.ed.gov](http://www.direct.ed.gov). Information about Direct Loans

SABER makes available at the Financial Office these brochures, pamphlets, applications and other consumer information.

### **FINANCIAL AID INFORMATION – GENERAL:**

#### **STUDENT LOANS AND GRANTS**

Student loans, are borrowed money that must be repaid, with interest. Loans cannot be cancelled because the student didn't like the education he/she received, didn't find a job in the field of study or due to having financial difficulties. You, as a student must understand that loans are legal obligations. It is a good idea to borrow only as much as you need. This will leave you more money for basic expenses and other expenses, when you need to start to repay the loan and the monthly payments will be lower. To help you learn about federal student loan debt go to [www.FederalStudentAid.ed.gov](http://www.FederalStudentAid.ed.gov), and find the publication "Learn the Basics and Manage Your Debt".

The following Direct Loans are made through the William D. Ford Federal Direct Loan Program which is administered by the Department of Education.

### **Direct Stafford Loans**

These are low interest loans for eligible students to help cover the cost of higher education at colleges, trade, career, or technical schools. Students borrow directly from the US Department of Education at participating schools. Direct Stafford Loans include the following types of loans.

- **Direct Subsidized Loans** – These loans are for students with financial need. The school will review the results of the student application for FAFSA and determine the amount he/she can borrow. Student is not charged interest while he/she is in school at least half-time and during grace periods and deferment periods.
- **Direct Unsubsidized Loans** - Student is not required to demonstrate financial need to receive a Direct Unsubsidized Loan. The school will determine the amount you can borrow. Interest accrues on an unsubsidized loan from the time it is first paid out. The interest can be pay while student is in school and during grace periods and deferment or forbearance periods, or you can allow it to accrue and be added to the principal amount of the loan. If student chooses not to pay the interest as it accrues, this will increase the total amount that has to be repaid because the student will be charged interest on a higher principal amount.

### **Maximum Annual Loan Limits Chart – Subsidized and Unsubsidized Direct and FFEL Stafford Loans**

<b>Year</b>	<b>Dependent Undergraduate student</b>	<b>Independent Undergraduate Student (and dependent students whose parents are unable to obtain PLUS Loans)</b>
<b>First Year</b>	<b>\$3,500 plus \$2,000 in unsubsidized loans</b>	<b>\$9,500 – No more than \$3,000 of this amount may be in subsidized loans</b>
<b>Second Year</b>	<b>\$4,500 plus 2,000 in unsubsidized loans</b>	<b>\$10,500 - No more than \$4,500 of this amount may be in subsidized loans</b>

## **INTEREST RATES FOR DIRECT LOAN**

- **Direct Subsidized Loans** – If the first disbursement of your subsidized loan is between July 1<sup>st</sup>, 2010 and June 30<sup>th</sup>, 2011, the interest rate on the loan is fixed at 4.5%. The interest rate on subsidized loans first disbursed to students between July 1<sup>st</sup>, 2011 and June 30<sup>th</sup>, 2012 will be fixed at 3.4%
- **Direct Unsubsidized Loans** – The interest rate is fixed at 6.8% for all borrowers.

### **Interest Rate Reductions for Subsidized Stafford Loans**

First disbursement of a Loan:

<b>Payment Made on or after</b>	<b>And made before</b>	<b>Interest rate on the unpaid balance</b>
<b>July 1<sup>st</sup>, 2010</b>	<b>July 1<sup>st</sup>, 2011</b>	<b>4.5 percent</b>
<b>July 1<sup>st</sup>, 2011</b>	<b>July 1<sup>st</sup>, 2012</b>	<b>3.4 percent</b>

## **OTHER CHARGES FOR DIRECT LOAN**

There is a loan fee on all Direct Subsidized and Unsubsidized Loans. The loan fee is a percentage of the amount of each loan the student receives. For loans first disbursed between July 1<sup>st</sup>, 2010 and June 30<sup>th</sup>, 2011 the loan fee is 1.0%. The loan fee will be proportionately deducted from each loan disbursement.

## **FEDERAL PELL GRANT PROGRAM**

A Pell Grant is an entitlement program designed to assist the undergraduate student in paying for his/her education.

