



## NOTICE TO COMPLY

CA-18469486-012026

Institution Name:	Capital Education Institute	Institution Telephone:	(919) 465-1370
Institution Code:	18469486	Administrator Name:	Jack Lee
Street Address:	13791 Roswell Ave, Suite E Chino, CA 91710	Inspection Date:	1/8/2026

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](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](https://www_bppe.ca.gov/lawsregs/regs.pdf)

Violation	Code Section Violated	Description of the violation and required correction.
1	5 CCR § 71810(b)(7)	<b>Violation Description:</b> The institution's catalog failed to include its policies and procedures for the award of credit for prior experiential learning, provisions for appeal and all charges that a student may be required to pay.  <b>Correction:</b> The institution shall update its catalog to provide the information referenced above pursuant to 5 CCR § 71810(b)(7) in conjunction with 5 CCR § 71770(c).
2	CEC § 94909(a)(14) in conjunction with 5 CCR § 76215(a) and 5 CCR § 76215(b)	<b>Violation Description:</b> The institution's 2025 catalog failed to include the required language describing the student's rights and responsibilities with respect to the Student Tuition Recovery Fund (STRF).  <b>Correction:</b> The institution shall update its catalog to provide the required verbatim STRF language, pursuant to CEC § 94909(a)(14) in conjunction with 5 CCR § 76215(a) and 5 CCR § 76215(b).

Violation	Code Section Violated	Description of the violation and required correction.
3	CEC § 94897(s)	<p><b>Violation Description:</b> The institution's catalog page 22 contain a statement regarding not releasing transcripts until after financial obligations are satisfied. These statements violate California civil code 1788.93 referenced below.</p> <p><b>CA Civ Code § 1788.93.</b>  <i>Notwithstanding any provision of law, a school shall not do any of the following:</i></p> <p class="list-item-l1">(a) <i>Refuse to provide a transcript for a current or former student on the grounds that the student owes a debt.</i></p> <p class="list-item-l1">(b) <i>Condition the provision of a transcript on the payment of a debt, other than a fee charged to provide the transcript.</i></p> <p class="list-item-l1">(c) <i>Charge a higher fee for obtaining a transcript, or provide less favorable treatment of a transcript request because a student owes a debt.</i></p> <p class="list-item-l1">(d) <i>Use transcript issuance as a tool for debt collection.</i></p> <p><b>Correction:</b> The institution shall remove the non-compliant statement from the catalog pursuant to CEC § 94897(s).</p>
4	5 CCR § 71800(b)	<p><b>Violation Description:</b> The institution's enrollment agreement fails to include the period covered by the enrollment agreement.</p> <p><b>Correction:</b> The institution shall update its enrollment agreement to provide the period covered by the enrollment agreement, pursuant to 5 CCR § 71800(b).</p>
5	5 CCR § 76215(a)	<p><b>Violation Description:</b> The institution's enrollment agreement failed to include the required verbatim language describing the student's rights and responsibilities with respect to the Student Tuition Recovery Fund (STRF).</p> <p><b>Correction:</b> The institution shall update its catalog to provide the required verbatim STRF language, pursuant to 5 CCR § 76215(a).</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:	Jack Lee
Bureau Compliance Analyst Name:	Shannon Greenmun
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.

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Signature

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Date

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Print Name and Title