



NOTICE TO COMPLY

CU-67368436-03262025

Institution Name:	Pima Medical Institute	Institution Telephone:	(760) 299-4500
Institution Code:	67368436	Administrator Name:	Alex Poyuzina
Street Address:	111 Campus Way San Marcos, CA 92078	Inspection Date:	March 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	CEC § 94909 (a)(5)	<p>Violation Description: The institution's 2024-2025 catalog identifies a total of 840 hours is required to complete the Pharmacy Technician program. However, according to Bureau records 1090 hours is required to complete the Pharmacy Technician program.</p> <p>Correction: The institution shall either provide proof of the documentation submitted to the Bureau's Licensing Unit for the approval to update the total number of hours required for completion for the Pharmacy Technician program to 840 hours.</p> <p>If the institution did not notify Bureau's Licensing Unit of the change, the institution must contact the Bureau's Licensing Unit at BPPE.Licensing@dca.ca.gov regarding information and requirements to update the Bureau's records.</p> <p>Otherwise, if the Bureau's records are correct the institution shall update the catalog to reflect the total number of clock hours required to complete the</p>

Violation	Code Section Violated	Description of the violation and required correction.
		Pharmacy Technician program, in accordance with the Bureau's records, pursuant to CEC § 94909 (a)(5).
2	CEC § 94909 (a)(8)(B) in conjunction with CEC § 94919 (c) and 5 CCR § 71750 (c)(1)	<p>Violation Description: The institution's pro-rata refund formula on page 177 of the institution's 2024-2025 catalog does not comply with the Bureau's pro rata refund calculation required by CEC § 94919 (c) and 5 CCR § 71750 (c)(1).</p> <p>Correction: The institution shall update refund policy in the catalog to comply with CEC § 94919 (c) and 5 CCR § 71750 (c)(1), pursuant to CEC § 94909 (a)(8)(B).</p>
3	CEC § 94909 (a)(3)(D)	<p>Violation Description: The institution's 2024-2025 catalog, failed to contain the required verbatim statement: "The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling (888) 370-7589 or by visiting https://www.osar.bppe.ca.gov/."</p> <p>Correction: The institution shall update the catalog, to include the above-mentioned statement, pursuant to CEC § 94909 (a)(3)(D).</p>
4	CEC § 94911 (a)	<p>Violation Description: On page 1 of the institution's Pharmacy Technician enrollment agreement, the institution identifies a total of 840 hours is required to complete the Pharmacy Technician program. However, according to Bureau records 1090 hours is required to complete the Pharmacy Technician program.</p> <p>Correction: The institution shall either provide proof of the documentation submitted to the Bureau's Licensing Unit for the approval to update the total number of hours required for completion for the Pharmacy Technician program to 840 hours.</p> <p>If the institution did not notify Bureau's Licensing Unit of the change, the institution must contact the Bureau's Licensing Unit at BPPE.Licensing@dca.ca.gov regarding</p>

Violation	Code Section Violated	Description of the violation and required correction.
		<p>information and requirements to update the Bureau's records.</p> <p>Otherwise, if the Bureau's records are correct the institution shall update the enrollment agreement to reflect the total number of clock hours required to complete the Pharmacy Technician program, in accordance with the Bureau's records, pursuant to CEC § 94911 (a).</p>
5	CEC § 94911 (c)	<p>Violation Description: Although page 1 of all institution's enrollment agreements, contains underlined capital letters the "TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE", and "ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM", the enrollment agreement failed to clearly identify in underlined capital letters, <u>"TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT"</u>.</p> <p>Correction: The institution shall update all enrollment agreements by ensuring the above-mentioned charges are underlined and in capital letters on the same page in which the student's signature is required, pursuant to CEC § 94911 (c).</p>
6	CEC § 94911 (e)(2) in conjunction with CEC § 94919 (c) and 5 CCR § 71750 (c)(1)	<p>Violation Description: The institution's pro-rata refund formula on page 5 of all institution enrollment agreements, does not comply with the Bureau's pro rata refund calculation required by CEC § 94919 (c) and 5 CCR § 71750 (c)(1).</p> <p>Correction: The institution shall update the refund policy in all enrollment agreements to comply with CEC § 94919 (c) and 5 CCR § 71750 (c)(1), pursuant to CEC § 94911 (e)(2).</p>
7	CEC § 94911 (j)(2)	<p>Violation Description: The institution's Pharmacy Technician enrollment agreement, failed to contain the required verbatim statement: "A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the Bureau's internet web site, www.bppe.ca.gov."</p>


Violation	Code Section Violated	Description of the violation and required correction.
		Correction: The institution shall update the Pharmacy Technician enrollment agreement, to include the above-mentioned statement, pursuant to CEC § 94911 (j)(2).

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:	Alex Poyuzina, Campus Director
Bureau Compliance Analyst Name:	Gema Fider
Bureau Compliance Analyst Signature:	

NOTICE TO COMPLY DECLARATION

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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