



NOTICE TO COMPLY

CU-3004561-04232026

Institution Name:	South Baylo University	Institution Telephone:	(714) 533-1495
Institution Code:	3004561	Administrator Name:	Sohila Mohiyeddini
Street Address:	1126 N Brookhurst St. 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://southbaylo.edu/web/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://southbaylo.edu/web/bppe-reports/) failed to have a clear and conspicuous link to their 2023-2024 School Performance Fact Sheet for their approved program.</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 program.</p>

Violation	Code Section Violated	Description of the violation and required correction.
3	CEC § 94913 (a)(5)	<p>Violation Description: The institution’s website (https://southbaylo.edu/web/bppe-reports/) failed to have a clear and conspicuous link to the most recent annual report submitted to the bureau.</p> <p>Correction: The institution shall update its website to have a clear, and conspicuous link to their 2024 annual report submitted to the bureau.</p>
4	CEC § 94897 (l)	<p>Violation Description: The institution’s website (https://southbaylo.edu/web/consumer-information/) claims approval by the BPPE without stating clearly and conspicuously 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 website to contain the above-mentioned statement with the clarification.</p>
5	5 CCR § 74112 (d)(3)	<p>Violation Description: The institution’s 2025-2026 DAOM and MACHM catalog failed to identify the job classification(s) each program prepares its graduates for using the United States Department of Labor’s Standard Occupational Classification codes, at the Detailed Occupation (six-digit) level.</p> <p>S.O.C. Codes can be found: https://www.bls.gov/soc/2018/major_groups.htm</p> <p>Correction: The institution shall update its catalog to contain the above-mentioned S.O.C. codes for each of its approved programs.</p>

Violation	Code Section Violated	Description of the violation and required correction.
6	5 CCR §71810 (b)(11)	<p>Violation Description: According to Bureau records, the institution is approved to offer distance education programs, however the institution's 2025-2026 DAOM and MACHM catalog failed to contain the approximate number of days that will elapse between the institution's receipt of student lessons, projects, or dissertations and the institution's mailing of its response or evaluation.</p> <p>Correction: The institution shall update its catalog to contain the approximate number of days that will elapse between the institution's receipt of student lessons, projects, or dissertations and the institution's mailing of its response or evaluation.</p>

Violation	Code Section Violated	Description of the violation and required correction.
7	CEC § 94909 (a)(8)(B) in conjunction with CEC § 94919 (d)	<p>Violation Description: The institution’s 2025-2026 catalog and catalog addendum contains cancellation and refund policies that fail to comply with the Bureau’s minimum requirements.</p> <p>On pages 14 and 15 of the DAOM and MACHM 2025-2026 catalog, “<i>Student ID</i>”, “<i>Malpractice Insurance</i>”, and various items under “<i>Other Charges</i>” are nonrefundable.</p> <p>On pages 1 and 2 of the catalog addendum, “<i>Student ID</i>”, “<i>Malpractice Insurance</i>”, and various items under “<i>Other Charges</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 institution also mentions an application fee and registration fee. The Bureau’s cancellation and refund policy also states that the institution can only withhold a “<u>reasonable deposit or application fee</u>” not to exceed two hundred fifty dollars.</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.
8	CEC §94909 (a)(8)(B) in conjunction with CEC 94919 (c)	<p>Violation Description: The pro-rata refund policy on page 16 and 17 of the institution’s 2025-2026 DAOM and MACHM catalog does not comply with CEC § 94919 (c), the catalog implies refunds are only issued if a student completes less than 60 percent of the period of attendance.</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 a refund if they complete more than 60% of the period of attendance.</p> <p>Correction: The institution shall update the refund policy of the institution’s catalog pursuant to CEC § 94909 (a)(8)(B) and with CEC 94919 (c).</p>
9	CEC § 94909 (a)(8)(B) in conjunction with 5 CCR § 71751 (a)(3)(A)	<p>Violation Description: The pro-rata refund policy on page 16 and 17 of the institution’s 2025-2026 DAOM and MACHM 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.
10	CEC §94911(e)(3) in conjunction with 5 CCR § 71751 (a)(3)(A)	<p>Violation Description: The pro-rata refund policies on page 1 of the institution’s MAcHM and DAOM 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 enrollment agreements. The policy must demonstrate compliance with CEC § 94909 (a)(8)(B) in conjunction with 5 CCR § 71751 (a)(3)(A).</p>
11	5 CCR § 71800 (d) in conjunction with CEC 94919 (c)	<p>Violation Description: The pro-rata refund policies on page 1 of the institution’s MAcHM and DAOM enrollment agreement templates imply refunds are only issued if a student completes less than 60 percent of the period of attendance.</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 the pro-rata refund policy in its enrollment agreements pursuant to 5 CCR § 71800 (d) and with CEC 94919(c).</p>


Violation	Code Section Violated	Description of the violation and required correction.
12	CEC § 94911 (e)(1) in conjunction with CEC § 94919 (d)	<p>Violation Description: On page 4 of the institution’s MAcHM and DAOM enrollment agreement templates contains unenforceable cancellation and refund policy that states:</p> <p><i>“Student ID”, “Malpractice Insurance”, and various items under “Other Charges” 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 institution also mentions an application fee and registration fee. The Bureau’s cancellation and refund policy also states that the institution can only withhold a <u>“reasonable deposit or application fee”</u> not to exceed two hundred fifty dollars.</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)(1) in conjunction with CEC § 94919 (d) by clarifying these charges are non-refundable after the cancellation period or get rid of the non-refundable statement altogether.</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:	Sohila Mohiyeddini, Director of Operations & Personnel
Bureau Compliance Analyst Name:	Beverly Tjokrosoeharto
Bureau Compliance Analyst Signature:	

NOTICE TO COMPLY DECLARATION

CU-3004561-04232026

Institution Name:	South Baylo University	Institution Telephone:	(714) 533-1495
Institution Code:	3004561	Administrator Name:	Sohila Mohiyeddini
Street Address:	1126 N Brookhurst St. Anaheim, CA 92801	Inspection Date:	April 23, 2026

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