



Bureau for Private Postsecondary Education
 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833
 P.O. Box 980818, West Sacramento, CA 95798-0818
 P (916) 431-6959 F (916) 263-1897 www.bppe.ca.gov



NOTICE TO COMPLY - CU0700011 1215 (Ed. Code § 94935, 5 CCR § 75010)

Institution Name:	PARIS BEAUTY SCHOOL	Institution Telephone:	925-685-7600
Institution Code:	0700011	Administrator Name:	DOREEN BIRNEY, CAO
Street Address:	1655 WILLOW PASS ROAD	Date of Inspection:	DECEMBER 3, 2015

Nature and Facts of the Violation(s), Including a Reference to the Statute or Regulation Violated, and Manner in Which the Institution Must Correct the Violation to Achieve Compliance:

Education Code	Subsection , Description, and Required Correction
§94897 - Prohibited Business Practices	<p>An institution shall not do any of the following: (i) Use a name in any manner improperly implying any of the following: (1) The institution is affiliated with any government agency, public or private corporation, agency, or association if it is not, in fact, thus affiliated.</p> <p>Institution Orientation Form has the Bureau for Private Postsecondary Education (BPPE) symbol.</p> <p>To remedy this violation, the institution shall remove symbol.</p>
§94897 - Prohibited Business Practices	<p>An institution shall not do any of the following: (l) Use the terms "approval," "approved," "approval to operate," or "approved to operate" without stating clearly and conspicuously that approval to operate means compliance with state standards as set forth in this chapter. If the bureau has granted an institution approval to operate, the institution may indicate that the institution is "licensed" or "licensed to operate," but may not state or imply either of the following: (1) The institution or its educational programs are endorsed or recommended by the state or by the bureau.</p> <p>Institution catalog has listed the Bureau for Private Postsecondary Education (BPPE) as a state department who has set minimum standards for the program of studies.</p> <p>To remedy this violation, the institution shall submit a copy of its revised catalog removing the implication that BPPE has set standards for the institution's programs.</p>
§94909 - Minimum Requirements for School Catalog	<p>(a) Except as provided in subdivision (d), prior to enrollment, an institution shall provide a prospective student, either in writing or electronically, with a school catalog containing, at a minimum, all of the following: (2) Except as specified in Article 2 (commencing with Section 94802), a statement that the institution is a private institution and that it is</p>

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	<p>approved to operate by the bureau.</p> <p>Institution catalog cites the incorrect California Education Code, §94316.3(I), for the approval language.</p> <p>To remedy this violation, the institution shall submit a copy of its revised catalog citing the correct California Education Code (§94909(a)(2)).</p>
<p>§94909 - Minimum Requirements for School Catalog</p>	<p>(a) Except as provided in subdivision (d), prior to enrollment, an institution shall provide a prospective student, either in writing or electronically, with a school catalog containing, at a minimum, all of the following:</p> <p>(3) The following statements:</p> <p>(A) "Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at (address), Sacramento, CA (ZIP Code), (Internet Web site address), (telephone and fax numbers)."</p> <p>Institution catalog does not indicate the complete Bureau contact information.</p> <p>To remedy this violation, the institution shall submit a copy of its revised catalog indicating the complete Bureau address, website, telephone and fax numbers as listed below:</p> <p>Address: 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833</p> <p>P.O. Box 980818, West Sacramento, CA 95798-0818</p> <p>Web site Address: www.bppe.ca.gov</p> <p>Telephone and Fax #'s: (888) 370-7589 or by fax (916) 263-1897 (916) 431-6959 or by fax (916) 263-1897</p>
<p>§94909 - Minimum Requirements for School Catalog</p>	<p>(a) Except as provided in subdivision (d), prior to enrollment, an institution shall provide a prospective student, either in writing or electronically, with a school catalog containing, at a minimum, all of the following:</p> <p>(4) The address or addresses where class sessions will be held.</p> <p>Institution catalog does not indicate the address where instruction will be provided.</p> <p>To remedy this violation, the institution shall submit a copy of its revised catalog indicating the location of where instruction will be provided.</p>
<p>§94909 - Minimum Requirements for School Catalog</p>	<p>(a) Except as provided in subdivision (d), prior to enrollment, an institution shall provide a prospective student, either in writing or electronically, with a school catalog containing, at a minimum, all of the following:</p> <p>(6) If the educational program is designed to lead to positions in a profession, occupation, trade, or career field requiring licensure in this state, a notice to that effect and a list of the requirements for eligibility</p>

