



**Bureau for Private Postsecondary Education**  
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**CITATION: ASSESSMENT OF FINE AND ORDER OF ABATEMENT**

To: John M. Song  
 World Mission University  
 500 Shatto Place, Suite 600  
 Los Angeles, CA 90020

**INSTITUTION CODE: 1920381**  
**CITATION NUMBER: 1516035**  
**CITATION ISSUANCE/SERVICE DATE: October 21, 2015**  
**DUE DATE: November 20, 2015**  
**FINE AMOUNT: \$1,000.00**  
**ORDER OF ABATEMENT INCLUDED: YES**

Elainea Shotwell issues this Citation: Assessment of Fine and Order of Abatement (Citation) in her official capacity as Enforcement Manager of the Bureau for Private Postsecondary Education (Bureau) of the California Department of Consumer Affairs.

CITATION

A Citation is hereby issued to John M. Song, President of World Mission University (WMU) located at 500 Shatto Place, Suite 600, Los Angeles, CA 90020 pursuant to Business and Professions Code section 125.9; California Education Code (CEC) section 94936; and Title 5 of the California Code of Regulations (5, CCR) section 75020 for the violations described below.

VIOLATION

#	The California Education Code (CEC) and the California Code of Regulations (CCR). Below you will find the code section(s) of law you are charged with violating.
1.	<p><b><u>Violation:</u></b>                      5, CCR 76120 (a) - Amount of STRF Assessment  <i>"Each qualifying institution shall collect an assessment of fifty cents (\$.50) per one thousand dollars (\$1,000) of institutional charges, rounded to the nearest thousand dollars, from each student in an educational program who is a California resident or is enrolled in a residency program. For institutional charges of one thousand dollars (\$1,000) or less, the assessment is fifty cents (\$.50)."</i></p> <p>CEC 94911(b),(c) - Minimum Requirements for Enrollment Agreements  <i>"An enrollment agreement shall include, at a minimum, all of the following:                      (b) A schedule of total charges, including a list of any charges that are nonrefundable and the student's obligations to the Student Tuition Recovery Fund, clearly identified as nonrefundable charges.(c) In</i></p>

	<p><i>underlined capital letters on the same page of the enrollment agreement in which the student's signature is required, the total charges for the current period of attendance, the estimated total charges for the entire educational program, and the total charges the student is obligated to pay upon enrollment."</i></p> <p>The institution failed to provide the cost of STRF, provide a schedule of total charges underlined in capital letters and any nonrefundable STRF charges in the Enrollment Agreements in August of 2014 as required by 5, CCR 76120 (a) and CEC 94911 (b) and (c).</p> <p><b><u>Order of Abatement:</u></b> The Bureau orders that the institution update the Enrollment Agreement to include a line for the exact STRF fees to be paid, provide a schedule of total charges underlined in capital letters and any nonrefundable STRF charges in compliance with 5, CCR 76120 (a) and CEC 94911 (b) and (c). Submit written evidence to the Bureau.</p> <p><b><u>Assessment of Fine</u></b> The fine for this violation is <u>\$150.00</u></p>
2.	<p><b><u>Violation:</u></b> CEC 94906 (b) – Language of Enrollment Agreement <i>"(b) If the recruitment leading to enrollment was conducted in a language other than English, the enrollment agreement, disclosures, and statements shall be in that language."</i></p> <p>The institution provided recruiting documents and student records that were in English and Korean, except for the School Performance Fact Sheet, which was only in English. Recruiting documents and the Enrollment Agreement, and all disclosure documents must be in the same language required by CEC 94906 (b).</p> <p><b><u>Order of Abatement:</u></b> The Bureau orders that the institution provide a School Performance Fact Sheet in English and Korean to be in compliance with CEC 94906 (b). Submit written evidence to the Bureau.</p> <p><b><u>Assessment of Fine</u></b> The fine for this violation is <u>\$500.00</u></p>
3.	<p><b><u>Violation:</u></b> CEC 94910 (f)(1) – Minimum Requirements for School Performance Fact Sheet <i>"Except as provided in subdivision (d) of Section 94909 and Section 94910.5, prior to enrollment, an institution shall provide a prospective student with a School Performance Fact Sheet containing, at a minimum, the following information, as it relates to the educational program: (f) All of the following: (1) A description of the manner in which the figures described in subdivisions (a) to (d), inclusive, are calculated or a statement informing the reader of where he or she may obtain a description of the manner in which the figures described in subdivisions (a) to (d), inclusive, are calculated."</i></p> <p>The institution failed to provide students with a School Performance Fact Sheet containing a description of the manner in which the figures were calculated as well as a statement informing the student of where they may obtain a description of the manner in which the figures are calculated as required by CEC 94910 (f)(1).</p>

**Order of Abatement:**

The Bureau orders that the institution update the School Performance Fact Sheet to contain all of the required information to be in compliance with CEC 94910 (f)(1). Written evidence and documentation shall be submitted to the Bureau.