The Federal Pell Grant Program provides need-based grants to low-income undergraduate students to promote access to postsecondary education. Grants amounts are dependent on:

- The student's expected family contribution
- The cost of attendance
- The student's enrollment status (full time or part-time)

Financial need is determined by the US Department of Education using a standard formula, established by Congress. This formula guarantees equal treatment for all applicants. The fundamentals for the standard formula are:

1. The student's income (if the student is independent)
2. The parents' income and assets (if the student is dependent)
3. The family household size
4. The number of family members (excluding parents attending post secondary institutions).
5. The Estimate Family Contribution (EFC)\* which is the sum of:
  - (a) a percentage of net income
  - (b) a percentage of net assets

\* A pamphlet that describes the formula in detail can be obtained by writing Federal Student Aid, P. O. Box 84, Washington, D.C 20044.

6. Demonstrate financial need. After filing a FAFSA , the student receives a Student Aid Report (SAR), or the School receives an Institutional Student Information Record (ISIR)
7. Student must be a High school graduate or hold a GED diploma.

## **APPLICATION FOR FINANCIAL AID**

1. Information and help is provided at the Financial Aid Office at no cost to the student.
2. Student needs to obtain a Federal Student Aid PIN, (a personal identification number). To obtain a PIN number go to: [www.pin.ed.gov](http://www.pin.ed.gov). With the PIN number the student can apply and sign their application for Federal Student Aid (FAFSA) at no cost to the student.
3. Provide all the documents needed to apply, including income tax returns and W-2 forms and other records of income. A full list of required documents is available on line at: [www.fafsa.ed.gov](http://www.fafsa.ed.gov).
4. Student must complete FAFSA between January 1<sup>st</sup>. and June 30<sup>th</sup>. Students can either apply on line or request assistance to apply at the Financial Aid Office
5. Between three (3) and five days student will receive the Student Aid Report (SAR) that is the result of the FAFSA application.
6. If necessary the Financial Aid Office might need to request additional information from the student. It is very important that the student provide the requested information by the set deadline, or he/she might not receive federal student aid.

## **FINANCIAL AID ELIGIBILITY**

1. Student must have a high school diploma or GED diploma.
2. Student must be a US citizen or eligible non citizens.
3. Student must make satisfactory academic progress toward completion of the program.
4. Student must not be in default or owe a refund to any Title IV program.
5. Student must have the required financial aid forms filled and signed.
6. Student must be registered with the Selective Service ( For male students between the ages of 18 and 25).
7. Student must demonstrate financial need.

## **BORROWER ENTRANCE COUNSELING**

Prior to the time of disbursement of the student loan, SABER provides to first-time borrower of a Federal Direct Loan an entrance counseling. The purpose of the counseling is to provide the student with comprehensive information on the terms and conditions of the loan and the responsibilities as a first-time borrower. The purpose is to:

- Explain to the student the effects of the loan on the eligibility of the borrower for other forms of aid.
- Advise the student on the use of the Master Promissory Note.
- Explain to the student the seriousness and importance of repayment obligation
- Provide to the student information on the accrual and capitalization of Interest.
- Explain to the student the importance of contacting the appropriate offices if he/she withdraws prior to completion of program of study.
- Provide the student with monthly repayment amounts sample.
- Provide the student with name and contact information for individual that he/she may contact with questions about the rights and responsibilities or the terms and conditions of the loan.

## **BORROWER EXIT COUNSELING**

Shortly before the student (borrower) either completes his/her education or withdraws from SABER, borrower is required to participate in exit counseling. This counseling will provide information on:

- The average anticipated monthly repayment amount
- Repayment plan options, ( to prepay or pay on shorter schedule).
- Use of Master Promissory Note
- Seriousness and importance of the student's repayment obligation.
- Student (borrower) obligation to repay the full amount of the loan.

Student (borrower) at this exit counseling will have the opportunity to ask questions and concerns that he/she may have about their specific situation.