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	<p>for licensure.</p> <p>Institution catalog does not contain any information regarding a list of requirements for eligibility for licensure.</p> <p>To remedy this violation, the institution shall submit catalog which includes clear language regarding the requirements for eligibility for licensure for each program.</p>
<p>§94909 - Minimum Requirements for School Catalog</p>	<p>(a) Except as provided in subdivision (d), prior to enrollment, an institution shall provide a prospective student, either in writing or electronically, with a school catalog containing, at a minimum, all of the following:</p> <p>(8) A detailed description of institutional policies in the following areas:</p> <p>(A) Admissions policies, including the institution's policies regarding the acceptance of credits earned at other institutions or through challenge examinations and achievement tests, admissions requirements for ability-to-benefit students, and a list describing any transfer or articulation agreements between the institution and any other college or university that provides for the transfer of credits earned in the program of instruction. If the institution has not entered into an articulation or transfer agreement with any other college or university, the institution shall disclose that fact.</p> <p>Institution catalog does not contain any statement indicating whether it has entered into an articulation or transfer agreement with any other college.</p> <p>To remedy this violation, the institution shall submit catalog with a statement indicating whether it has entered into an articulation or transfer agreement with any other college.</p>
<p>§94909 - Minimum Requirements for School Catalog</p>	<p>(a) Except as provided in subdivision (d), prior to enrollment, an institution shall provide a prospective student, either in writing or electronically, with a school catalog containing, at a minimum, all of the following:</p> <p>(8) A detailed description of institutional policies in the following areas:</p> <p>(A) Admissions policies, including the institution's policies regarding the acceptance of credits earned at other institutions or through challenge examinations and achievement tests, admissions requirements for ability-to-benefit students, and a list describing any transfer or articulation agreements between the institution and any other college or university that provides for the transfer of credits earned in the program of instruction. If the institution has not entered into an articulation or transfer agreement with any other college or university, the institution shall disclose that fact.</p> <p>Institution catalog does not specify which Ability to Benefit (ATB) test will be used, nor does it specify an acceptable score.</p> <p>To remedy this violation, the institution shall submit catalog with clear information as to which test will be used and what will be accepted as a passing score.</p>
<p>§94909 - Minimum Requirements for</p>	<p>(a) Except as provided in subdivision (d), prior to enrollment, an</p>

