



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 – CA 3001531 1113 (Ed. Code § 94935, 5 CCR § 75010)

Institution Name:	Janus University	Institution Telephone:	(949) 757-1155
Institution Code:	3001531	Administrator Name:	Mr. David Pinnell
Street Address:	1601 Dove Street, Suite 205 Newport Beach, California 92660	Date of Inspection:	11/06/2013

Nature and Facts of the Violation(s):

§71760 – Self-Monitoring Procedures	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. <b>Institution failed to maintain adequate procedures to assure that it operates in compliance with the Act and this Division.</b>
§71920 (b)(3) – Student Records	(b) In addition to the requirements of section 94900, the file shall contain all of the following pertinent student records: (3) Copies of all documents signed by the student, including contracts, instruments of indebtedness, and documents relating to financial aid; <b>Institution failed to maintain copies of the School Performance Fact Sheet signed and dated by the student; signed and dated by the institution.</b>

Only minor violations are listed on the Notice to Comply. Additional violations may have been identified that will be forwarded to the Enforcement Unit for further review.

Inspector's Name	Jeanne Matsumoto
Inspector's Signature	
Institution Administrator Name/Title:	Mr. David Pinnell, Advisory Board Member
Institution Administrator's Signature:	

Education Code can be located at: [http://www.bppe.ca.gov/lawsregs/pppe\\_act.shtml](http://www.bppe.ca.gov/lawsregs/pppe_act.shtml)  
 Code of Regulations can be located at: <http://www.bppe.ca.gov/lawsregs/regs.shtml>

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Inspector's Initial: *JM*

Administrator's Initial: *DP*

### 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 12/31/2010

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Inspector's Initial: *JM*

Administrator's Initial: *DP*