**TYPICAL BEGINNING PAYMENTS FOR DIRECT LOAN REPAYMENT PLANS**

**Estimated Direct Loan Repayment Amounts**

Initial Debt	Standard		Extended		Gradual		Income Contingent Income=\$15,000	
	Per month	Total	Per month	Total	Per month	Total	Per month	Total
<b>3,500</b>	<b>50</b>	<b>4,471</b>	N/A	N/A	25	5,157	<b>21</b>	<b>6,939</b>
<b>5,000</b>	<b>58</b>	<b>6,905</b>	N/A	N/A	40	7,278	<b>30</b>	<b>9,912</b>
<b>5,500</b>	<b>63</b>	<b>7,595</b>	N/A	N/A	43	8,007	<b>33</b>	<b>10,903</b>
<b>7,500</b>	<b>86</b>	<b>10,357</b>	N/A	N/A	59	10,919	<b>45</b>	<b>14,868</b>
<b>10,500</b>	<b>121</b>	<b>14,500</b>	N/A	N/A	83	15,283	<b>64</b>	<b>20,815</b>
<b>15,000</b>	<b>173</b>	<b>20,714</b>	N/A	N/A	119	21,834	<b>87</b>	<b>29,685</b>
<b>18,500</b>	<b>213</b>	<b>25,548</b>	N/A	N/A	146	26,929	<b>87</b>	<b>35,992</b>
<b>23,000</b>	<b>265</b>	<b>31,762</b>	N/A	N/A	182	33,479	<b>87</b>	<b>43,141</b>
<b>30,000</b>	<b>345</b>	<b>41,429</b>	277	83,289	237	43,668	<b>87</b>	<b>52,340</b>

**General Information about the School:**

Information about the School is available on the School website (<http://www.saberschool.com>) and School Catalog. Additional information about the School will be made available to students, upon request.

**SABER**  
**SAFETY**  
**AND**  
**EMERGENCY**  
**RESPONSE PROCEDURES**

## **SAFETY**

It is the policy of SABER to provide the employees, clients and students with a safe environment in which to work and learn, and to keep students, and employees well informed about campus safety and security.

All students of this Institution must wear the School ID at all times.

It is the policy of SABER to report criminal actions and other emergencies occurring on campus and to maintain records of crimes reported to campus authorities.

The Institution's community is responsible for reporting criminal action and other emergencies occurring on campus to their immediate supervisors, who will in turn report them to the Campus Security Survey Administration (CSSA), and who keeps records of crimes reported.

## **PERSONAL PROPERTY PROTECTION**

Each individual is responsible for the safeguarding of personal effects in the offices, classrooms or anywhere on the Institution campus. SABER does not carries insurance on personal property loss and cannot accept responsibility for loss of personal articles, including cash. Report all crimes to your immediate supervisor. The school receptionist is in charge of the loss and found department, in the case that you lose and find any item, please report it to the receptionist right away.

## **EMERGENCY PREPAREDNESS PLAN**

The purpose of this plan is to recognize the importance of a safe, healthy, and secure environment and to comply with the Clery Act.

Safety is the top priority at SABER Institution. In the event of an emergency, the Safety and Recovery Plan will be activated to ensure safety of our campus.

Faculty, staff, and students are encouraged to be aware of their surroundings and to report unusual activities.

## **PROCEDURES IN CASE OF MEDICAL EMERGENCY**

In the event of an accident we follow the following protocol:

1. Students and/or faculty are to notify principal/nursing director immediately.
2. Any accidents that are reported to School Principal and/or Nursing Director will be dealt with immediately.
3. The affected individual is attended by the proper personnel, but is not to be moved, unless the injury is superficial or minor.
4. If deemed necessary or the victim request that the rescue squad (911) be called the principal, nursing director or their designees will be in charge to call immediately.
5. Designated school staff will immediately contact parents, guardians, or spouse as indicated in the student's file and at this point the family members will take responsibility.
6. A full emergency report will be filled out by person in charge submitted to the Principal, Director of Nursing, or CSSA.
7. Accident will be investigated by Institution Administration.

Any accident/crime of larceny-theft, simple assault, intimidation, and destruction, damage or vandalism of property involving bodily injury to a person intentionally because of their race, gender, religion, sexual orientation, ethnicity, or disability will be reported under the category of prejudice.

## **FIRE SAFETY AND PREVENTION**

All students, instructors and staff have available information on procedures regarding Safety/Emergency Preparedness Plan. SABER conducts at least two (2) fire drills a year.

### **FIRE SAFETY**

1. Update evacuation diagram and maintain it posted in each classroom.
2. Maintain visible the telephone number of the fire department (Dial 911)
3. Maintain back-up computer data and copies of difficult-to-replace information in fireproof file cabinets.
4. Maintain staff, faculty and student cell phones, electronic and address list.
5. If conditions permit, move equipment or furnishings out of fire vicinity to minimize damage.
6. Arrange security if needed to prevent looting or vandalism.

