



NOTICE TO COMPLY

CU-32801966-07232025

Institution Name:	Elite Permanent Makeup & Cosmetology College	Institution Telephone:	(310) 446-7878
Institution Code:	32801966	Administrator Name:	Mahnaz Bahaelou
Street Address:	11961 Santa Monica Blvd. Los Angeles, CA 90025	Inspection Date:	July 23, 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 § 94913 (a)(5)	Violation Description: The institution's website failed to have a clear and conspicuous link to the most recent annual report submitted to the bureau. Correction: The institution shall update its website to have a clear, and conspicuous link to their most recent annual report submitted to the bureau.
2	CEC § 94909 (a)(3)(D)	Violation Description: The institution's 2024-2025 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 https://www.osar.bppe.ca.gov/ ." Correction: The institution shall update its catalog to include the above-mentioned statement pursuant to CEC § 94909 (a)(3)(D).

Violation	Code Section Violated	Description of the violation and required correction.
3	CEC § 94909 (a)(10)	<p>Violation Description: The institution's 2024-2025 catalog mentions not participating in federal financial aid programs; however, it fails to report whether the institution participates in state financial aid and if so, all consumer information that is required to be disclosed to the student pursuant to federal and state financial aid programs.</p> <p>Correction: The institution shall update its catalog to report whether the institution participates in state financial aid and if so, all consumer information that is required to be disclosed to the student pursuant to federal and state financial aid programs.</p>
4	CEC §94909 (a)(2) in conjunction with §94897 (l)	<p>Violation Description: Page 4 of the institution's 2024-2025 catalog has a statement, "...the approval to operate by the California Bureau for Private Postsecondary Education," but fails to clarify that approval to operate means compliance with state standards as set forth in the CEC and 5, CCR.</p> <p>Correction: The institution shall update its catalog to contain the above-mentioned statement with the clarification.</p>

Violation	Code Section Violated	Description of the violation and required correction.
5	CEC § 94909 (a)(8)(B) in conjunction with CEC §94920 (b)	<p>Violation Description: The institution's 2024-2025 catalog contains cancellation and refund policies that fail to comply with the Bureau's minimum requirements.</p> <p>On page 63, "If you wish to cancel or reschedule your course after the course has begun, your entire course price will be forfeited."</p> <p>On pages 9 and 57 "<i>books</i>", "<i>supplies</i>", "<i>uniforms</i>", "<i>Cima online access</i>", and "<i>equipment</i>" are non-refundable within the cancellation period. If these fees are paid directly to the institution, the fee is an institutional charge and cannot be non-refundable during the cancellation period.</p> <p>The cancellation policy includes the first day of instruction, or the 7th day after signing the enrollment agreement, whichever is later. If students sign the enrollment agreement on the course start date, they have the right to cancel within 7 days.</p> <p>Correction: The institution shall update its catalog to specify the institution will NOT withhold institutional charges exceeding \$250 if cancellation is made through the 1st class session or the 7th day after enrollment, whichever is later.</p>
6	CEC §94911 (a)	<p>Violation Description: The institution's enrollment agreement fails to contain the total number of credit hours, clock hours, or other increment required to complete the educational program.</p> <p>Correction: The institution shall update its enrollment agreement to include the total number of credit hours, clock hours, or other increment required to complete the educational program.</p>
7	5 CCR §71800 (b)	<p>Violation Description: The institution's enrollment agreement fails to contain the period covered by the enrollment agreement.</p> <p>Correction: The institution shall update its enrollment agreement to include the period covered by the enrollment agreement.</p>

Violation	Code Section Violated	Description of the violation and required correction.
8	5 CCR §71800 (c)	<p>Violation Description: The institution's enrollment agreement fails to contain the program start date and scheduled completion date.</p> <p>Correction: The institution shall update its enrollment agreement to include the program start date and scheduled completion date.</p>
9	5 CCR §71800 (e)(1-12)	<p>Violation Description: The institution's enrollment agreement fails to contain itemization of all institutional charges and fees.</p> <p>Correction: The institution shall update its enrollment agreement to include the itemization of all institutional charges and fees.</p>
10	CEC §94911(b)	<p>Violation Description: The institution's enrollment agreement fails to include a schedule of total charges, including a list of nonrefundable charges and the student's obligation to the Student Tuition Recovery Fund, clearly identified as a nonrefundable charge.</p> <p>Correction: The institution shall update its enrollment agreement to include a schedule of total charges, including a list of nonrefundable charges and the student's obligation to the Student Tuition Recovery Fund, clearly identified as a nonrefundable charge.</p>
11	CEC §94911 (c)	<p>Violation Description: The institution's enrollment agreement fails to include in underlined capital letters on the same page as the student's signature:</p> <p><u>TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE;</u> <u>ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM; and</u> <u>THE TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT.</u></p> <p>Correction: The institution shall update its enrollment agreement to include the above-mentioned required statement(s).</p>


Violation	Code Section Violated	Description of the violation and required correction.
12	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 violations, the institution shall update its website to provide the current/updated school catalog pursuant to CEC § 94913 (a)(1).</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:	Mahnaz Bahaelou, Owner
Bureau Compliance Analyst Name:	Beverly Tjokrosoeharto
Bureau Compliance Analyst Signature:	

NOTICE TO COMPLY DECLARATION

CU-32801966-07232025

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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