



NOTICE TO COMPLY
 CA-0101661-082124

Institution Name:	McKinnon Body Therapy Center	Institution Telephone:	(510) 465-3488
Institution Code:	0101661	Administrator Name:	Kathleen Lucas
Street Address:	2940 Webster Street, Oakland, CA, 94609	Inspection Date:	8/21/24

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 § 76140 (a)	<p>Violation Description: The institution’s 2023 4th and 2024 1st Quarter STRF supporting documentation failed to contain record of the student’s (3) Email address, (4) Local or mailing address, (5) Address at the time of enrollment, (6) Home address, (7) Date enrollment agreement signed, (9) Amount of STRF assessment collected, (10) Quarter in which the STRF assessment was remitted to the Bureau, (11) Third-party payer identifying information, (12) Total institutional charges charged, and (13) Total institutional charges paid.</p> <p>Correction: To remedy this violation, the institution shall update the 2023 4th and 2024 1st Quarter STRF supporting documentation, pursuant 5 CCR § 76140 (a).</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.

Notice To Comply Given To Name & Title:	Kathleen Lucas
Bureau Compliance Analyst Name:	Alec Taub
Bureau Compliance Analyst Signature:	<i>Alec Taub</i>

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