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<p>School Catalog</p>	<p>institution shall provide a prospective student, either in writing or electronically, with a school catalog containing, at a minimum, all of the following:</p> <p>(8) A detailed description of institutional policies in the following areas: (B) Cancellation, withdrawal, and refund policies, including an explanation that the student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. The text shall also include a description of the procedures that a student is required to follow to cancel the enrollment agreement or withdraw from the institution and obtain a refund consistent with the requirements of Article 13 (commencing with Section 94919).</p> <p>Institution catalog does not reflect correct "Refund due per Course according to percentage of Course completed."</p> <p>To remedy this violation, the institution shall submit catalog with the correct percentage amount of 61%.</p>
<p>§94909 - Minimum Requirements for School Catalog</p>	<p>(a) Except as provided in subdivision (d), prior to enrollment, an institution shall provide a prospective student, either in writing or electronically, with a school catalog containing, at a minimum, all of the following:</p> <p>(9) The schedule of total charges for a period of attendance and an estimated schedule of total charges for the entire educational program.</p> <p>Institution catalog list of charges does not itemize uniforms or books.</p> <p>To remedy this violation, the institution shall submit catalog with an itemized list of all charges.</p>
<p>§94909 - Minimum Requirements for School Catalog</p>	<p>(a) Except as provided in subdivision (d), prior to enrollment, an institution shall provide a prospective student, either in writing or electronically, with a school catalog containing, at a minimum, all of the following:</p> <p>(9) The schedule of total charges for a period of attendance and an estimated schedule of total charges for the entire educational program.</p> <p>Institution catalog does not include an estimated schedule of total charges for the entire educational program.</p> <p>To remedy this violation, the institution shall submit catalog which includes an estimated schedule of total charges for the entire educational program.</p>
<p>§94909 - Minimum Requirements for School Catalog</p>	<p>(a) Except as provided in subdivision (d), prior to enrollment, an institution shall provide a prospective student, either in writing or electronically, with a school catalog containing, at a minimum, all of the following:</p> <p>(10) A statement reporting whether the institution participates in federal and state financial aid programs, and if so, all consumer information that is required to be disclosed to the student pursuant to the applicable federal and state financial aid programs.</p>

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	<p>Institution catalog (page 2), indicates Federal and State financial aid may be available; however, page 10 contains the following statement "Paris Beauty College does not participate in Federal Student Loans".</p> <p>To remedy this violation, please edit the institution catalog to contain clear and concise statements regarding your participation in any State and/or Federal financial aid programs. Institution shall submit edited version of catalog.</p>
<p>§94909 - Minimum Requirements for School Catalog</p>	<p>(a) Except as provided in subdivision (d), prior to enrollment, an institution shall provide a prospective student, either in writing or electronically, with a school catalog containing, at a minimum, all of the following:</p> <p>(14) A description of the student's rights and responsibilities with respect to the Student Tuition Recovery Fund. This statement shall specify that it is a state requirement that a student who pays his or her tuition is required to pay a state-imposed assessment for the Student Tuition Recovery Fund. This statement shall also describe the purpose and operation of the Student Tuition Recovery Fund and the requirements for filing a claim against the Student Tuition Recovery Fund.</p> <p>Institution catalog has the incorrect Student Tuition Recovery Fund (STRF) amount. The current assessment of zero cents (\$.00) per one thousand dollars (\$1,000) of institutional charges, rounded to the nearest thousand dollars.</p> <p>To remedy this violation, the institution shall submit catalog with the correct STRF Assessment amount.</p>
<p>94911 - Minimum Requirements for Enrollment Agreements</p>	<p>An enrollment agreement shall include, at a minimum, all of the following:</p> <p>(b) A schedule of total charges, including a list of any charges that are nonrefundable and the student's obligations to the Student Tuition Recovery Fund, clearly identified as nonrefundable charges.</p> <p>Institution enrollment agreement list of total charges did not include books, uniforms, kits or supplies.</p> <p>To remedy this violation, the institution shall submit a revised enrollment agreement to include a complete list of potential charges.</p>
<p>94911 - Minimum Requirements for Enrollment Agreements</p>	<p>An enrollment agreement shall include, at a minimum, all of the following:</p> <p>(c) In underlined capital letters on the same page of the enrollment agreement in which the student's signature is required, the total charges for the current period of attendance, the estimated total charges for the entire educational program, and the total charges the student is obligated to pay upon enrollment.</p> <p>Institution enrollment agreement did not contain the language with the above requirements.</p>

