



CITATION: ASSESSMENT OF FINE

To: The Trustees of The University of Pennsylvania, Owner
 The Wharton School of the University of Pennsylvania
 2 Harrison Street, Suite # 600
 San Francisco, CA 94105

INSTITUTION CODE: 3806551
CITATION NUMBER: 1819160
CITATION ISSUANCE/SERVICE DATE: March 27, 2019
DUE DATE: April 26, 2019

FINE AMOUNT: \$ 100.00

ORDER OF ABATEMENT INCLUDED: No

Christina Villanueva issues this Citation: Assessment of Fine (Citation) in her official capacity as Discipline Manager of the Bureau for Private Postsecondary Education (Bureau) of the California Department of Consumer Affairs.

CITATION

A Citation is hereby issued to The Trustees of The University of Pennsylvania, Owner of The Wharton School of the University of Pennsylvania (Institution) located at 2 Harrison Street, Suite #600, San Francisco, CA 94105, pursuant to Business and Professions Code section 125.9; California Education Code (CEC) sections 94936 and 94932; and Title 5 of the California Code of Regulations (5, CCR) section 75020 for the violations described below.

BACKGROUND

On October 26, 2018, during an announced compliance inspection at the Institution, Bureau staff discovered material violations of: CEC section 94902 General Enrollment Requirements; CEC section 94910 Minimum Requirements for School Performance Fact Sheet; and CEC section 94912 Signature, Initials Required.

VIOLATION

#	Below you will find the California Education Code (CEC) and/or Title 5 of the California Code of Regulations (5, CCR code) section(s) of law you are charged with violating.
1.	<p>Violation: CEC Section 94902 (a) General Enrollment Requirements (a) A student shall enroll solely by means of executing an enrollment agreement. The enrollment agreement shall be signed by the student and by an authorized employee of the institution.</p> <p>On October 26, 2018, during the compliance inspection, the Institution's COO, B.B, informed Bureau</p>

	<p>staff that prior to 2017, the Institution admitted students without executing an enrollment agreement during the admission process.</p> <p>On October 26, 2018, Bureau staff reviewed currently enrolled student files and found that enrollment agreements were not signed by an authorized employee of the Institution.</p> <p><u>Assessment of Fine</u> The fine for this violation is \$50.00</p>
2.	<p><u>Violation:</u> CEC Section 94910 Minimum Requirements for School Performance Fact Sheet 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:</p> <p><u>Violation:</u> CEC Section 94912 Signature, Initials Required Prior to the execution of an enrollment agreement, the information required to be disclosed pursuant to subdivisions (a) to (d), inclusive, of Section 94910 shall be signed and dated by the institution and the student. Each of these items shall also be initialed and dated by the student.</p> <p>Prior to October 26, 2018, the Institution enrolled students without executing a School Performance Fact Sheet during the admission process. Bureau staff reviewed currently enrolled student files and found that School Performance Fact Sheets were not signed by an authorized employee of the Institution.</p> <p><u>Assessment of Fine</u> The fine for this violation is \$50.00</p>
<p>TOTAL ADMINISTRATIVE FINE DUE: \$100.00</p>	

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 **\$100.00** for the violations described above.
Payment must be made, to the Bureau, within 30 days from the date of service of the Citation.

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 **April 26, 2019**, 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 **March 27, 2019**. Payment of the administrative fine shall be due by **April 26, 2019**. 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:

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

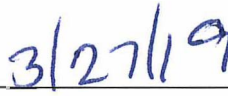
Failure for an applicant or institution to abate the violation(s) listed above or to pay the administrative fine within the time allowed may result in denial of an application for an approval or renewal to operate; disciplinary action, and/or collection action. The Bureau will promptly take all appropriate 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 Gurinder Sandhu, Citation Analyst, at 916-431-6940 or Gurinder.Sandhu@dca.ca.gov.



Christina Villanueva
Discipline Manager



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