



NOTICE TO COMPLY

CU-60351133-072026

Institution Name:	American English Institute	Institution Telephone:	(951) 824-5150
Institution Code:	60351133	Administrator Name:	Sandra Adams
Street Address:	2002 Iowa Ave #110 Riverside, CA 92507	Inspection Date:	7/7/2026

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)(3)(D)	Violation Description: Page 32 of the institution's catalog includes the required Office of Student Assistance and Relief language; however, the Bureau's phone number is listed incorrectly. The correct phone number is (888) 370-7589. Correction: The institution shall update its catalog to provide the correct phone number for the Bureau, pursuant to CEC § 94909 (a)(3)(D).
2	CEC 94913 (a)(1)	Violation Description: The institution's website provides a catalog with a violation identified in this NTC. Correction: Once the institution's catalog has been updated to remedy the violation, the institution shall update its website to provide the current catalog pursuant to CEC § 94913(a)(1).

Violation	Code Section Violated	Description of the violation and required correction.
3	CEC § 94913 (a)(5)	Violation Description: The institution's website failed to provide a clear and conspicuous link to the institution's most recent annual report submitted to the Bureau. Correction: The institution shall update its website to provide a clear and conspicuous link on its homepage to its most recent annual report submitted to the Bureau, pursuant to CEC § 94913 (a)(5).
4	CEC § 94911 (b) in conjunction with CEC § 94920 (d).	Violation Description: The institution's enrollment agreement lists tuition as nonrefundable after the cancellation period. This policy does not comply with CEC § 94920 (d). Correction: The institution shall remove the noncompliant language from its enrollment agreement, pursuant to CEC § 94911 (b) in conjunction with CEC § 94920 (d).
5	CEC § 94924 (c)	Violation Description: Page 2 of the institution's enrollment agreement states that the STRF fee is non-refundable during the cancellation period. Correction: The institution shall remove the non-compliant language from its enrollment agreement, pursuant to CEC § 94924 (c).

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:	Sandra Adams, Director
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NOTICE TO COMPLY DECLARATION

CU-60351133-072026

Institution Name:	American English Institute	Institution Telephone:	(951) 824-8150
Institution Code:	60351133	Administrator Name:	Sandra Adams
Street Address:	2002 Iowa Ave #110 Riverside, CA 92507	Inspection Date:	7/7/2026

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

Bureau Compliance Analyst Name:	Shannon Greenmun
Bureau Compliance Analyst Signature:	