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	<p>To remedy this violation, the institution shall submit a revised enrollment agreement which includes the aforementioned required language.</p>
<p>94911 – Minimum Requirements for Enrollment Agreements</p>	<p>An enrollment agreement shall include, at a minimum, all of the following:</p> <p>(e) (1) A disclosure with a clear and conspicuous caption, “STUDENT’S RIGHT TO CANCEL,” under which it is explained that the student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.</p> <p>(2) The disclosure shall contain the institution’s refund policy and a statement that, if the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.</p> <p>Institution enrollment agreement does contain the language which states, if the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds, however it is lacking the language contained in subsection two (2).</p> <p>To remedy this violation, the institution shall submit a revised enrollment agreement containing the required refund language as stated in section two (2).</p>
<p>94911 – Minimum Requirements for Enrollment Agreements</p>	<p>(i) (1) The following statement: “Prior to signing this enrollment agreement, you must be given a catalog or brochure and a School Performance Fact Sheet, which you are encouraged to review prior to signing this agreement. These documents contain important policies and performance data for this institution. This institution is required to have you sign and date the information included in the School Performance Fact Sheet relating to completion rates, placement rates, license examination passage rates, salaries or wages, and the most recent three-year cohort default rate, if applicable, prior to signing this agreement.”</p> <p>(2) Immediately following the statement required by paragraph (1), a line for the student to initial, including the following statement: “I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, salary or wage information, and the most recent three-year cohort default rate, if applicable, included in the School Performance Fact sheet, and have signed, initialed, and dated the information provided in the School Performance Fact Sheet.”</p> <p>Institution enrollment agreement does not contain a space for the student to initial this section.</p> <p>To remedy this violation, the institution shall submit a revised enrollment agreement containing a space for the student to initial.</p>
<p>§94913 – Institutional Web Site Requirements</p>	<p>(a) An institution that maintains an Internet Web site shall provide on that Internet Web site all of the following:</p> <p>(1) The school catalog.</p> <p>Institution website does not have a current catalog posted.</p>

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	<p>To remedy this violation, the institution shall update website to include current catalog.</p>
<p>§94913 – Institutional Web Site Requirements</p>	<p>(a) An institution that maintains an Internet Web site shall provide on that Internet Web site all of the following: (2) A School Performance Fact Sheet for each educational program offered by the institution</p> <p>Institution website does not have current Student Performance Fact Sheets (SPFS) for each educational program.</p> <p>To remedy this violation, the institution shall update website to include current SPFS's.</p>
<p>§94913 – Institutional Web Site Requirements</p>	<p>(a) An institution that maintains an Internet Web site shall provide on that Internet Web site all of the following: (5) The institution's most recent annual report submitted to the bureau.</p> <p>Institution website does not include the most current Annual Report.</p> <p>To remedy this violation, the institution shall update the website to include the most current Annual Report.</p>
<p>§94916 – Statement on Loans to Students</p>	<p>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>Institution enrollment agreement contains a similar statement, however it must be verbatim.</p> <p>To remedy this violation, the institution shall submit a revised enrollment agreement to include the exact statement as listed above.</p>
<p>§94920 – Mandatory Cancellation, Withdrawal, and Refund Policies</p>	<p>An institution that does not participate in the federal student financial aid programs shall do all of the following: (d) 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.</p> <p>Institution catalog indicates no refund will be provided for cancellation when 60 percent of the program has been completed.</p>

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	<p>Institutions may only deny a pro rata refund when <u>more</u> than 60 percent of the period of attendance has been completed.</p> <p>To remedy this violation, the institution shall submit catalog with revised refund policies pursuant to §94920(d).</p>
<p>§94926 – Procedures Prior to Closing, Teach-Out Plans</p>	<p>At least 30 days prior to closing, the institution shall notify the bureau in writing of its intention to close. The notice shall be accompanied by a closure plan, which shall include, but not necessarily be limited to, all of the following:</p> <p>(b) If no teach-out plan is contemplated, or for students who do not wish to participate in a teach-out, arrangements for making refunds within 45 days from the date of closure, or for institutions that participate in federal student financial aid programs arrangements for making refunds and returning federal student financial aid program funds.</p> <p>Institution catalog Legal Notices, Policies and Certification sections states “If the school closes before you graduate, you may be entitled to a refund. Contact the Bureau for Private Postsecondary Education at the address and telephone number printed below for information.” California Education Code §94926 (b) requires the institution to make arrangements for refunds within 45 days from the date of closure.</p> <p>To remedy this violation, the institution shall remove the statement referring students to BPPE for refunds, and shall submit updated catalog.</p>

