



NOTICE TO COMPLY

CU-96110181-03262025

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| Institution Name: | Central Baptist Theological Seminary | Institution Telephone: | (913) 667-5700 |
| Institution Code: | 96110181 | Administrator Name: | Ian Powers |
| Street Address: | 1815 E. Center Street Anaheim, CA 92805 | Inspection Date: | 3/26/2025 |

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 | 5 CCR § 71810 (b)(9) | Violation Description: The institution's 2024-2025 catalog failed to contain the required description of the facilities and the types of equipment and materials that will be used for instruction. Correction: The institution shall update their catalog to include the required description of the facilities and the types of equipment and materials that will be used for instruction, pursuant to 5 CCR § 71810 (b)(9). |
| 2 | CEC § 94920 (b) | Violation Description: On page 47, the institution's 2024-2025 catalog failed to include the required language regarding all charges being subject to a refund of 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later. |

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| | | Correction: The institute shall update their catalog to include the required language above, pursuant to CCR § 94920 (b). |
| 3 | CEC § 94920 (d) | <p>Violation Description: On page 47, the institution's 2024-2025 catalog contains an unenforceable statement that reads "Course withdraws occurring after 50% of the class time has passed will not be eligible for any refunds or adjustments."</p> <p>Correction: The institute shall update their catalog to the reflect the required refund policy: " The institution shall have a refund policy for the return of unearned institutional charges if the student cancels an enrollment agreement or withdraws during a period of attendance. The refund policy for students who have completed 60 percent or less of the period of attendance shall be a pro rata refund," pursuant to CEC § 94920 (d).</p> |
| 4 | CEC § 94909 (a)(11) | <p>Violation Description: The institution's 2024-2025 catalog failed to contain a statement specifying that, if a student obtains a loan to pay for an educational program, the student will have to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student receives federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal financial aid funds.</p> <p>Correction: The institute shall update their catalog include the statement above, pursuant to CEC § 94909 (a)(11).</p> |
| 5 | 5 CCR § 71930 (b)(1) | <p>Violation Description: The institution's 2024-2025 catalog failed to contain a description of the institution's maintenance of records policy describing their obligation to permanently retaining a transcript as required by section CEC § 94900(b) of the Code, and maintain for a period of 5 years, the pertinent student records described in Section 5 CCR § 71920 from the student's date of completion or withdrawal.</p> <p>Correction: The institute shall update their catalog include the above statements, pursuant to 5 CCR § 71930 (b)(1).</p> |

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| 6 | 5 CCR § 71810 (b)(11) | <p>Violation Description: The institution offers distance education, however, their 2024-2025 catalog failed to contain a statement explaining the approximate number of days that will elapse between the institution's receipt of student submissions and a response from the institution.</p> <p>Correction: The institute shall update their catalog include the above statements, pursuant to 5 CCR § 71810 (b)(11).</p> |
| 7 | 5 CCR § 71800 (e)(9) | <p>Violation Description: On page 16, the institution's 2024-2025 catalog describes a "nonrefundable fee of \$25 will be assessed to a prospective or current student to evaluate their transfer credit evaluation request," however, the institution's enrollment agreement failed to include and itemization of charges for assessment fees for transfer of credits.</p> <p>Correction: The institute shall update enrollment agreement to include itemization of charges for assessment fees for transfer of credits, pursuant to 5 CCR § 71800 (e)(9).</p> |

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| 8 | CEC § 94916 | <p>Violation Description: On page 32, the institution's 2024-2025 catalog states "The seminary does have options for private loans available for students." However, their enrollment agreement failed to contain the required statement that an institution extending credit or lending money to an individual for institutional and noninstitutional charges for an educational program shall cause any note, instrument, or other evidence of indebtedness taken in connection with that extension of credit or loan to be conspicuously marked on its face in at least 12-point type with the following notice: "NOTICE" "YOU MAY ASSERT AGAINST THE HOLDER OF THE PROMISSORY NOTE YOU SIGNED IN ORDER TO FINANCE THE COST OF THE EDUCATIONAL PROGRAM ALL OF THE CLAIMS AND DEFENSES THAT YOU COULD ASSERT AGAINST THIS INSTITUTION, UP TO THE AMOUNT YOU HAVE ALREADY PAID UNDER THE PROMISSORY NOTE."</p> <p>Correction: The institute shall update their enrollment agreement to include the above statement, pursuant to CEC § 94916.</p> |
| 9 | 5 CCR § 71719 (a) | <p>Violation Description: The institution offers asynchronous distance education, however, their enrollment agreement failed to disclose that they shall transmit the first lesson and any materials to any student within seven days after the institution accepts the student for admission.</p> <p>Correction: The institute shall update their enrollment agreement to include the above statement, pursuant to 5 CCR § 71719 (a).</p> |


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| 10 | 5 CCR § 71716 (b) | <p>Violation Description: The institution offers asynchronous distance education, however, their enrollment agreement failed disclose that the student shall have the right to cancel the enrollment agreement and receive a full refund before the first lesson and materials are received. Cancellation is effective on the date written notice of cancellation is sent. The institution shall make the refund pursuant to section 71750 of the Regulations. If the institution sent the first lesson and materials before an effective cancellation notice was received, the institution shall make a refund within 45 days after the student's return of the materials.</p> <p>Correction: The institute shall update their enrollment agreement to include the above statement, pursuant to 5 CCR § 71716 (b).</p> |
| 11 | 5 CCR § 71716 (c)(1)(2) | <p>Violation Description: The institution offers asynchronous distance education, however, their enrollment agreement failed disclose that (1) An institution shall transmit all lessons and materials to the student if the student has fully paid for the educational program and, after having received the first lesson and initial materials, requests in writing that all of the material be sent. (2) If an institution transmits the balance of the material as the student requests, the institution shall remain obligated to provide the other educational services it agreed to provide but shall not be obligated to pay any refund after all of the lessons and material are transmitted.</p> <p>Correction: The institute shall update their enrollment agreement to include the above statement, pursuant to 5 CCR § 71716 (c)(1)(2).</p> |
| 12 | 5 CCR § 71920 (b)(5)(E) | <p>Violation Description: The Institution to failed to maintain a transcript within its graduate records that includes the address, web address, and telephone number of the institution.</p> <p>Correction: The institution shall update a sample transcript with the institution's address, website address, and telephone number of the institution, pursuant to 5 CCR § 71920 (b)(5)(E).</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: | Kathy Maxwell VP of Academic Affairs |
| Bureau Compliance Analyst Name: | Ian Powers |
| Bureau Compliance Analyst Signature: |  |

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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