



CITATION ORDER

Citation Issued To: California Career College (formerly known as SHN Career College, Inc) 7003 Owensmouth Avenue Canoga Park, CA 91303 Institution Code: 1943151	Citation Number: 25260278
	Total Fine Amount: \$7,500.00
	Order of Abatement Included: Yes

Elizabeth Elias issues this citation in her official capacity as Deputy Bureau Chief of Enforcement at the Bureau for Private Postsecondary Education, California Department of Consumer Affairs (hereinafter referred to as the "Bureau").

LICENSING HISTORY

- On or about January 28, 2026, the Bureau renewed an Approval to Operate an Accredited Private Postsecondary Institution, Institution Code 1943151, to California Career College (formerly known as SHN Career College, Inc) hereinafter referred to as the "Institution." This Approval to Operate will expire on or about February 28, 2032, unless renewed.

DISCIPLINE HISTORY

- The Institution has the following discipline history:
 - [Citation No. 2223067, issued on February 15, 2023](#)
 - Evidence of compliance; citation satisfied May 11, 2023
 - [Modified Citation No. 24250093, issued on January 10, 2025](#)
 - Evidence of compliance; citation satisfied March 17, 2025

CITATION JURISDICTION

- This administrative citation is issued to the Institution pursuant to California Education Code (CEC) section 94936; and Title 5 of the California Code of Regulations (5 CCR) section 75020 et seq. for the violation(s) described below.

CAUSE FOR CITATION & ASSESSMENT OF FINE AND/OR ORDER OF ABATEMENT

4. The Institution is in violation of the following Bureau laws and regulations:

Violation #1:**5 CCR section 71800(e)(12)- Enrollment Agreement**

Cause for Citation: On or about July 29, 2025, the Bureau conducted an announced compliance inspection pursuant to CEC 94932.5(a). Bureau staff reviewed nine student files and determined the Institution charged three withdrawn students a \$300.00 cancellation fee, which was not itemized on the enrollment agreements. The Institution failed to itemize all institutional charges and fees.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a "Class A" violation. The Institution is issued a fine of \$5,000.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to review all records pertaining to withdrawn students from January 1, 2024, to present. If any withdrawn student was charged a cancellation fee that was not itemized on their enrollment agreement, the Institution must provide a refund for that fee. In addition, the Institution shall submit a statement of attestation. This statement must confirm that the Institution has reviewed its records and has provided refunds as ordered. The statement of attestation must be dated and signed by an authorized representative of the Institution.

Violation #2:**CEC section 94935(b) – Notice to Comply and 5 CCR 75010(h)- Notice to Comply; Informal Appeal Process**

Cause for Citation: On or about July 29, 2025, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). At the conclusion of the inspection, Bureau staff issued a Notice to Comply (NTC) for the following violations:

- CEC section 94909(a)(9)– Minimum Requirements for School Catalog
- CEC section 94919(c) – Institution Participating in Federal Student Financial Aid Programs

The Institution failed to remedy the noncompliance as noted in the Notice to Comply within 30 days.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a “Class B” violation. The Institution is issued a fine of \$2,500.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to correct the violations identified in the Notice to Comply and submit proof of compliance pursuant to CEC section 94935.

COMPLIANCE WITH ORDER OF ABATEMENT

5. In accordance with the provisions of CEC section 94936 and 5 CCR section 75020, the Bureau issues the order(s) of abatement described above. Evidence of compliance with the order of abatement must be submitted to the Bureau within 30 days from the date of issuance of this citation. Evidence of compliance with the order of abatement may be sent by mail or email to:

- Mail: Bureau for Private Postsecondary Education
Attn: Discipline Unit – Giovanni Alon
1747 North Market, Blvd., Suite 225
Sacramento, CA 95834
- Email: bppe.discipline@dca.ca.gov
 - In the subject line, please include the Institution name and citation number.

COMPLIANCE WITH ASSESSMENT OF FINE

6. In accordance with the provisions of CEC section 94936, and 5 CCR sections 75020 and 75030, the Bureau hereby orders this assessment of

finer in the total amount of \$7,500.00 for the violations described above. Payment of the fines must be made to the Bureau within 30 days from the date of service of this citation unless an informal conference or hearing is requested. To assist the Bureau in processing the payment of fines, please submit the enclosed *Payment of Fine – Waiver of Appeal* form.

Payment must be sent to the Bureau by mail at:

- Bureau for Private Postsecondary Education
Attn: Discipline Unit – Giovanni Alon
1747 North Market, Blvd., Suite 225
Sacramento, CA 95834

NOTICE OF APPEAL RIGHTS

7. You have the right to contest this citation through an informal conference with the Bureau pursuant to 5 CCR section 75020 and/or through an administrative hearing in accordance with Chapter 5 (Commencing with section 11500) of Part 1 of Division 3 of Title 2 of the Government Code.

If you wish to contest this citation, the Bureau must receive a written request within 30 days from the date of issuance of this citation asking for an informal conference and/or administrative hearing or you may also submit the enclosed *Notice of Appeal of Citation – Request for Informal Conference and/or Administrative Hearing* form.

The written request may be sent by email or mail to the addresses below:

- Mail: Bureau for Private Postsecondary Education
Attn: Discipline Unit – Giovanni Alon
1747 North Market, Blvd., Suite 225
Sacramento, CA 95834
- Email: bppe.discipline@dca.ca.gov
 - In the subject line, please include the Institution name and citation number.

Failure to submit a written request for an informal conference and/or administrative hearing within 30 days from the date of issuance of this citation will forfeit your ability to appeal the citation.

If a hearing is requested, you are not required to comply with this citation until a final order is entered against you.

COMPLIANCE WITH FINE AND/OR ORDER OR ABATEMENT DISCLOSURE

8. Pursuant to BPC section 125.9 and 5 CCR section 75050, payment of fine and/or compliance with any order of abatement does not constitute an admission of the violation charged and shall be represented as satisfactory resolution of the matter for the purposes of public disclosure.

Pursuant to 5 CCR section 75050, failure to comply with this citation order, its order of abatement, and/or administrative fine by the required due date is grounds for denial or discipline of an approval to operate. Where a citation is not contested and fine is not paid, the full amount of the assessed fine shall be added to the fee for renewal of the approval to operate. An approval to operate shall not be renewed without payment of the renewal fee and fine.

BUREAU CONTACT INFORMATION

9. If you have any questions regarding this Citation, please contact Giovanni Alon, Citation Analyst by email at Giovanni.Alon@dca.ca.gov or by phone at (916) 574-7703.

“Original Signature on File”

6/30/2026

Elizabeth Elias
Deputy Bureau Chief of Enforcement

Citation Date of Issuance

Enclosures:

- Notice of Appeal of Citation: Request for Informal Conference and/or Administrative Hearing
- Payment of Fine – Waiver of Appeal
- Declaration of Service by Certified and First-Class Mail