## **FIRE PREVENTION**

1. No smoking is permitted within the Institution's premises.
2. Combustible materials are to be properly stored and away from heat or flammable materials.
3. No broken or burned out cords are to be used
4. All fire extinguishers are in fully charged condition and inspected annually.

**In the event of a fire or emergency situation requiring emergency response and evacuation procedures, SABER will follow the following protocol.**

### **Methodology**

1. Evacuate building if necessary. **DO NOT USE ELEVATOR DURING A FIRE EMERGENCY.**
2. Follow emergency route posted throughout the institution, Locate nearest exit and evacuate building. Students may leave the campus.
3. Immediately call Emergency Service (911)
4. Do not allow reentry into the building until cleared by authorities at the scene.
5. If possible, safely secure all valuable records.
6. Keep all doors and windows surrounding the area closed in order to contain the fire or situation. If fire, and conditions permit, move equipment or furnishings out of the fire vicinity to minimize damage.
7. Arrange security if needed to prevent looting or vandalism.

### **General Emergency Preparedness Information for Hurricane, Terrorism or an Emergency Situation:**

Rumor Control Hotline- Recorded information available 24-hours a day in the case of an emergency. In the event of an emergency, the Institution Rumor Control Hotline 305-443-9170 will be activated.

The CAO or designee will provide all instructions in order to insure maximum coordination. Depending on the severity of the event and the services available, directives (including declaration of the disaster, policies for preparing and recovering from the disaster issued before and after the disaster) will be communicated to employees via electronic/cellular communication or through general coordination announcements. Procedures for canceling classes, closing buildings, releasing employees, etc. will be outlined in the announcements.

## **Methodology**

### **The CAO, Committee, or Administrative designee will:**

1. Disseminate information to staff, faculty and students utilizing the e-mail or phone.
2. Determine the need for suspension of classes, and dismissal of employees. Classes and services will be canceled whenever any danger exists to faculty, staff, students, or visitors.
3. Determine the need for the cessation of activities in a building or facility as a result of utility disruption, such as power failure.

### Flow of Information:

Sudden Emergency such as Police, Hurricane, Tornado, Terrorism or other Emergency Disaster (learned by news, weather reports, police or faculty and students).

## **Methodology**

1. CAO holds meeting with Administration and Clery Act Compliance Committee (CACC) and decides proper management of situation.
2. Administration tells staff, faculty and students about decision as described above. If necessary evacuation, procedures will be implemented as described above.
3. Evacuation procedures and emergency response are publicized in the Catalog and twice a year at time of testing.
4. Emergency response and evacuation procedures are tested twice per year.

## UNIVERSAL EMERGENCY PROCEDURES

Universal Emergency Procedures are a set of standards, clear directives that may be implemented across a variety of emergency situations, depending on the circumstances.

**There are basic procedures which can be utilized in responding to various emergencies**

<p><b>A. <u>Evacuation</u> (For use when conditions outside are safer than inside)</b></p> <ul style="list-style-type: none"> <li>▶ When announcement is made or alarm sounded:</li> <li>▶ Take the closest and safest way out as posted (use secondary route if primary route is blocked or hazardous)</li> <li>▶ Take roll book for student accounting</li> <li>▶ Assist those needing special assistance</li> <li>▶ Do not stop for student/staff belongings</li> <li>▶ Go to designated Assembly Area</li> <li>▶ Check for injuries</li> <li>▶ Take attendance; report according to Student Accounting and Release Procedures</li> <li>▶ Wait for further instructions</li> </ul>	<p><b>B. <u>Reverse Evacuation</u> (For use when conditions inside are safer than outside)</b></p> <ul style="list-style-type: none"> <li>▶ When the announcement is made:</li> <li>▶ Move students and staff inside as quickly as possible</li> <li>▶ Assist those needing special assistance</li> <li>▶ Report to classroom</li> <li>▶ Check for injuries</li> <li>▶ Take attendance; report according to Student Accounting and Release procedures</li>   <li>▶ Wait for further instructions.</li> </ul>
<p><b>C. <u>Lockdown</u> (For use to protect building occupants from potential dangers in the building)</b></p> <ul style="list-style-type: none"> <li>▶ When the announcement is made:</li> <li>▶ Students are to be cleared from the halls immediately and to report to nearest available classroom</li> <li>▶ Assist those needing special assistance</li> <li>▶ Close and lock all windows and doors and do not leave for any reason</li> <li>▶ Cover all room and door windows (check with your local law enforcement regarding the covering of the doors and windows)</li> <li>▶ Stay away from all doors and windows and move students to interior walls and drop</li> <li>▶ Shut off lights</li> <li>▶ <b>BE QUIET!</b></li> <li>▶ Wait for further instructions</li> </ul>	<p><b>D. <u>Shelter in Place</u> (For use in external gas or chemical release)</b></p> <ul style="list-style-type: none"> <li>▶ When the announcement is made:</li> <li>▶ Students are to be cleared from the halls immediately and to report to nearest available classroom or other designated location</li> <li>▶ Assist those needing special assistance</li> <li>▶ Close and tape all windows and doors and seal the gap between bottom of the door and the floor (external gas/chemical release)</li> <li>▶ Take attendance; report according to Student Accounting and Release procedures</li> <li>▶ Do not allow anyone to leave the classroom</li> <li>▶ Stay away from all doors and windows</li> <li>▶ Wait for further instructions</li> </ul>

