



NOTICE TO COMPLY

CA-3709731-052026

Institution Name:	The Montessori Institute of San Diego	Institution Telephone:	(858) 535-0500
Institution Code:	3709731	Administrator Name:	Vivian Dubovoy
Street Address:	8660 Gilman Drive La Jolla, CA 92037	Inspection Date:	May 20 th , 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)(B) in conjunction with CEC § 94920 (b)	<p>Violation Description: On pages 36 & 37 of the institution’s 2025-2026 catalog under the course fees section contains an unenforceable cancellation and refund policy that states the “\$500 <i>International Student Fee</i>” is non-refundable within the cancellation period.</p> <p>Correction: The institution shall update the refund and cancellation policy in its 2025-2026 catalog pursuant to CEC § 94909 (a)(8)(B) in conjunction with 5 CEC § 94920 (b).</p>
2	CEC § 94909 (a)(14) in conjunction with 5 CCR § 76215 (b)	<p>Violation Description: Although page 40 of the institution’s 2025-2026 catalog contains the required STRF statement, the statement references the Bureau’s old address (2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833) and old telephone number (916-431-6959).</p> <p>Correction: The institution shall update the STRF statement in the catalog with the Bureau’s current address (1747 North Market Blvd., Suite 225, Sacramento, California, 95834), and current telephone</p>

Violation	Code Section Violated	Description of the violation and required correction.
		number (916-574-8900 or (888) 370-7589), pursuant to CEC § 94909 (a)(14) and 5 CCR § 76215 (b).
3	5CCR § 71810(b)(13)(A)	<p>Violation Description: The institution's 2025-2026 catalog fails to contain information whether the institution has dormitory facilities under its control.</p> <p>Correction: The institution shall include in the 2025-2026 catalog all required information for housing pursuant to 5CCR § 71810(b)(13)(A).</p>
4	CEC § 94897(s)	<p>Violation Description: The institution's 2025-2026 catalog page 26 contains statements regarding not releasing transcripts until after financial obligations are satisfied. These statements violate California civil code 1788.93 referenced below.</p> <p>CA Civ Code § 1788.93. <i>Notwithstanding any provision of law, a school shall not do any of the following:</i></p> <p>(a) <i>Refuse to provide a transcript for a current or former student on the grounds that the student owes a debt.</i></p> <p>(b) <i>Condition the provision of a transcript on the payment of a debt, other than a fee charged to provide the transcript.</i></p> <p>(c) <i>Charge a higher fee for obtaining a transcript, or provide less favorable treatment of a transcript request because a student owes a debt.</i></p> <p>(d) <i>Use transcript issuance as a tool for debt collection.</i></p> <p>Correction: The institution shall remove the non-compliant statements from the catalog pursuant to CEC § 94897(s).</p>
5	CEC §94911(e)(1) in conjunction with CEC §94920(b)	<p>Violation Description: On page 1 of the institution's enrollment agreements contains an unenforceable cancellation and refund policy that states the "international student fee" is non-refundable within the cancellation period.</p> <p>Correction: The institution shall update the refund and cancellation policy in its enrollment agreements pursuant to CEC § 94909 (e)(1) in conjunction with 5 CEC § 94920 (b).</p>

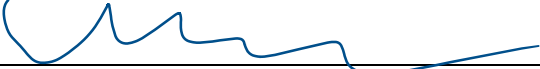
Violation	Code Section Violated	Description of the violation and required correction.
6	5 CCR § 76215 (a)	<p>Violation Description: Page 3 of the institution’s enrollment agreements fails to contain the full STRF statement.</p> <p>Correction: The institution shall update the enrollment agreements to include the full disclosure pursuant to 5 CCR § 76215 (a).</p>
7	CEC §94911(j)(1)	<p>Violation Description: The institution’s enrollment agreement on page 3 contains a disclosure with the Bureau’s incorrect address.</p> <p>Correction: The institution shall update the enrollment agreements with the correct address pursuant to CEC §94911(j)(1).</p>
8	CEC § 94897(j) in conjunction with 5 CCR § 76120(a)	<p>Violation Description: The institution’s website and page 36 of the 2025-2026 catalog reflect the prior Student Tuition Recovery Fund (STRF) assessment fee. In accordance with the regulations in effect as of April 1, 2024, the STRF assessment fee is zero dollars (\$0.00) per one thousand dollars (\$1,000) of institutional charges.</p> <p>Correction: The institution shall update the website to reflect the current STRF assessment fee which is zero dollars (\$0.00) per one thousand dollars (\$1,000) of institutional charges, pursuant to 5 CCR § 76120(a).</p>
9	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 current 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>

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:	Vivian Dubovoy – Executive Director
Bureau Compliance Analyst Name:	Alexander Vang
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