Code of Regulations	Subsection, Description, and Required Correction
<p>5, CCR §71770 – Admissions Standards and Transferred Credits Policy</p>	<p>(a) The institution shall establish specific written standards for student admissions for each educational program. These standards shall be related to the particular educational program. An institution shall not admit any student who is obviously unqualified or who does not appear to have a reasonable prospect of completing the program. In addition to any specific standards for an educational program, the admissions standards must specify as applicable that:</p> <p>(1) Each student admitted to an undergraduate degree program, or a diploma program, shall possess a high school diploma or its equivalent, or otherwise successfully take and pass the relevant examination as required by section 94904 of the Code.</p> <p>Institution catalog contains a provision which states a 16 year old may be enrolled at the school with written permission from their parents and from their secondary school. This is a violation of the admission requirements.</p> <p>To remedy this violation, the institution shall submit catalog which contains the requirements of a high school diploma or its equivalent, or otherwise successfully take and pass the Ability to Benefit (ATB) exam.</p>

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<p>5, CCR§71800 – Enrollment Agreement</p>	<p>In addition to the requirements of section 94911 of the Code, an institution shall provide to each student an enrollment agreement that contains at the least the following information: (a) The name and address of the institution and the addresses where instruction will be provided.</p> <p>Institution enrollment agreement does not specify the address where instruction will be provided.</p> <p>To remedy this violation, the institution shall submit a revised enrollment agreement which includes the location where instruction will be provided.</p>
<p>5, CCR§71800 – Enrollment Agreement</p>	<p>In addition to the requirements of section 94911 of the Code, an institution shall provide to each student an enrollment agreement that contains at the least the following information: (b) Period covered by the enrollment agreement.</p> <p>Institution enrollment agreement does not include the time period covered by the enrollment agreement.</p> <p>To remedy this violation, the institution shall submit a revised enrollment agreement to include a time period covered by the enrollment agreement.</p>
<p>5, CCR§71800 – Enrollment Agreement</p>	<p>In addition to the requirements of section 94911 of the Code, an institution shall provide to each student an enrollment agreement that contains at the least the following information: (e) Itemization of all institutional charges and fees including, as applicable: (1) tuition; (2) registration fee (non-refundable); (3) equipment; (4) lab supplies or kits; (5) Textbooks, or other learning media; (6) uniforms or other special protective clothing; (7) in-resident housing; (8) tutoring; (9) assessment fees for transfer of credits; (10) fees to transfer credits; (11) Student Tuition Recovery Fund fee (non-refundable); (12) any other institutional charge or fee. (f) Charges paid to an entity other than an institution that is specifically required for participation in the educational program.</p> <p>Institution enrollment agreement does not include itemized costs for lab supplies or kits, textbooks, or other learning media, uniforms or other special protective clothing, assessment fees for transfer credits, or fees to transfer credits.</p> <p>To remedy this violation, the institution shall submit a revised</p>