## **Hurricane/Storm Plan**

HURRICANE SEASON IS JUNE 1 - NOVEMBER 30

Tropical storm development is constantly monitored by the Administrative Offices. The decision team refers to the CEO, COO, CAO, and School Director or Principal.

### **HOTLINES AND WEBSITES**

National Hurricane Center 305/229-4470

[www.nhc.noaa.gov/](http://www.nhc.noaa.gov/)

Miami-Dade Office of Emergency Management Answer Center 305/468-5900

[www.co.miami-dade.fl.us/oem](http://www.co.miami-dade.fl.us/oem)

### **ACTION STEPS – Hurricane**

#### **Alert (Hurricane Strike 72 – 36 hours away)**

1. Decision Team meets as needed and monitors the situation (meetings may be conducted by telephone).

#### **Watch (Strike 36 – 25 hours away)**

1. COO watches news at 9 a.m., noon, and 3 p.m. for updated information
2. Decision Team meets as needed and monitors the situation (meetings may be conducted by telephone).
3. Administration secures the building.
4. Administration maintain back-up computer data and copies of difficult to-replace information in electronic media.

#### **Warning (Strike 24 hours away)**

1. Decision Team meets as needed and monitors the situation continually.
2. Students, faculty, and all employees are informed of the situation by meetings, e-mail, phone, fax, or verbally. If classes are in session principal notifies teachers and students of decision that has been made.
3. The Rumor Control Hotline is activated so that students can call SABER at 305-443-9170 and be informed of decision made by Decision Team and after school has been closed.
4. Administration finishes securing the offices and classrooms.
5. If travel or campus conditions become (or are about to become) dangerous:
  - a. classes are cancelled.
  - b. all personnel may be released.
6. Computers will be backed up, and backup will be stored at:  
921 Venetia, Coral Gables, FL 33134
7. All employees are sent home no less than 18 hours before hurricane hits so that they are able to secure their own homes.

8. After school is closed, it is the students' responsibility to call the school at 305-443-9170 and listen to the recording letting them know if classes have been cancelled. In all other instances students must check on television if Miami-Dade Public Schools have been closed as we will follow their schedule in the event of an emergency or catastrophe (for example: a hurricane or flood).

### **General Emergency**

In case of an epidemic, the school will design flyers which will be distributed among the staff and student body notifying of any CDC requirements and recommendations.

SABER tests the emergency response and evacuation procedures at least twice per year, and documents a description of the exercise as well as the date and time of the exercise and whether it was announced or unannounced.

## **DRUG AND ALCOHOL PREVENTION INFORMATION**

### **Dangers of Drugs & Alcohol Uses and Effects**

According to the American Council for Drug Education, there are nearly 15 million alcoholics in America. In addition, alcohol contributes to nearly 100,000 deaths annually. Various drugs produce different effects on the body. Some stimulants or narcotics increase the activity of the brain, while some depressants slow down the body's systems. Alcohol and drugs can damage different body organs, including the liver, heart, kidneys, brain and nervous system. Also, drugs and alcohol can lead to a wide range of medical and mental problems.

### **Neurological Effects**

Alcohol and drugs may lead to such neurological complications as coordination problems, impaired vision, blackouts and short-term memory loss. Although alcohol initially offers a soothing effect, it impairs concentration and slows down one's reflexes, which is especially dangerous when driving.

