



NOTICE TO COMPLY

CU-19103643-06252025

Institution Name:	Healthcare Career Center	Institution Telephone:	(562) 868-0946
Institution Code:	19103643	Administrator Name:	Maria Teresa Martinez
Street Address:	12440 Firestone Blvd, Suite 220 Norwalk, CA 90650	Inspection Date:	June 25, 2025

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)(3)(D)	<p>Violation Description: The institution's 2025 catalog, failed to contain the required verbatim statement: "The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling (888) 370-7589 or by visiting www.bppe.ca.gov."</p> <p>Correction: The institution shall update the catalog, to include the above-mentioned statement, pursuant to CEC § 94909 (a)(3)(D).</p>
2	CEC § 94909 (a)(8)(A) in conjunction with 5 CCR § 71770 (a)(1)	<p>Violation Description: The nursing assistant admission policy on page 18 of the institution's 2025 catalog, does not comply with the Bureau's admission standards as required by 5, CCR § 71770 (a)(1). The institution's policy failed to establish criteria for a qualified candidate for admission, including minimum levels of prior education, preparation, skills, or training.</p>

Violation	Code Section Violated	Description of the violation and required correction.
		<p>Correction: The institution shall update the nursing assistant admission policy in its catalog. The policy must demonstrate compliance with CEC § 94909 (a)(8)(A) and 5 CCR § 71770 (a)(1).</p>
3	CEC §94909 (a)(9) in conjunction with 5 CCR § 76120 (a)	<p>Violation Description: On pages 22 and 23 of the institution's 2025 catalog, reflects the prior Student Tuition Recovery Fund (STRF) assessment fee. In accordance with the regulations in effect as of April 1, 2024, the STRF assessment fee is zero dollars (\$0.00) per one thousand dollars (\$1,000) of institutional charges.</p> <p>Correction: The Institution shall update its catalog to reflect the current STRF assessment fee which is zero dollars (\$0.00) per one thousand dollars (\$1,000) of institutional charges, pursuant to CEC §94909 (a)(9) and 5 CCR § 76120 (a).</p>
4	5 CCR § 71810 (b)(6)	<p>Violation Description: The institution's 2025 catalog is missing the institution's policies and practices regarding any form of financial aid.</p> <p>Correction: The institution shall update its catalog to include policies and procedures regarding any form of financial aid, pursuant to 5 CCR § 71810 (b)(6).</p>
5	5 CCR § 71800 (e)(3)	<p>Violation Description: The institution's enrollment agreement, failed to itemize on page 1, the fees for stethoscope and blood pressure apparatus identified on page 3 of the enrollment agreement. The fees for stethoscope and blood pressure apparatus must be separately itemized from the cost of tuition.</p> <p>Correction: The institution shall update its enrollment agreement to include the stethoscope and blood pressure apparatus fee within the Total Fees, Charges, and Expenses list, pursuant to 5 CCR § 71800 (e)(3).</p>
6	5 CCR § 71800 (e)(5)	<p>Violation Description: The institution's enrollment agreement, failed to itemize on page 1, the textbook fees identified on page 3 of the enrollment agreement. The fees for textbooks must be separately itemized from the cost of tuition.</p>

Violation	Code Section Violated	Description of the violation and required correction.
		<p>Correction: The institution shall update its enrollment agreement to include the textbook fees within the Total Fees, Charges, and Expenses list, pursuant to 5 CCR § 71800 (e)(5).</p>
7	CEC § 94911 (e)(2) in conjunction with CEC § 94920 (d) and 5 CCR § 71750 (c)(1)	<p>Violation Description: The institution's pro-rata refund policy on page 2 of the enrollment agreement does not comply with the Bureau's pro rata refund calculation required by CEC § 94920 (d) and 5 CCR § 71750 (c)(1). In accordance with 5 CCR § 71750 (c)(1), the regulation recognizes the pro rata refund daily charge is based on the total institutional charge. The policy in the enrollment agreement identifies the calculation is based on cost of tuition.</p> <p>Correction: The institution shall update its refund policy in the enrollment agreement to comply with CEC § 94920 (d) and 5 CCR § 71750 (c)(1), pursuant to CEC § 94911 (e)(2).</p>
8	CEC § 94911 (g)(2)	<p>Violation Description: The statement on page 3 of the institution's enrollment agreement is missing part of the specific statement.</p> <p>Correction: The institution shall update the specific statement in the enrollment agreement, pursuant to CEC § 94911 (g)(2).</p>
9	CEC § 94911 (i)(2)	<p>Violation Description: The statement on page 4 of the institution's enrollment agreement is missing parts of the verbatim statement.</p> <p>Correction: The institution shall update the statement in the enrollment agreement, pursuant to CEC § 94911 (i)(2).</p>
10	CEC § 94913 (a)(1) in conjunction with 5 CCR § 71810 (a)	<p>Violation Description: The institution's website https://www.healthcare-career-center.com/school-catalog contains an outdated 2024 catalog with violations identified in this NTC.</p> <p>Correction: Once the institution's current catalog has been updated to remedy the violation(s), the institution</p>


Violation	Code Section Violated	Description of the violation and required correction.
		shall update its website to provide the current/updated institution catalog pursuant to CEC § 94913(a)(1).
11	CEC § 94913 (a)(2)	<p>Violation Description: The institution failed to post on its website, a link to the institution's 2022-2023 School Performance Fact Sheets.</p> <p>Correction: The institution shall update its website to include a link to the institution's 2022-2023 School Performance Fact Sheets, pursuant to CEC § 94913 (a)(2).</p>
12	CEC § 94913 (a)(5)	<p>Violation Description: The institution failed to post on its website, a link to the institution's most recent annual report submitted to the Bureau. According to Bureau records, the most recent annual report submitted is the 2023 Annual Report.</p> <p>Correction: The institution shall update its website to include a link to the institution's 2023 Annual Report, pursuant to CEC § 94913 (a)(5).</p>
13	5 CCR § 71760	<p>Violation Description: The institution failed to provide self-monitoring procedures used by the institution to assure that it is maintained and operated in compliance with the Act and this Division.</p> <p>Correction: The institution shall provide a copy of its self-monitoring procedures used by the institution to assure that it is maintained and operated in compliance with the Act and this Division, pursuant to 5 CCR § 71760.</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:	Maria Teresa Martinez, Secretary/Owner
Bureau Compliance Analyst Name:	Gema Fider
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