



NOTICE TO COMPLY
 CA-29965963-05132026

Institution Name:	First Institute Training & Management	Institution Telephone:	(909) 829-1643
Institution Code:	29965963	Administrator Name:	Kurt Beier
Street Address:	16730 Arrow Blvd Fontana, CA 92335	Inspection Date:	5/13/2026

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)(15) in conjunction with 5 CCR § 71920 and 5 CCR § 71930 (b)(1)	<p>Violation Description: The institution’s 2026 catalog failed to contain policies on the retention of student records that demonstrates compliance with the requirements to maintain student records for a minimum of five years and transcripts indefinitely.</p> <p>Correction: The institution shall update their catalog to include the above statements, pursuant to 5 CCR § 71810 (b)(15) in conjunction with 5 CCR § 71920 and 5 CCR § 71930 (b)(1).</p>

Violation	Code Section Violated	Description of the violation and required correction.
2	5 CCR § 71800 (e)(11) in conjunction with 5 CCR § 76120 (a)	<p>Violation Description: In the Understandings Section, item #12, the institution’s enrollment agreement template failed to update the assessment rate for Student Tuition Recovery Fund (STRF) to its current rate of \$0.00 per \$1,000.00 of institutional charges.</p> <p>Correction: The institution shall update their enrollment agreement template to include the current rate for STRF, pursuant to 5 CCR § 71800 (e)(11) in conjunction with 5 CCR § 76120 (a).</p>
3	5 CCR § 71800 (e)(6) in conjunction with CEC § 94920 (b)	<p>Violation Description: The institution’s enrollment agreement template identifies Uniforms as nonrefundable. This is misleading and unenforceable during the cancelation period.</p> <p>Correction: The institution shall update their enrollment agreement template to specify that these charges are refundable during the cancellation period or remove the statement, pursuant to 5 CCR § 71800 (e)(6) in conjunction with CEC § 94920 (b).</p>
4	CEC § 94913 (a)(1)	<p>Violation Description: Following corrections of the above catalog violations, the institution’s website will no longer include a copy of their most current catalog.</p> <p>Correction: The institution shall update their website to include their most recent catalog, pursuant to CEC § 94913 (a)(1).</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.

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

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:	Kurt Beier Executive Director
Bureau Compliance Analyst Name:	Ian Powers
Bureau Compliance Analyst Signature:	