### **Dangers of Drugs & Alcohol Uses and Effects During Pregnancy**

Women who drink alcohol during pregnancy may give birth to babies with fetal alcohol syndrome. These babies will have irreversible physical abnormalities and mental retardation.

### **Drug and Alcohol Policy**

SABER is a Drug-and-alcohol-free Institution. Possession, use, or being under the influence of a controlled substance while on campus property is strictly forbidden and is illegal by State and Federal law. Violation of this policy by students, and/or employees will meet with disciplinary action up to and including dismissal from school.

Students and or employees must notify the school of any criminal drug and alcohol statute conviction for a violation taking place in the educational environment no later than five (5) days after such conviction. In compliance with the Drug-Free Workplace Act of 1988, the institution's workplace covers the following location.

SABER campus located at 3990 West Flagler Street, Miami, or any off site location, (clinical rotations, field trips, luncheons, meetings, etc.) where activities are in any way related to the School

**Non-Compliance with the terms of SABER Drug-Free-Alcohol-Free Policy**

Any student or employee of SABER that does not comply with this policy, will be subject to the following action: Student or employee would be required to participate in a drug or alcohol abuse assistance or rehabilitation program approved by federal, state or local health, law enforcement or appropriate agency.

- |   |   |
|---|---|
| 1. Dade Family Counseling/Families in Action                        | North: 305-621-6160<br>Hialeah: 305-827-3298<br>South: 305-267-7322 |
| 2. Alcoholics Anonymous   | 305-461-2424  |
| 3. Al-Anon  | 305-663-1432  |
| 4. Here's Help (Substance Abuse Program)                            | North: 305-685-8201<br>South: 305-238-8500                          |
| 5. Switchboard of Miami   | 305-358-4357  |
| 6. National Clearing House for Alcohol and Drug Treatment – Hotline | 1-800-662-4357  |
| 7. Miami Behavioral Health Center                                   | 305-774-3300  |

**FEDERAL PENALTIES AND SANCTIONS FOR ILLEGAL POSSESSION OF A CONTROLLED SUBSTANCE.**

21 U.S.C. 844(a)

1st conviction: Up to 1 year imprisonment and fined at least \$1,000 but not more than \$100,000, or both.

After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000, or both.

After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least \$5,000 but not more than \$250,000, or both.

Special sentencing provisions for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000, or both, if:

- (a) 1<sup>st</sup> conviction and the amount of crack possessed exceed 5 grams.
- (b) 2<sup>nd</sup> crack conviction and the amount of crack possessed exceeds 3 grams.
- (c) 3<sup>rd</sup> or subsequent crack conviction and the amount of crack possessed exceeds 1 gram,

21 U. S. C. 853 (A)(2) AND 881 (A) (7)

Forfeiture of personal and real property used to possess or facilitate possession of a controlled substance if that offense is punishable by more than 1 year imprisonment.

21 U. S. C. 861 (A) (4)

Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance.

21 U. S. C. 844a

Civil fine up to \$10,000 (pending adoption of final regulations).

21 U. S. C. 853a

Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for the first offense, up to 5 years for second and subsequent offenses.

18 U. S. C. 922(8)

Ineligible to receive or purchase a fire arm.

**Miscellaneous**

Revocation of certain Federal licenses and benefits, e.g. pilots licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies.

NOTE: These are only Federal penalties and sanctions. Additional State penalties and sanctions may apply.

**LOCAL PENALTIES AND SANCTIONS FOR ILLEGAL POSSESSION OF A CONTROLLED SUBSTANCE AND ALCOHOL:**

In addition to the aforementioned federal and the following state sanctions, local ordinances generally provide for legal sanctions for unlawful possession or distribution of illicit drugs and alcohol.

**STATE OF FLORIDA PENALTIES AND SANCTIONS FOR ILLEGAL POSSESSION OF A CONTROLLED SUBSTANCE**

**BLOOD ALCOHOL LEVEL OF .05**

1<sup>st</sup> OFFENSE: Imprisonment for not more than 1 year and/or \$350-\$500 fine; suspension of license at least 6 months.

2<sup>nd</sup> OFFENSE: Within 10 years, fine of not less than \$500; 1 year license revocation.

