



ORDER SUSPENDING APPROVAL TO OPERATE DEGREE GRANTING PROGRAMS

To: California South Bay University, Inc., Owner
California South Bay University
577 Salmar Avenue Suite 120
Campbell, CA 95008

INSTITUTION CODE: 13317491

ORDER NUMBER: 1006766

ORDER MAILING DATE: July 14, 2021

ORDER EFFECTIVE DATE: July 19, 2021

DUE DATE TO REQUEST INFORMAL OFFICE CONFERENCE: August 18, 2021

Beth Scott, as the designee of the Bureau Chief of the Bureau for Private Postsecondary Education (Bureau), hereby issues an Order Suspending Approval to Operate Degree Granting Programs (Order) of the above institution.

This Order is hereby issued to California South Bay University, Inc., Owner of California South Bay University (Institution) located at 577 Salmar Avenue Suite 120, Campbell, CA 95008, pursuant to California Education Code (CEC) section 94885.5 and Title 5 of the California Code of Regulations (5, CCR) section 71410 for the violations described below.

Factual Basis

On May 21, 2015, the Bureau received the Accreditation Benchmark Table from the Institution that indicated they would seek accreditation with the Accrediting Council for Independent Colleges and Schools (ACICS).

On June 17, 2016, California South Bay University (Institution), an unaccredited degree granting institution, received a provisional approval to operate two (2) degree programs. The provisional approval was granted in accordance with CEC section 94885.5 (a).

On March 27, 2017, the Bureau received an updated Accreditation Benchmark Table from the Institution that indicated they switched their pursuit to the Accrediting Commission of Career Schools and Colleges (ACCSC).

On or around February 2018, the Bureau received the Accreditation Benchmark Table from the Institution.

On or around May 1, 2018, the Bureau received an email from the Institution that stated they were continuing to achieve accreditation with ACCSC but also had begun engaging with Western Association of Schools and Colleges (WASC) as a possible alternative.

On May 14, 2018, the Bureau received an extension request from the Institution.

On June 5, 2018, the Bureau received an email from the Institution with evidence of their intent to seek accreditation with WASC. In addition, the Institution stated that they would be seeking WASC and ACCSC accreditation at the same time. Additionally, the Institution had met the pre-accreditation requirement, achieved accreditation candidacy or pre-accreditation¹ status with WASC, and provided an accreditation plan that showed they would be WASC accredited by February 2023.

On June 16, 2021, the Bureau received an extension request from the Institution.

On June 23, 2021, the Bureau notified the Institution that their request for extension was denied, as the request did not demonstrate that the institution had made strong progress toward achieving accreditation.

ORDER

In accordance with the provisions of CEC section 94885.5(d)(1) & (d)(2) and 5, CCR sections 71410 and 74250, the Bureau hereby orders the following:

The approval to operate, issued to California South Bay University is automatically suspended as to all of the institution's degree programs. The Bureau will not lift the suspension until the Institution complies with the requirements of CEC section 94885.5(d)(1) & (d)(2) by submitting evidence to the Bureau of having achieved accreditation.

1. You must immediately **cease enrolling new students** in all of your degree programs.
2. Within 30 days of the effective date of this Order, you must submit a **degree program closure plan** to the Bureau with all of the following:
 - a. The date the institution stopped enrolling new students in the degree program(s).
 - b. A list of contact information for all students currently enrolled in each degree program.
 - c. A **teach-out plan** with information on the arrangements you have made for students to complete their educational programs at another institution. **The institution shall not teach-out its own students.** The teach-out plan must: (1) provide the name and location of the institution(s) providing the teach-out; (2) include a plan for the disposition of student records per CEC section 94927.5; (3) be compliant with the refund provisions of CEC section 94927; and (4) include a copy of the notification to be provided to students identified in item # 4 below.
3. The institution must notify, in writing, all currently enrolled students within five (5) business days of the effective date of this Order of the following:
 - a. That the institution has received a notice of suspension from the Bureau and may no longer offer degree programs.
 - b. The teach-out plan, which shall provide, at minimum, the following information: (1) the name and location of the institution(s) that is providing the teach-out, (2) the date upon which instruction at the teach-out institution(s) will begin, (3) how and when payments will be made to the new institution and any relevant financial information, and (4) a contact person at the new institution(s).

- c. That the student has a right to choose not to participate in the teach-out, and instead seek a refund for any classes the student is currently enrolled in or has not yet completed.
4. Any student may seek a refund from the institution rather than participate in a proposed teach-out program. The school must provide refunds within 45 days of the request by a student.
5. Failure of any institution to comply with the requirements of this section will be considered a violation and subject to action by the Bureau.

APPEAL OF ORDER

You may request an appeal of this Order before the Director of the Department of Consumer Affairs, or his or her designee. (5 CCR section 71410.)

Because this suspension is automatic per CEC section 94885.1(e), the institution shall not operate its degree programs during any appeal.

If you wish to appeal this Order, you must do so within 30 days from the effective date of the Order. *Unless you sign a written request for an appeal and deliver it to the Bureau within 30 days from the effective date of the Order, you will be deemed to have waived your right to appeal this matter to the Department of Consumer Affairs.*

Upon timely receipt of your request for an appeal, an informal office conference will be arranged within 30 days, or as extended at your request or by the Bureau for good cause. Upon request and approval, the person approved to operate the institution or representative may participate in the office conference by telephone.

Please submit your request to:

Bureau for Private Postsecondary Education
Attn: Cheryl Lardizabal, Discipline Analyst
1747 N. Market Blvd., Ste. 225
Sacramento, CA 95834

Failure by an institution to comply with the Order above may result in further enforcement action. The Bureau will promptly take all appropriate action to enforce this Order.

CONTACT INFORMATION

If you have any questions regarding this Order or can verify that you submitted evidence to the Bureau of accreditation candidacy or pre-accreditation, please contact Cheryl Lardizabal, Discipline Analyst, at (916) 574-8968 or Cheryl.Lardizabal@dca.ca.gov.

“Original signature on file”

“7/14/2021”

Beth Scott
Enforcement Chief

Date

Enclosures

- Declaration of Service by Certified and First-Class Mail