



NOTICE TO COMPLY

CA-4102141-052024

Institution Name:	Unitek College	Institution Telephone:	(650) 871-0701
Institution Code:	4102141	Administrator Name:	Neena Chauhan
Street Address:	21615 Hesperian Blvd. Hayward, CA 94541	Inspection Date:	5/23/2024

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 § 94909 (a)(5).	Violation Description: The institution's catalog advertises the programs as distance and hybrid education courses. However, according to Bureau records, the school is not approved to offer distant and hybrid education courses. Correction: The institution shall remove this language from the institution's catalog that shows compliance with CEC § 94909 (a)(5).
2	CEC § 94909 (a)(8)(B) in conjunction with CEC § 94919 (c)	Violation Description: Page 143 of the institution's catalog contains an unenforceable policy of deduction in refunds for equipment not returned in good condition and opened packaging of textbooks and Chromebooks during the cancellation period. Correction: Delete the unenforceable policy or add that the policy applies to refunds made after the cancellation period. Provide a copy of the updated policy that shows compliance pursuant to CEC § 94909 (a)(8)(B) in conjunction with CEC § 94919 (c).

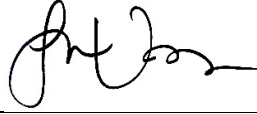
Violation	Code Section Violated	Description of the violation and required correction.
3	5 CCR § 71810 (b)(13)(B)	Violation Description: Institution fails to include the availability of housing located reasonably near the institution's facilities and an estimation of the approximate cost or range of the cost of the housing in its catalog, under housing assistance on page 228. Correction: Add the information above to the institution's catalog. Provide a copy of the updated catalog that shows compliance pursuant to 5 CCR § 71810 (b)(13)(B).
4	CEC § 94920 (b)	Violation Description: Pages 1,2, and 4 of the enrollment agreement (EA) contains unenforceable policies of non-refundable books and supplies, lab fees, program fees, technology fees, health assessment fee, electronic learning resources (including e-books) accessible via student-specific one-time activation codes, equipment not returned in good condition, and open Chromebooks and textbooks. Correction: Delete the unenforceable policies or add to the policies that such items are non-refundable after the cancellation period. Provide a copy of the updated EA that shows compliance pursuant to CEC § 94919 (d).
5	CEC § 94916	Violation Description: Institution fails to include, in its EA, the required Notice for extending credit or lending money to an individual in the required 12-point font. Correction: Update the Notice to the required 12-point font. Provide a copy of the updated EA that shows compliance pursuant to CEC § 94916.

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:	Neena Chauhan, Campus Director
Bureau Compliance Analyst Name:	Luc Vang
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