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<p>5, CCR §71810 - Catalog</p>	<p>enrollment agreement to include an itemized list of all charges.</p> <p>(b) The catalog shall contain the information prescribed by Section 94909 of the Code and all of the following:</p> <p>(4) Language proficiency information, including:</p> <p>(A) the level of English language proficiency required of students and the kind of documentation of proficiency, such as the Test of English as a Foreign Language (TOEFL), that will be accepted; and</p> <p>(B) whether English language services, including instruction such as ESL, are provided and, if so, the nature of the service and its cost.</p> <p>Institution catalog does not contain any language regarding the acceptable level of English language proficiency, the type of acceptable documentation nor whether English language services are available.</p> <p>To remedy this violation, the institution shall submit catalog with the required language proficiency verbiage.</p>
<p>5, CCR §71810 - Catalog</p>	<p>(b) The catalog shall contain the information prescribed by Section 94909 of the Code and all of the following:</p> <p>(13) Housing information including all of the following:</p> <p>(A) Whether the institution has dormitory facilities under its control;</p> <p>(B) The availability of housing located reasonably near the institution's facilities and an estimation of the approximate cost or range of cost of the housing; and</p> <p>(C) If the institution has no responsibility to find or assist a student in finding housing, a clear and conspicuous statement so indicating. A statement that the program is "non-residential" does not satisfy this subparagraph.</p> <p>Institution catalog does not contain the information regarding the availability of housing and the coinciding required language.</p> <p>To remedy this violation, the institution shall submit catalog with required language.</p>
<p>5, CCR §71810 - Catalog</p>	<p>(b) The catalog shall contain the information prescribed by Section 94909 of the Code and all of the following:</p> <p>(14) Policies on student rights, including the procedure for addressing student grievances; and</p> <p>Institution catalog does not contain procedures for addressing student grievances.</p> <p>To remedy this violation, the institution shall submit catalog with the required procedures for addressing student grievances. Catalog should not contain just a statement that procedures will be included in the new student orientation.</p>
<p>5, CCR §71810 - Catalog</p>	<p>(b) The catalog shall contain the information prescribed by Section 94909 of the Code and all of the following:</p> <p>(15) Policies on the retention of student records.</p> <p>Institution catalog does not contain the proper policies on the retention of student records.</p>

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	<p>To remedy this violation, the institution shall submit catalog with the required policies to reflect the lifetime retention of student transcripts.</p>
<p>5, CCR §76215 – Record-Keeping Requirements</p>	<p>(a) A qualifying institution shall collect and maintain records of student information to substantiate the data reported on the STRF Assessment Reporting Form and records of the students' eligibility under the Fund. Such records shall include the following for each student:</p> <ol style="list-style-type: none"> (1) Student identification number, (2) First and last names, (3) Email address, (4) Local or mailing address, (5) Address at the time of enrollment, (6) Home address, (7) Date enrollment agreement signed, (8) Courses and course costs, (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>The STRF back-up data does not contain all the required information.</p> <p>Institution shall submit revised back-up data which includes identifying (4) Local or mailing address, (5) Address at the time of enrollment, and (6) Home address. In addition, include (9) Amount of STRF assessment collected and (13) Total institutional charges paid, these fields were left blank.</p>
<p>5, CCR §76215 – Student Tuition Recovery Fund Disclosures</p>	<p>(a) A qualifying institution shall include the following statement on both its enrollment agreement for an educational program and its current schedule of student charges:</p> <p>"You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to</p>

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you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party."

(b) In addition to the statement described under subdivision (a) of this section, a qualifying institution shall include the following statement on its current schedule of student charges:

"The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency programs attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure

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	<p>began earlier than 30 days prior to closure, the period determined by the Bureau.</p> <p>5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act."</p> <p>However, no claim can be paid to any student without a social security number or a taxpayer identification number.</p> <p>Institution enrollment agreement does not contain all the required STRF language.</p> <p>Institution shall submit a revised enrollment agreement which includes all the required language.</p>
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Only minor violations are listed on this Notice to Comply.

Additional material violations have been found? Y / N (Circle one)

If yes, material violations will be forwarded to Enforcement for further review. A Bureau representative will contact the institution with additional guidance.

Inspector's Name	MICHELE ALLEGER
Inspector's Signature	<i>Michele Allegger</i>
Institution Administrator Name/Title:	Lyn Ferreira, Registrar
Institution Administrator's Signature:	<i>Lyn Ferreira</i>

Education Code can be located at: http://www.bppe.ca.gov/lawsregs/ppe_act.shtml
Code of Regulations can be located at: <http://www.bppe.ca.gov/lawsregs/regs.shtml>

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