



NOTICE TO COMPLY – CU-1939291-0319 (Ed. Code §94935 & 5, CCR §75010)

Institution Name:	Caledonian	Institution Telephone:	(323) 265-1912
Institution Code:	1939291	Administrator Name:	William Frias
Street Address:	6055 E. Washington Boulevard, Suite 455 Commerce, CA 90040	Date of Inspection:	3/20/2019

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:

CATALOG MINIMUM REQUIREMENTS

Item No.	Education Code (CEC) or Regulation (5, CCR)	Deficiency - Requested Submission
1	5, CCR §71810	<p>(b) The catalog shall contain the information prescribed by Section 94909 of the Code and all of the following:</p> <p>(5) Whether any instruction will occur in a language other than English and, if so, the level of proficiency required and the kind of documentation of proficiency, such as the United States Foreign Service Language Rating System, that will be accepted;</p> <p>The catalog failed to identify whether any instruction will occur in a language other than English and, if so, the level of proficiency required and the kind of documentation of proficiency.</p> <p>To remedy this violation, the school shall update its catalog to state whether any instruction will occur in a language other than English. If instruction will occur in a language other than English, the catalog shall identify the level of proficiency required and the documentation of proficiency. The corrected catalog shall be submitted with the institution's response to the NTC and the last page of this document by April 19, 2019.</p>

ENROLLMENT AGREEMENT MINIMUM REQUIREMENTS

Item No.	Education Code (CEC) or Regulation (5, CCR)	Deficiency - Requested Submission
2	CEC §94911	An enrollment agreement shall include, at a minimum, all of the following:

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Administrator's Initial: *WJ*

		<p>(a) The name of the institution and the name of the educational program, including the total number of credit hours, clock hours, or other increment required to complete the educational program.</p> <p>The enrollment agreement failed to identify the name of the educational program.</p> <p>To remedy this violation, the school shall update its enrollment agreement to identify the name of the educational program. The updated enrollment agreement shall be submitted with the institution's response to the NTC and the last page of this document by April 19, 2019.</p>
3	5, CCR §71800	<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:</p> <p>(a) The name and address of the institution and the addresses where instruction will be provided.</p> <p>The enrollment agreement failed to clearly identify the addresses where instruction will be provided. According to page 3 of the 2018-2019 catalog, "One-on-one training is also offered at the student's place of residence."</p> <p>To remedy this violation, the school shall update its enrollment agreement to clearly identify the addresses where instruction will be provided. The updated enrollment agreement shall be submitted with the institution's response to the NTC and the last page of this document by April 19, 2019.</p>
4	5, CCR §71800	<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:</p> <p>(e) Itemization of all institutional charges and fees including, as applicable:</p> <ol style="list-style-type: none"> (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;

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		<p>(11) Student Tuition Recovery Fund fee (non-refundable); (12) Any other institutional charge or fee.</p> <p>The enrollment agreement failed to include the itemize institutional charges and fees that were identified on page 17 and 18 of the catalog: Course Tuition, Registration (Non-Refundable), Equipment: Computer and Software, Books and Materials, and Misc. Expense.</p> <p>To remedy this violation, the enrollment agreement shall include within its itemization of charges and fees Course Tuition, Registration (Non-Refundable), Equipment: Computer and Software, Books and Materials, and Misc. Expense. The updated enrollment agreement shall be submitted with the institution's response to the NTC and the last page of this document by April 19, 2019.</p>
5	5, CCR §71800	<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:</p> <p>(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.</p> <p>The enrollment agreement failed to include within the itemization of institutional charges and fees, Student Tuition Recovery Fund fee (non-refundable).</p> <p>To remedy this violation, the enrollment agreement shall include within its itemization of charges and fees, Student Tuition Recovery Fund fee (non-refundable). The updated enrollment agreement shall be submitted with the institution's response to the NTC and the last page of this document by April 19, 2019.</p>
6	CEC §94911	<p>An enrollment agreement shall include, at a minimum, all of the following:</p>

