



NOTICE TO COMPLY
 CA-3012941-04232026

Institution Name:	California University of Management and Sciences	Institution Telephone:	(714) 533-3946
Institution Code:	3012941	Administrator Name:	Dr. Robert J. Mancuso & James Koo
Street Address:	1126 N. Brookhurst Street, Suite 200, Anaheim, CA 92801	Inspection Date:	April 23, 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 § 94913 (a)(1)	<p>Violation Description: The institution’s website (https://calums.edu/academic-catalog/) 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>
2	CEC § 94913 (a)(2)	<p>Violation Description: The institution’s website (https://calums.edu/student-achievement-data/) failed to have a clear and conspicuous link to their 2023-2024 School Performance Fact Sheet for their approved programs.</p> <p>Correction: The institution shall update its website to have a clear, and conspicuous link to their 2023-2024 School Performance Fact Sheet for their approved programs.</p>

Violation	Code Section Violated	Description of the violation and required correction.
3	5 CCR § 71751 (a)(3)(A)	<p>Violation Description: The institution’s website (https://calums.edu/refund-policy/) contains a pro-rata refund policy that does not comply with 5 CCR § 71751 (a)(3)(A).</p> <p>The regulation identifies the calculation as: the amount of the refund owed to the student equals the total charges paid by the student, minus the daily or hourly tuition charge for the program (total institutional charge minus any non-refundable charges, divided by the number of days or hours in the program), multiplied by the number of days or hours the student attended prior to withdrawal, and minus any non-refundable charges.</p> <p>Correction: The institution shall update the pro-rata refund policy on its website to demonstrate compliance with 5 CCR § 71751 (a)(3)(A).</p>
4	CEC § 94920 (b)	<p>Violation Description: The institution’s website (https://calums.edu/tuition-and-fees/) contains cancellation and refund policies that fail to comply with the Bureau’s minimum requirements.</p> <p><i>“Student ID”, “Registration Fee (Based on 7 Quarter Terms)”, “Foreign Transcript Evaluation Fee”, “Binding Fee”, “Catalog Fee”, “Course Auditing Fee”, “Internship Administration Fee”, “Late Registration Fee per quarter”, “Returned Check Fee”, and “Transcript Fee” are nonrefundable.</i></p> <p><u>If these fees are paid directly to the institution, the fee is an institutional charge and cannot be non-refundable during the cancellation period.</u></p> <p>The Bureau’s 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>The Bureau’s cancellation and refund policy also states that the institution can only withhold a “reasonable deposit or application fee” <u>not to exceed two hundred fifty dollars.</u></p>

Violation	Code Section Violated	Description of the violation and required correction.
		<p>Correction: The institution shall update its website 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>
5	CEC § 94909 (a)(8)(B) in conjunction with 5 CCR § 71751 (a)(3)(A)	<p>Violation Description: The pro-rata refund policy on page 22 of the institution's 2026 catalog does not comply with 5 CCR § 71751 (a)(3)(A).</p> <p>The regulation identifies the calculation as: the amount of the refund owed to the student equals the total charges paid by the student, minus the daily or hourly tuition charge for the program (total institutional charge minus any non-refundable charges, divided by the number of days or hours in the program), multiplied by the number of days or hours the student attended prior to withdrawal, and minus any non-refundable charges.</p> <p>Correction: The institution shall update the pro-rata refund policy in its catalog. The policy must demonstrate compliance with CEC § 94909 (a)(8)(B) in conjunction with 5 CCR § 71751 (a)(3)(A).</p>

Violation	Code Section Violated	Description of the violation and required correction.
6	CEC § 94909 (a)(8)(B) in conjunction with CEC § 94920 (b)	<p>Violation Description: The institution’s 2026 catalog contains cancellation and refund policies that fail to comply with the Bureau’s minimum requirements.</p> <p>On page 18, “<i>Foreign Transcript Evaluation Fee</i>” is nonrefundable.</p> <p>On page 19, “<i>Shipping fee \$30-100</i>” is nonrefundable.</p> <p>On page 20, “<i>Student ID</i>”, “<i>Registration Fee (Based on 7 Quarter Terms)</i>”, “<i>Foreign Transcript Evaluation Fee</i>”, “<i>Binding Fee</i>”, “<i>Catalog Fee</i>”, “<i>Course Auditing Fee</i>”, “<i>Internship Administration Fee</i>”, “<i>Late Registration Fee per quarter</i>”, “<i>Returned Check Fee</i>”, and “<i>Transcript Fee</i>” are nonrefundable.</p> <p><u>If these fees are paid directly to the institution, the fee is an institutional charge and cannot be non-refundable during the cancellation period.</u></p> <p>The Bureau’s 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>The Bureau’s cancellation and refund policy also states that the institution can only withhold a “reasonable deposit or application fee” <u>not to exceed two hundred fifty dollars.</u></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>

Violation	Code Section Violated	Description of the violation and required correction.
7	CEC §94911(e)(3) in conjunction with 5 CCR § 71751 (a)(3)(A)	<p>Violation Description: The pro-rata refund policy on pages 2 and 3 of the institution's MCIS Program and MBA Program enrollment agreement templates do not comply with 5 CCR § 71751 (a)(3)(A).</p> <p>The regulation identifies the calculation as: the amount of the refund owed to the student equals the total charges paid by the student, minus the daily or hourly tuition charge for the program (total institutional charge minus any non-refundable charges, divided by the number of days or hours in the program), multiplied by the number of days or hours the student attended prior to withdrawal, and minus any non-refundable charges.</p> <p>Correction: The institution shall update the pro-rata refund policy in its catalog. The policy must demonstrate compliance with CEC § 94909 (a)(8)(B) in conjunction with 5 CCR § 71751 (a)(3)(A).</p>

Violation	Code Section Violated	Description of the violation and required correction.
8	CEC § 94911 (e)(1) in conjunction with CEC § 94920 (b)	<p>Violation Description: On pages 6 and 7 of the institution’s MCIS Program and MBA Program enrollment agreement templates contains unenforceable cancellation and refund policy that states:</p> <p><i>“Student ID”, “Registration Fee (\$70/quarter)”, “Foreign Transcript Evaluation Fee”, “Binding Fee”, “Catalog Fee”, “Course Auditing Fee”, “Internship Administration Fee”, “Late Registration Fee per quarter”, “Returned Check Fee”, and “Transcript Fee” are nonrefundable.</i></p> <p><u>If these fees are paid directly to the institution, the fee is an institutional charge and cannot be non-refundable during the cancellation period.</u></p> <p>The Bureau’s 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>The Bureau’s cancellation and refund policy also states that the institution can only withhold a “reasonable deposit or application fee” <u>not to exceed two hundred fifty dollars.</u></p> <p>Correction: The institution shall update the refund and cancellation policy in its enrollment agreement templates. The policy must demonstrate compliance with CEC § 94911 (e)(2) in conjunction with CEC § 94920 (b) by clarifying these charges are non-refundable after the cancellation period or get rid of the non-refundable statement altogether.</p>
9	5 CCR § 71800 (e)(11) in conjunction with 5 CCR § 76120(a)	<p>Violation Description: Page 6 of the institution’s MCIS Program and MBA Program enrollment agreement templates have the incorrect STRF fee of \$2.50 per \$1,000.00. The new STRF fee is \$0.00 as of April 1, 2024.</p> <p>Correction: The institution shall update its enrollment agreement to have the correct STRF amount.</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. Robert J. Mancuso, President & James Koo, Admin Director
Bureau Compliance Analyst Name:	Beverly Tjokrosoeharto
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