



NOTICE TO COMPLY

CA-3400221-012026

Institution Name:	EPIC Bible College and Graduate School	Institution Telephone:	(916) 348-4689
Institution Code:	3400221	Administrator Name:	Dr. Greg Hartley
Street Address:	4330 Auburn Blvd Sacramento, CA 95841	Inspection Date:	January 22, 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
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	5 CCR § 71810 (b)(5)	Violation Description: The institution's catalog failed to include a statement indicating whether or not any instruction will occur in a language other than English; pursuant to 5 CCR § 71810 (b)(5). Correction: The institution shall add a statement indicating whether or not any instruction will occur in a language other than English. (page 19)
2	CEC § 94909 (a)(5)	Violation Description: The institution's catalog failed to include in the description of programs offered if there are any final tests or examinations or required internships or externships pursuant to CEC § 94909 (a)(5). Correction: The institution shall update the catalog to include in the program descriptions if there are any final tests or examinations or required internships or externships.

Violation	Code Section Violated	Description of the violation and required correction.
3	5 CCR § 76215 (b)	<p>Violation Description: The institution's catalog failed to include the most recent version of the STRF disclosure pursuant to 5 CCR § 76215 (b).</p> <p>Correction: The institution shall update the catalog to include the most recent version of the STRF disclosure which includes the bureau's current phone number and address.</p>
4	CEC § 94909 (a)(8)(B) In conjunction with CEC § 94919 (d)	<p>Violation Description: The institution's catalog fails to include a compliant cancellation refund policy pursuant to CEC § 94909 (a)(8)(B) in conjunction with CEC § 94919 (d). It does not comply with the required time frame for cancellation as it states, "Refund/credit of all tuition charges and fees, except application fee and registration fee, will be applied upon full withdrawal and notification prior to the first day of class(es)"</p> <p>Correction: The institution shall update the cancellation refund policy in the catalog to comply with CEC § 94919 (d). The policy shall include the correct time frame for refund. (seven days after enrollment or through the first-class session, whichever is later.)</p>
5	CEC § 94909 (a)(8)(B) In conjunction with CEC § 94899.5 (b)(c)	<p>Violation Description: The institution's catalog included an admissions policy specifically for international students which does comply with collection of tuition pursuant to CEC § 94909 (a)(8)(B) In conjunction with CEC § 94899.5(b)(c). EPIC's policy indicates that international students must pay at minimum the entire first year tuition, all charges, fees, and anticipated book costs, and they must register for 12 units each quarter.</p> <p>Correction: The institution shall update their admissions policy for international students so that it is compliant with CEC § 94899.5 (b)(c).</p>
6	CEC § 94911 (b) In conjunction with 5 CCR § 76120	<p>Violation Description: The institution's enrollment agreement fails to include the correct amount of STRF that is currently being collected pursuant to CEC § 94911 (b) in conjunction with 5 CCR § 76120.</p> <p>Correction: The institution shall update the enrollment agreement to include the correct amount of STRF collected. (zero dollars (\$0.00) per one thousand dollars (\$1,000) of institutional charges)</p>

Violation	Code Section Violated	Description of the violation and required correction.
7	CEC § 94911 (e)(2) In conjunction with CEC § 94919 (d)	<p>Violation Description: The institution's enrollment agreement fails to include a compliant cancellation refund policy pursuant to CEC § 94911 (e) (2) in conjunction with CEC § 94919 (d). It does not comply with the required time frame for cancellation as it states, "Refund/credit of all tuition charges and fees, except application fee and registration fee, will be applied upon full withdrawal and notification prior to the first day of class(es)"</p> <p>Correction: The institution shall update the cancellation refund policy in the enrollment agreement to comply with CEC § 94919 (d). The policy shall include the correct time frame for refund. (seven days after enrollment or through the first-class session, whichever is later.)</p>
8	CEC § 94913 (a) (1) In conjunction with 5 CCR § 74117	<p>Violation Description: The institution's website failed to include the most recently updated catalog pursuant to CEC § 94913 (a) (1) in conjunction with 5 CCR § 74117.</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 school catalog pursuant to CEC § 94913(a)(1) in conjunction with 5 CCR § 74117.</p>
9	CEC § 94913 (a) (2) In conjunction with 5 CCR § 74117	<p>Violation Description: The institution's website failed to include a SPFS for each program offered, or a link to it from the home page of the website pursuant to CEC § 94913 (a) (2) in conjunction with 5 CCR § 74117.</p> <p>Correction: The institution shall update its website to provide from the homepage with the SPFS, or link to the SPFS for each program offered.</p>
10	CEC § 94913 (a) (5) In conjunction with 5 CCR § 74117	<p>Violation Description: The institution's website failed to include the most recent annual report submitted to the bureau pursuant to CEC § 94913 (a) (5) in conjunction with 5 CCR § 74117.</p> <p>Correction: The institution shall update its website to include from the homepage a link to the most recent annual report submitted to the bureau.</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:	Dr. Greg Hartley, CAO
Bureau Compliance Analyst Name:	Laura Cheah
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