## **CAMPUS SECURITY REPORT**

### **PURPOSE**

It is the policy of SABER to provide the students, clients and employees with a safe environment in which to work and learn, and to keep students, and employees well informed about campus security. It is the policy of SABER to report criminal actions and other emergencies occurring on campus and to maintain records of crimes reported to campus authorities.

This institution's community is responsible for reporting criminal actions and other emergencies occurring on campus to their immediate supervisors, who will in turn report them to the CACC, and who keeps records of crimes reported. If assistance is required from the police or fire unit, Administration will contact emergency 911. If danger is imminent, any Department Head may do likewise. SABER will make a reasonable good-faith effort to obtain crime statistics from appropriate law enforcement agencies, to include in an annual security report and the Web-based report to ED. Those wishing to see the area's crime report can access: [www.miamidade.gov/myneighborhood](http://www.miamidade.gov/myneighborhood).

### **The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act**

The Clery Act (originally known as the "Campus Security Act") was enacted by the United States Congress and signed into law in 1990 and then later was amended in 1992 and 1998. The Clery Act law applies to all institutions of high education, both public and private that participate in any federal student aid programs requires schools to publicly disclose 3 years of campus crime statistics and basic security policies. As required by the Clery Act, SABER has its own plan to report criminal actions, other emergencies occurring on campus and its own policies concerning SABER response to such reports. The full description of the Clery Act-Statement of Policy is available in the School Catalog.

The reports that follows serves as public disclosure of the Clery Crime Statistics.

**SABER  
Clery Act Statistics  
3990 West Flagler St. #103  
Miami, Florida 33134**

Criminal Offenses – Offense Type	Year	On Campus	Public Property
Murder/Non-negligent manslaughter	2010	0	0
Negligent manslaughter	2010	0	0
Sex Offenses - Forcible	2010	0	0
Sex Offenses – Non - Forcible	2010	0	0
Robbery	2010	0	0
Aggravated Assault	2010	0	0
Burglary	2010	0	0
Motor Vehicle Theft	2010	0	0
Arson	2010	0	0
Larceny/Theft	2010	0	0
Simple assault	2010	0	0
Intimidation	2010	0	0
Destruction/damage/vandalism of property	2010	0	0

Hate Crimes – Offense Type	Year	On Campus	Public Property
Murder/Non-negligent manslaughter	2010	0	0
Negligent manslaughter	2010	0	0
Sex Offenses - Forcible	2010	0	0
Sex Offenses – Non - Forcible	2010	0	0
Robbery	2010	0	0
Aggravated Assault	2010	0	0
Burglary	2010	0	0
Motor Vehicle Theft	2010	0	0
Arson	2010	0	0
Simple Assault	2010	0	0
Larceny-theft	2010	0	0
Intimidation	2010	0	0
Destruction/damage/vandalism of property	2010	0	0

Arrests – Offense Type	Year	On Campus	Public Property
Weapons: carrying, possession, etc.	2010	0	0
Drug abuse violations	2010	0	0
Liquor law violations	2010	0	0

Disciplinary Actions – Offense Type	Year	On Campus	Public Property
Weapons: carrying, possession, etc.	2010	0	0
Drug abuse violations	2010	0	0
Liquor law violations	2010	0	0

**SABER**  
**Clery Act Statistics**  
**3990 West Flagler St. #103**  
**Miami, Florida 33134**

Criminal Offenses – Offense Type	Year	On Campus	Public Property
Murder/Non-negligent manslaughter	2009	0	0
Negligent manslaughter	2009	0	0
Sex Offenses - Forcible	2009	0	0
Sex Offenses – Non - Forcible	2009	0	0
Robbery	2009	0	0
Aggravated Assault	2009	0	0
Burglary	2009	0	0
Motor Vehicle Theft	2009	0	0
Arson	2009	0	0
Larceny/Theft	2009	0	0

Hate Crimes – Offense Type	Year	On Campus	Public Property
Murder/Non-negligent manslaughter	2009	0	0
Negligent manslaughter	2009	0	0
Sex Offenses - Forcible	2009	0	0
Sex Offenses – Non - Forcible	2009	0	0
Robbery	2009	0	0
Aggravated Assault	2009	0	0
Burglary	2009	0	0
Motor Vehicle Theft	2009	0	0
Arson	2009	0	0