**Assessment of Fine**

The fine for this violation is \$350.00

**TOTAL ADMINISTRATIVE FINE DUE: \$1,000.00**

ASSESSMENT OF A FINE

In accordance with CEC section 94936; and 5, CCR Sections 75020 and 75030, the Bureau hereby orders this assessment of fine in the amount of **\$900.00** for the violations described above. **Payment must be made, to the Bureau, within 30 days from the date of service of the Citation.**

ORDER OF ABATEMENT

In accordance with the provisions of CEC Section 94936 and 5, CCR Section 75020 the Bureau hereby issues the order(s) of abatement described above. **Evidence of compliance with the order(s) of abatement must be submitted, to the Bureau, within 30 days from the date of service of the Citation.**

BACKGROUND

On 8/20/14, Bureau staff conducted a visit to WMU located at 500 Shatto Place, Suite 600, Los Angeles, CA 90020 and met with J.H.L. who introduced himself as the Chief Financial Officer (CFO) and Director of Business Operations. Bureau staff also met with K.A. the Registrar and Financial Aid Director. K.A. provided Bureau staff with eight pages of the student roster from which Bureau staff selected thirteen student files at random for inspection. Seven of the student files did not contain Enrollment Agreements, and eleven of the student files did not contain a School Performance Fact Sheet. Further review revealed that WMU calculated the Student Tuition Recovery Fund (STRF) in handwritten notes on the Enrollment Agreements however it is unclear if STRF was included in the amount of tuition received or properly paid for by the students as the "Total Charges for Current Period of Attendance" and "Total Charges The Student is Obligated to Pay Upon Enrollment" line items were left blank.

Evidence obtained revealed that the School Performance Fact Sheet was only available in English when the recruitment and Enrollment Agreements were in both English and Korean. The School Performance Fact Sheet failed to include a description of the manner in which the figures are calculated or a statement informing the student of where they may obtain a description of the manner in which the figures are calculated.



### APPEAL OF CITATION

You have the right to contest this Citation through an informal conference with the Bureau; 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, you must submit the 'Notice of Appeal of Citation – Request for Informal Conference and/or Administrative Hearing' form (enclosed) within 30 days from the date of service of the Citation. *If you do not request an informal conference and/or an administrative hearing within 30 days from the service of the Citation, you will not be able to request one at a later time.*

Unless a written request for an informal conference and/or an administrative hearing is signed by you and delivered to the Bureau by November 20, 2015, you will be deemed to have waived or forfeited your right to appeal this matter.

### EFFECTIVE DATE OF CITATION

If you do not request an informal conference and/or an administrative hearing, this Citation shall become effective on October 21, 2015. Payment of the administrative fine and evidence of compliance with the order(s) of abatement shall be due by November 20, 2015. Your payment of the administrative fine shall not constitute an admission of the violation(s) charged.

If a hearing is requested, you will not be required to comply with this Citation until 30 days after a final order is entered against you.

### **Payment of the administrative fine and/or written request for appeal must be mailed to:**

Jody Wright, Discipline Citation Program  
Bureau for Private Postsecondary Education  
2535 Capitol Oaks Drive, Suite 400  
Sacramento, CA 95833

Failure for an applicant or institution to abate the violation(s) listed above or to pay the administrative fine within the time allowed may result in denial of an application for an approval or renewal to operate; disciplinary action, and/or collection action. The Bureau will promptly take all appropriate action to enforce this Citation and recover the civil penalties prescribed therein or found to be due after a hearing.

CONTACT INFORMATION

If you have any questions regarding this Citation, or desire further information, please contact Jody Wright, Enforcement Analyst, at 916-431-6940 or Jody.Wright@dca.ca.gov.

  
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**Elaine Shotwell**  
**Enforcement Manager**

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October 21, 2015

**Date**

**Enclosures**

- Applicable Laws Violated
- Statement of Rights: Appeal Process Information Sheet
- 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