



**NOTICE TO COMPLY**  
 CU-1927641-102423

|                   |   |                        |                |
|-------------------|---|------------------------|----------------|
| Institution Name: | Grace Mission University                      | Institution Telephone: | (714) 525 0088 |
| Institution Code: | 1927641                                       | Administrator Name:    | Hyunwan Kim    |
| Street Address:   | 1645 West Valencia Drive, Fullerton, CA 92833 | Inspection Date:       | Oct 24, 2023   |

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](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         | 5 CCR § 71810 (b)(9) and 5 CCR § 71735 | <p><b>Violation Description:</b> Although pages 17-20 of the institution’s catalog for year 2023 included a description of the facilities, however failed to include the types of equipment and material that will be used for instruction.</p> <p><b>Correction:</b> To remedy this violation, the institution’s catalog shall be updated to include the above information pursuant to 5 CCR § 71735. Provide proof of correction.</p>  |
| 2         | CEC §94909 (a)(9)                      | <p><b>Violation Description:</b> The institution’s catalog failed to provide both the schedule of total charges for a period of attendance and an estimated schedule of total charges for the entire educational program.</p> <p><b>Correction:</b> To remedy this violation please provide both the schedule of total charges for a period of attendance and an estimated schedule of total charges for the entire educational program, if they are the same, please make a statement to that effect pursuant to CEC § 94909 (a)(9). Provide proof of correction.</p> |

| Violation | Code Section Violated                                     | Description of the violation and required correction.  |
|-----------|---|--|
| 3         | CEC § 94909<br>(a)(8)(B)                                  | <p><b>Violation Description:</b> Institution’s catalog does contain the correct cancellation language, however failed to contain a description of the procedures that a student is required to follow to cancel the enrollment agreement or withdraw from the institution and obtain refund.</p> <p><b>Correction:</b> To remedy this violation, the institution shall include the above-mentioned information to the catalog pursuant to CEC §94909 (a)(8)(B). Provide proof of correction.</p>   |
| 4         | CEC § 94897(s)<br>In conjunction with Civ<br>Code§1788.93 | <p><b>Violation Description:</b> The institution’s catalog contains statements regarding the withholding of student transcripts if a student owes a debt to the institution. These statements violate California civil code 1788.93 referenced below.</p> <p><b>CA Civ Code § 1788.93.</b><br/><i>Notwithstanding any provision of law, a school shall not do any of the following:</i></p> <p>(a) Refuse to provide a transcript for a current or former student on the grounds that the student owes a debt.<br/>(b) Condition the provision of a transcript on the payment of a debt, other than a fee charged to provide the transcript.<br/>(c) Charge a higher fee for obtaining a transcript, or provide less favorable treatment of a transcript request because a student owes a debt.<br/>(d) Use transcript issuance as a tool for debt collection.</p> <p><b>Correction:</b> The institution shall remove the non-compliant statements from the catalog.</p> |
| 5         | CEC §94911<br>(e)(3)                                      | <p><b>Violation Description:</b> Institution’s enrollment agreement does contain the correct cancellation language, however failed to contain a description of the procedures that a student is required to follow to cancel the enrollment agreement or withdraw from the institution and obtain refund.</p> <p><b>Correction:</b> To remedy this violation, the institution shall include the above-mentioned information to the enrollment agreement pursuant to CEC § 94911 (e)(3). Provide proof of correction.</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.

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|---|--------------------------------|
| Notice To Comply Given To Name & Title: | Hyunwan Kim, Dean of Academics |
| Bureau Compliance Analyst Name:         | Gurinder Sandhu                |
| Bureau Compliance Analyst Signature:    | <i>G Sandhu</i>                |

## NOTICE TO COMPLY DECLARATION

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|                   |  |                        |                  |
|-------------------|--|------------------------|------------------|
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| Institution Code: | 1927641  | Administrator Name:    | Hyunwan Kim      |
| Street Address:   | 1645 West Valencia Drive,<br>Fullerton, CA 92833 | Inspection Date:       | October 24, 2023 |

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.

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Signature

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Date

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Print Name and Title