Arrests – Offense Type	Year	On Campus	Public Property
Illegal weapons possession	2009	0	0
Drug law violations	2009	0	0
Liquor law violations	2009	0	0

Disciplinary Actions – Offense Type	Year	On Campus	Public Property
Illegal weapons possession	2009	0	0
Drug law violations	2009	0	0
Liquor law violations	2009	0	0

**SABER**  
**Clery Act Statistics**  
**3990 West Flagler St. #103**  
**Miami, Florida 33134**

Criminal Offenses – Offense Type	Year	On Campus	Public Property
Murder/Non-negligent manslaughter	2008	0	0
Negligent manslaughter	2008	0	0
Sex Offenses - Forcible	2008	0	0
Sex Offenses – Non - Forcible	2008	0	0
Robbery	2008	0	0
Aggravated Assault	2008	0	0
Burglary	2008	0	0
Motor Vehicle Theft	2008	0	0
Arson	2008	0	0
Larceny/Theft	2008	0	0

Hate Crimes – Offense Type	Year	On Campus	Public Property
Murder/Non-negligent manslaughter	2008	0	0
Negligent manslaughter	2008	0	0
Sex Offenses - Forcible	2008	0	0
Sex Offenses – Non - Forcible	2008	0	0
Robbery	2008	0	0
Aggravated Assault	2008	0	0
Burglary	2008	0	0
Motor Vehicle Theft	2008	0	0
Arson	2008	0	0

Arrests – Offense Type	Year	On Campus	Public Property
Illegal weapons possession	2008	0	0
Drug law violations	2008	0	0
Liquor law violations	2008	0	0

Disciplinary Actions – Offense Type	Year	On Campus	Public Property
Illegal weapons possession	2008	0	0
Drug law violations	2008	0	0
Liquor law violations	2008	0	0

## NEW ENROLLMENT STUDENT ETHNICITY

### FISCAL YEAR 2010 – 2011

	Men	Woman	Total	%
American Indian or Alaska Native	0	0	0	0
Asian	0	1	0	0
Black or African American	1	16	17	2.84%
Hispanic	113	468	581	96.99%
Native Hawaiian or other Pacific Islander	0	0	0	0
Nonresident	0	0	0	0
Two or more races	0	0	0	0
White	0	1	1	0.17%
<b>Total</b>	<b>114</b>	<b>485</b>	<b>599</b>	<b>100%</b>

### FISCAL YEAR 2009 – 2010

	Men	Woman	Total	%
American Indian or Alaska Native	0	0	0	0
Asian	0	0	0	0
Black or African American	1	0	1	0.49%
Hispanic	111	440	551	99%
Native Hawaiian or other Pacific Islander	0	0	0	0
Nonresident	0	0	0	0
Two or more races	0	0	0	0
White	0	1	1	0.49%
<b>Total</b>	<b>112</b>	<b>441</b>	<b>553</b>	<b>100%</b>

### FISCAL YEAR 2008 – 2009

	Men	Woman	Total	%
American Indian or Alaska Native	0	0	0	0
Asian	0	0	0	0
Black or African American	0	1	1	0.49%
Hispanic	39	164	203	99%
Native Hawaiian or other Pacific Islander	0	0	0	0
Nonresident	0	0	0	0
Two or more races	0	0	0	0
White	0	1	1	0.49%
<b>Total</b>	<b>39</b>	<b>166</b>	<b>205</b>	<b>100%</b>

**SABER SCHOOL**

**ANNUAL GRADUATION /RETENTION AND PLACEMENT RATE**

**FROM 07/01/10 to 06/30/11**

<b>PROGRAMS</b>	<b>GRADUATION RETENTION RATE</b>	<b>PLACEMENT RATE</b>
<b>ESOL</b>	<b>71.53%</b>	<b>82.22%</b>
<b>PRACTICAL NURSING SOC-29-2061*</b>	<b>96.88%</b>	<b>98.88%</b>

**FROM 07/01/09 to 06/30/10**

<b>PROGRAMS</b>	<b>GRADUATION RETENTION RATE</b>	<b>PLACEMENT RATE</b>
<b>ESOL</b>	<b>76.09%</b>	<b>84.8%</b>
<b>PRACTICAL NURSING SOC-29-2061*</b>	<b>82.35%</b>	<b>95.45%</b>

\*Occupational profiles O\*NET  
[www.onetonline.org/find](http://www.onetonline.org/find)

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