



NOTICE TO COMPLY
 CA-20250718005-02262026

Institution Name:	OC Veterinary Assistant School	Institution Telephone:	(714) 489-5363
Institution Code:	20250718005	Administrator Name:	Philip Snow
Street Address:	12752 Garden Grove Blvd Garden Grove, CA 92843	Inspection Date:	February 26, 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	CEC § 94909 (a)(8)(A) in conjunction with 5 CCR § 71770 (b)	<p>Violation Description: The institution’s admission policies in its 2025-2026 catalog, failed to identify the institution’s policies regarding the acceptance of credits earned at other institutions.</p> <p>The admission and transfer credit policies must also comply with 5 CCR § 71770 (b), “The institution shall specify the maximum credit it will transfer from another institution for each educational program, and the basis upon which the transferred credit will be awarded.”</p> <p>Correction: The institution shall update its current catalog to include the above-mentioned policies, pursuant to CEC § 94909 (a)(8)(A) and 5 CCR § 71770 (b).</p>
2	5 CCR § 71810 (b)(4)(B)	<p>Violation Description: Although the institution’s 2025-2026 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>

Violation	Code Section Violated	Description of the violation and required correction.
		<p>Correction: The institution shall update its current catalog to include the above-mentioned information, pursuant to 5 CCR § 71810 (b)(4)(B).</p>
3	CEC § 94909 (a)(8)(B) in conjunction with CEC § 94920 (d) and 5 CCR § 71751 (a)(2)(D)(3)(A)	<p>Violation Description: The institution’s pro-rata refund formula on page 25 of the institution’s 2025-2026 catalog does not comply with the Bureau’s pro rata refund calculation required by CEC § 94920 (d) and 5 CCR § 71751 (a)(2)(D)(3)(A).</p> <p>Correction: The institution shall update its pro rata refund policy in its current catalog to comply with CEC § 94920 (d) and 5 CCR § 71751 (a)(2)(D)(3)(A), pursuant to CEC § 94909 (a)(8)(B).</p>
4	CEC §94909 (a)(8)(B) in conjunction with CEC § 94920 (d)	<p>Violation Description: The institution’s refund policy on page 25 of the institution’s 2025-2026 catalog, does not comply with CEC § 94920 (d). The catalog states, “If a student is terminated or withdraws from school after the cancellation period and prior to completing 61% of the class, the refund calculation is completed using a pro rata refund calculation.”</p> <p>A student is entitled to a refund if they complete 60% or less of the period of attendance. A student is not entitled to a refund if they complete more than 60% of the period of attendance.</p> <p>Correction: The institution shall update its refund policy in its current catalog to comply with CEC § 94920 (d) pursuant to CEC § 94909 (a)(8)(B)</p>
5	5 CCR § 71810 (b)(14)	<p>Violation Description: On page 22 of the institution’s 2025-2026 catalog, the institution states, “The OC Veterinary Assistant School Grievance Policy and Grievance Procedures, including information on the informal and formal complaint process,” however the catalog failed include a description of the informal and formal complaint process and procedures.</p> <p>Correction: The institution shall update its student grievance procedures in its current catalog to include a description of the informal and formal complaint process and procedures, pursuant to 5 CCR § 71810 (b)(14).</p>

Violation	Code Section Violated	Description of the violation and required correction.
6	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>
7	5 CCR § 74117 in conjunction with CEC § 94913 (a)(1)(2)	<p>Violation Description: The institution’s homepage (https://ocvas.com/), failed to provide clear and conspicuous links to the institution’s catalog and school performance fact sheets.</p> <p>Correction: The institution shall update its homepage to include clear and conspicuous links to all the items required in Section 94913(a), pursuant to 5 CCR § 74117.</p>
8	5 CCR §76140 (a)(4)(5)	<p>Violation Description: The institution’s 2025 3rd Quarter STRF supporting documentation failed to contain record of the student’s:</p> <p>(4) Local or mailing address, (5) Address at the time of enrollment,</p> <p>Correction: The institution shall update the 2025 3rd Quarter STRF supporting documentation, pursuant to 5 CCR § 76140 (a)(4)(5).</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:	Philip Snow, President/ CAO
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