



NOTICE TO COMPLY
 CA-66695760-10/23

Institution Name:	California Arts University	Institution Telephone:	714- 222-1110
Institution Code:	66695760	Administrator Name:	Joshua S Chung
Street Address:	4100 W. Commonwealth Ave. #101, Fullerton, CA 92833	Inspection Date:	October 3, 2023

The Bureau for Private Postsecondary Education (Bureau) issues this Notice to Comply pursuant to California Education Code (CEC) section 94935 and Title 5 of the California Code of Regulations (5 CCR) section 75010.

California Private Postsecondary Education Act: https://www.bppe.ca.gov/lawsregs/ppe_act.pdf
 Title 5 of the California Code of Regulations: <https://www.bppe.ca.gov/lawsregs/regs.pdf>

Violation	Code Section Violated	Description of the violation and required correction.
1	CEC §94920 (b)	<p>Violation Description: Page 1 of the institute’s enrollment agreement includes the following fees:</p> <p>Fees:</p> <p>Application Fee (non-refundable) \$100 Enrollment Fee (non-refundable) \$100 Registration Fee (non-refundable) \$100</p> <p>However, sum of the fees listed above surpasses the amount allowed, which is \$250, per CEC §94920 (b).</p> <p>Correction: To remedy these violations; recalculate the fees listed above to comply with CEC §94920 (b). Provide a copy or a link to the revised enrollment agreement too.</p>

Violation	Code Section Violated	Description of the violation and required correction.
2	5,CCR §71800(e)(2)(11)	<p>Violation Description: The itemization of charges list within the institute’s enrollment agreement failed to include the following “non-refundable” verbiage for the following:</p> <p>(2) registration fee (non-refundable)</p> <p>(11) Student Tuition Recovery Fund fee (non-refundable)</p> <p>Correction: Update the enrollment agreement to comply with 5,CCR §71800(e)(2)(11). Provide a copy or a link to the revised enrollment agreement too.</p>

Violation	Code Section Violated	Description of the violation and required correction.
3	CEC §94911(e)(1)	<p>Violation Description: The institute’s enrollment agreement includes the following information regarding non-refundable fees:</p> <p>Fees: Student Activity Association Fee (non-refundable) \$30 Readmission Fee (non-refundable) \$100 Tuition Installation Fee (non-refundable) \$35 Add/Drop Fee (non-refundable) \$10 Return Check/Denied Credit Card (non-refundable) \$35 International Student Service Fee (non-refundable) \$300 I-20 Re-Issue Fee (non-refundable) \$50 I-20 Extension Fee (non-refundable) \$100 Shipping Fee (non-refundable) Domestic \$15 / International \$30 Express Shipping Fee (non-refundable) Domestic \$40 / International \$50 Individual Instruction Fee Music Students (non-refundable) \$50 per hour Graduation Fee (non-refundable) \$450 Student ID Card (non-refundable) \$10 ID Card Replacement Fee (non-refundable) \$25 Transcript/Certificate (non-refundable) \$10 Transcript Express Fee (non-refundable) \$20 Transcript Mailing Fee (non-refundable) \$5 English Translation Services (non-refundable) \$50 per hour Individual Instruction Fee (non-refundable) \$700 per semester</p> <p>However, the non-refundable fees listed above are unenforceable during the cancellation period.</p> <p>Correction: Update the non-refundable fees section within the enrollment agreement to comply with CEC §94911(e)(1). Provide a copy or a link to the revised enrollment agreement too.</p>

Violation	Code Section Violated	Description of the violation and required correction.
4	5 CCR § 71810 (b)(5)	<p>Violation Description: The institute's 2022-2023 catalog advertises that the primary instructional language is taught in Korean. However, according to Bureau records the school is approved to teach one program in Korean language.</p> <p>Correction: To remedy this violation, the school shall either provide proof of the documentation submitted to the Bureau's Licensing Unit for the approval to teach all programs in Korean language. Otherwise, if the school does not have the approval/documentation from the Bureau to teach in Korean language, the institute shall delete the references in the 2022-2023 catalog to teach in Korean language.</p>
5	CEC § 94909 (a)(8)(B) in conjunction with CEC § 94919(d)	<p>Violation Description: The institute's 2022 -2023 English catalog, page 45, and Korean catalog, page 38, identifies that the application, registration, and enrollment fees exceeds the \$250 that an institution may retain if a student cancels within the cancellation period. The statements are not in compliance with CEC § 94919(d).</p> <p>Correction: To remedy these violations, the institute shall revise the cancellation policies in both the English and Korean catalogs for 2022 -2023 to include a deposit or application fee not to exceed \$250. The policies must demonstrate compliance with CEC § 94909 (a)(8)(B) and CEC § 94919(d). Provide proof of correction.</p>
6	5 CCR § 76140 (a) (1-13)	<p>Violation Description: The school's 2023 1st and 2nd Quarter STRF supporting documentation, failed to contain record of the following: (4) Local or mailing address, (5) Address at the time of enrollment, (7) Date enrollment agreement signed, (8) Course and course cost, and (10) Quarter in which the STRF assessment was remitted to the Bureau.</p> <p>Correction: To remedy these violations, the school institute shall update the 2023 1st and 2nd Quarter STRF supporting documentation, pursuant to 5 CCR § 76140(a) (1-13). Provide proof of correction.</p>

Pursuant to 5 CCR section 75010(d), the Institution may do either of the following:

- (1) Within 30 days from the date of the inspection, sign and return the notice to comply, declaring under penalty of perjury that the violation was corrected and describing how compliance was achieved; or
- (2) Within 30 days from the date of the inspection, file with the Bureau a written notice of disagreement, specifying the minor violations described in the notice to comply with which the person approved to operate the institution disagrees, and appealing it by requesting an informal office conference. If a written notice of disagreement is not timely filed with the Bureau, the right to appeal is deemed to have been waived.

Pursuant to CEC section 94935(h), failure to comply with the notice to comply will result in the Bureau taking appropriate administrative enforcement action.

The Notice to Comply was given to the Institution's owner, person in control, chief academic officer, chief executive officer, chief operating officer, institution director, or any person delegated by any of the aforementioned persons to facilitate the inspection or accept such notice as set forth below.

Notice To Comply Given To Name & Title:	Joshua Chung / Institute Compliance Officer
Bureau Compliance Analyst Name:	Byron Bond
Bureau Compliance Analyst Signature:	

NOTICE TO COMPLY DECLARATION

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I declare under penalty of perjury that each violation identified in this Notice to Comply has been corrected and attached with this declaration is evidence to support the correction of each violation identified.

Signature

Date

Print Name and Title