



CITATION: ASSESSMENT OF FINE AND ORDER OF ABATEMENT

To: Mildred Casper, Owner
Allied Professional Institute
5199 E. Pacific Coast Hwy, Ste 300N
Long Beach, CA 90804

INSTITUTION CODE: 21939702

CITATION NUMBER: 1920159

CITATION ISSUANCE/SERVICE DATE: December 17, 2019

DUE DATE: January 16, 2020

FINE AMOUNT: \$ 5,000.00

ORDER OF ABATEMENT INCLUDED: Yes

Christina Villanueva issues this Citation: Assessment of Fine and Order of Abatement (Citation) in her official capacity as Discipline Manager of the Bureau for Private Postsecondary Education (Bureau) of the California Department of Consumer Affairs.

CITATION

A Citation is hereby issued to Mildred Casper, Owner of Allied Professional Institute (Institution) located at 5199 E. Pacific Coast Hwy, Ste 300N, Temecula, CA 92590, pursuant to Business and Professions Code section 125.9; California Education Code (CEC) sections 94936 and 94932; and Title 5 of the California Code of Regulations (5, CCR) section 75020 for the violations described below.

BACKGROUND

On September 16, 2019, Bureau staff attempted to conduct an unannounced Compliance inspection at the Institution. Upon arrival, Bureau staff noticed that no one was at the school and the front door was locked. Bureau staff attempted to call the Institution's main phone number, however the phone number was disconnected. Additionally, Bureau staff attempted to reach the Owner, Agent for Service, and Custodian of Records, however all three phone numbers were disconnected. Bureau staff left the Institution site unable to conduct the inspection.

VIOLATION

Page 1 of 3

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Mildred Casper, Owner of Allied Professional Institute
Institution Code: 21939702

#	Below you will find the California Education Code (CEC) and/or Title 5 of the California Code of Regulations (5, CCR code) section(s) of law you are charged with violating.
1.	<p><u>Violation:</u> CEC Section 94932.5 - Announced and Unannounced Compliance Inspections <i>(a) As part of its compliance program, the bureau shall perform announced and unannounced inspections of institutions at least every five years.</i></p> <p>5, CCR Section 71930 (e) – Maintenance of Records <i>(e) All records that the institution is required to maintain by the Act or this chapter shall be made immediately available by the institution for inspection and copying during normal business hours by the Bureau and any entity authorized to conduct investigations.</i></p> <p>The Institution failed to have personnel present during their posted normal business hours to allow Bureau staff to inspect and copy records during normal business hours.</p> <p><u>Order of Abatement:</u> The Bureau orders the institution to submit an established policy, or procedure, that identifies how personnel will be present during normal business hours to allow the Bureau access to the Institution to inspect all records that are required to be maintained per 5, CCR Section 71930 (e).</p> <p><u>Assessment of Fine</u> The fine for this violation is \$5,000.00</p>
TOTAL ADMINISTRATIVE FINE DUE: \$5,000.00	

ASSESSMENT OF A FINE

In accordance with CEC section 94936; and 5, CCR sections 75020 and 75030, the Bureau hereby orders this assessment of fine in the amount of **\$5,000.00** for the violations described above. **Payment must be made, to the Bureau, within 30 days from the date of service of the Citation.**

COMPLIANCE WITH ORDER OF ABATEMENT

In accordance with the provisions of CEC section 94936 and 5, CCR section 75020 the Bureau hereby issues the order(s) of abatement described above. **Evidence of compliance with the order(s) of abatement must be submitted, to the Bureau, within 30 days from the date of service of the Citation.**

APPEAL OF CITATION

You have the right to contest this Citation through an informal conference with the Bureau; and/or through an administrative hearing in accordance with Chapter 5 (Commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the Government Code.

If you wish to contest this Citation, you must submit the 'Notice of Appeal of Citation – Request for Informal Conference and/or Administrative Hearing' form (enclosed) within 30 days from the date of service of the Citation. *If you do not request an informal conference and/or an administrative hearing within 30 days from the service of the Citation, you will not be able to request one at a later time.*

Unless a written request for an informal conference and/or an administrative hearing is signed by you and delivered to the Bureau by **January 16, 2020**, you will be deemed to have waived or forfeited your right to appeal this matter.

EFFECTIVE DATE OF CITATION

If you do not request an informal conference and/or an administrative hearing, this Citation shall become effective on **December 17, 2019**. Payment of the administrative fine and evidence of compliance with the order(s) of abatement shall be due by **January 16, 2020**. Your payment of the administrative fine shall not constitute an admission of the violation(s) charged.

If a hearing is requested, you will not be required to comply with this Citation until 30 days after a final order is entered against you.

Payment of the administrative fine and/or written request for appeal must be mailed to:

Gabriella Perez, Discipline Citation Program
Bureau for Private Postsecondary Education
P.O. Box 980818
West Sacramento, CA 95798-0818

Failure for an applicant or institution to abate the violation(s) listed above or to pay the administrative fine within the time allowed may result in denial of an application for an approval or renewal to operate; disciplinary action, and/or collection action. The Bureau will promptly take all appropriate action to enforce this Citation and recover the civil penalties prescribed therein or found to be due after a hearing.

CONTACT INFORMATION

If you have any questions regarding this Citation, or desire further information, please contact Gabriella Perez, Citation Analyst, at Gabriella.Perez@dca.ca.gov.

Christina Villanueva
Discipline Manager

Date

Enclosures

- Applicable Laws Violated
- Statement of Rights: Appeal Process Information Sheet
- Notice of Appeal of Citation: Request for Informal Conference and/or Administrative Hearing
- Payment of Fine – Waiver of Appeal
- Declaration of Service by Certified and First- Class Mail