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		<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>The enrollment agreements inaccurately identifies STRF as an assessment that does not affect California non-residents. Page 1 of the enrollment agreement states "Note: California non-residents are not covered by the student tuition recovery fund fee (non-refundable)." However, according to 5, CCR §76120, STRF assessment applies to each student in an educational program who is a California resident <u>or</u> is enrolled in a residency program.</p> <p>To remedy this violation, the school shall update the statement on page 1 of the its enrollment agreement by removing the "California non-residents are not covered by the". The enrollment agreement must clearly state the student's obligation to the Student Tuition Recovery fund. The updated enrollment agreement shall be submitted with the institution's response to the NTC and the last page of this document by April 19, 2019.</p>
7	5, CCR §76215	<p>(a) A qualifying institution shall include the following statement on both its enrollment agreement and school catalog:</p> <p>"The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if 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. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program."</p> <p>The enrollment agreement contained outdated STRF Disclosures.</p> <p>To remedy this violation, the school shall update the enrollment agreement STRF disclosure to include</p>

		above verbatim statements. The updated enrollment agreement shall be submitted with the institution's response to the NTC and the last page of this document by April 19, 2019.
8	CEC §94911	<p>An enrollment agreement shall include, at a minimum, all of the following:</p> <p>(g) A statement specifying that, if the student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:</p> <p>(1) The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.</p> <p>(2) The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.</p> <p>Page 2 of the enrollment agreement failed to include parts of the above statements. Although the enrollment agreement states "1. The federal or state government or a loan guarantee agency may take action against the student, including garnishing an income tax refund and;" the statement failed to specify that garnishing an income tax refund <u>to reduce the balance owed on the loan.</u> The second statement located in the enrollment agreement states "2. The student may not be eligible for any other government financial assistance at another institution until the loan is repaid." The statement failed to identify, "any other federal student financial aid".</p> <p>To remedy this violation, the school shall update the disclosures within the enrollment agreement to identify the missing information. The updated enrollment agreement shall be submitted with the institution's response to the NTC and the last page of this document by April 19, 2019.</p>

Self-Monitoring Procedures

Item No.	Referenced Law	Deficiency - Requested Submission
9	5, CCR §71760	<p>71760. Self-Monitoring Procedures.</p> <p>Each institution shall develop and maintain adequate procedures used by the institution to assure that it is maintained and operated in compliance with the Act and this Division.</p>

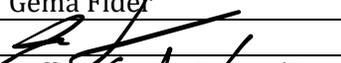
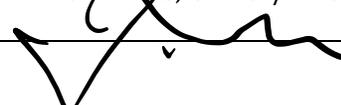
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		<p>The school does not maintain self-monitoring procedures.</p> <p>To remedy this violation, the school shall develop and maintain adequate procedures used by the institution to assure that it is maintained and operated in compliance with the Act and this Division. The self-monitoring procedures shall be submitted with the institution's response to the NTC and the last page of this document by April 19, 2019.</p>
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Only minor violations are listed on a Notice to Comply.

Inspector's Name	Gema Fider
Inspector's Signature	
Institution Administrator Name/Title:	William Frias, Owner/Director
Institution Administrator's Signature:	

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>

RETURN THIS FORM WITHIN THE SPECIFIED TIME FRAME WITH EITHER: 1) VERIFICATION OF COMPLIANCE OR 2) A NOTICE OF DISAGREEMENT

IMPORTANT COMPLIANCE NOTICE

California Education Code §94935 and California Code of Regulations §75010 provide that the Bureau for Private Postsecondary Education (Bureau) shall issue a Notice to Comply for minor violations detected during a compliance inspection by the Bureau.

By no later than 30 days from the date of the inspection, you must either: 1) Remedy the noncompliance item(s), sign the below declaration and submit this form to the Bureau, along with documentation describing how compliance was achieved; or 2) File with the Bureau a written notice of disagreement, specifying the minor violation(s) described in the Notice to Comply with which you disagree, 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.

Failure to timely remedy the noncompliance item(s) or file a written request for an informal office conference may result in the Bureau taking administrative enforcement action.

DECLARATION

Attached to this document is a list describing how compliance was achieved for each violation and supporting documentation. I declare under penalty of perjury that all violations identified in this Notice to Comply are corrected as described in the attachment.

Signature

Date

Print Name and Title

THIS DECLARATION OR A NOTICE OF DISAGREEMENT MUST BE SUBMITTED TO THE BUREAU BY **April 19, 2019**

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Administrator's Initial: 