



NOTICE TO COMPLY

CU-44933284-06252025

Institution Name:	Medical Allied Career Center, Inc.	Institution Telephone:	(562) 807-2420
Institution Code:	44933284	Administrator Name:	Anna Maria R. Galvez
Street Address:	12631 East Imperial Highway, D-108 Santa Fe Springs, CA 90670	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	5 CCR § 71810 (b)(3)	<p>Violation Description: The institution's 2025 catalog failed to identify whether visa services are provided or whether the institution will vouch for student status, and any associated charges. According to the institution's website the institution admits nonimmigrant students into</p>

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		<p>its vocational nursing program (https://medicalallied.edu/international-student/).</p> <p>Correction: The institution shall update its catalog to identify whether it admits students from other countries, whether visa services are provided or whether the institution will vouch for student status, and any associated charges, pursuant to 5 CCR § 71810 (b)(3).</p>
3	5 CCR § 71810 (b)(4)(B)	<p>Violation Description: Although the institution's 2025 catalog contains English Language proficiency requirements, the catalog failed to identify whether English language services are provided and, if so, the nature of the service and its cost.</p> <p>Correction: The institution shall update its catalog to include the above-mentioned information, pursuant to 5 CCR § 71810 (b)(4)(B).</p>
4	CEC § 94909 (a)(14) in conjunction with 5 CCR § 76215 (b)	<p>Violation Description: Although the institution's 2025 catalog contains the required STRF statement, the statement reference the Bureau's old address (2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833) and old telephone number (916-431-6959).</p> <p>Correction: The institution shall update the STRF statement in the catalog with the Bureau's current address (1747 North Market Blvd., Suite 225, Sacramento, California, 95834), and current telephone number (916-574-8900 or (888) 370-7589), pursuant to CEC § 94909 (a)(14) and 5 CCR § 76215 (b).</p>
5	CEC § 94909 (a)(8)(B) in conjunction with CEC § 94919 (d)	<p>Violation Description: Page 48 of the institution's 2024-2025 catalog, contains an unenforceable statement regarding the deduction for damaged books or other printed materials not timely returned in good condition within the cancellation period. The statement does not comply with CEC § 94919 (d).</p> <p>Correction: The institution shall update the refund and cancelation policy in its catalog. The policy must demonstrate compliance with CEC § 94909 (a)(8)(B) and CEC § 94919 (d).</p>

Violation	Code Section Violated	Description of the violation and required correction.
6	CEC § 94909 (a)(8)(B) in conjunction with CEC § 94919 (c) and 5 CCR § 71750 (c)(1)	<p>Violation Description: The institution's pro-rata refund policy on page 47 of the 2025 catalog does not align with the Bureau's pro rata refund calculation required by CEC § 94919 (c) and 5 CCR § 71750 (c)(1). According to 5 CCR § 71750 (c)(1), the pro rata refund is calculated as follows, "the amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal."</p> <p>Correction: The institution shall update its refund policy in the catalog to comply with CEC § 94919 (c) and 5 CCR § 71750 (c)(1), pursuant to CEC § 94909 (a)(8)(B).</p>
7	5 CCR § 71810 (b)(14) in conjunction with CEC § 94907	<p>Violation Description: The institution's complaint grievance procedure page 73 of the 2025 catalog, states "If a complaint cannot be resolved after exhausting the institution's grievance procedure, the student may file a complaint with the Bureau of Private Postsecondary." This policy does not comply with CEC § 94907. In accordance with CEC § 94907, an institution shall not require a student to invoke an internal institutional dispute procedure before enforcing any contractual or other legal rights or remedies.</p> <p>Correction: The institution shall update its grievance procedure policy in the catalog to comply with CEC 94907, pursuant to 5 CCR § 71810 (b)(14).</p>
8	5 CCR § 71810 (b)(15) in conjunction with CEC § 94897 (s)	<p>Violation Description: Page 44 of the institution's 2025 catalog contains an unenforceable policy that states, "The institution reserves the right to issue transcripts for training for which the student has paid tuition. The institution reserves the right to refuse any service to the student who has unsettled financial obligations." In accordance with CEC § 94897 (s) and Civil Code section 1788.93, an institution cannot require a student to satisfy financial obligations or make arrangements for payment prior to providing a transcript to a student. The statement in the catalog does not comply with CEC § 94897 (s).</p>

Violation	Code Section Violated	Description of the violation and required correction.
		Correction: The institution shall remove the non-compliant statement from the catalog. The institution's policy must demonstrate compliance with 5 CCR 71810 (b)(15) and CEC § 94897 (s).
9	5 CCR § 71800 (e)(11)	<p>Violation Description: On page 1 of the institution's enrollment agreement, the institution failed to itemize Student Tuition Recovery Fund (STRF) assessment fee.</p> <p>Correction: The institution shall update all enrollment agreements to itemize the STRF assessment fee, pursuant to 5 CCR § 71800 (e)(11).</p>
10	CEC § 94911 (b)	<p>Violation Description: On page 1 of the institution's enrollment agreements, the institution failed to clearly identify Student Tuition Recovery Fund as nonrefundable charge.</p> <p>Correction: The institution shall update all enrollment agreements to identify Student Tuition Recovery Fund as nonrefundable charge, pursuant to CEC § 94911 (b).</p>
11	CEC § 94911 (e)(2) in conjunction with CEC § 94919 (d)	<p>Violation Description: On page 3 of the institution's vocational nursing and nursing assistant enrollment agreements, contains an unenforceable statement regarding the deduction for equipment not returned within 30-day period if the student cancels within the cancellation period. The statement does not comply with CEC § 94919 (d)</p> <p>Correction: The institution shall update the refund and cancelation policy in all enrollment agreements. The policy must demonstrate compliance with CEC § 94911 (e)(2) and CEC § 94919 (d).</p>
12	CEC § 94911 (e)(2) in conjunction with CEC § 94919 (c) and 5 CCR § 71750 (c)(1)	<p>Violation Description: The institution's pro-rata refund policy on page 4 of the vocational nursing and nursing assistant enrollment agreements does not align with the Bureau's pro rata refund calculation required by CEC § 94919 (c) and 5 CCR § 71750 (c)(1). According to 5 CCR § 71750 (c)(1), the pro rata refund is calculated as follows, "the amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the</p>


Violation	Code Section Violated	Description of the violation and required correction.
		<p>number of days student attended, or was scheduled to attend, prior to withdrawal.”</p> <p>Correction: The institution shall update its refund policy in all enrollment agreements to comply with CEC § 94919 (c) and 5 CCR § 71750 (c)(1), pursuant to CEC § 94911 (e)(2).</p>
13	CEC § 94913 (a)(1)	<p>Violation Description: The institution’s website contains a catalog with violations identified in this NTC.</p> <p>Correction: Once the institution's catalog has been updated to remedy the violation(s), the institution shall update its website to provide the current/updated institution catalog pursuant to CEC § 94913(a)(1).</p>
14	CEC § 94897 (l)	<p>Violation Description: On the institution’s flyer, the institution identifies they are approved by BPPE, however the institution failed to define the term approved by.</p> <p>Correction: The institution shall update the statement on its flyer, where the institution identifies approved by BPPE to state, “BPPE APPROVED - Approval to Operate means compliance with state standards as set forth in the California Private Postsecondary Education Act of 2009”.</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:	Anna Maria R. Galvez, Director of Financial Aid
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