



## NOTICE TO COMPLY

### CU-73713074-07102024

Institution Name:	Broadcasters and Sportscasters Mentoring Group, The	Institution Telephone:	(818) 879-0858
Institution Code:	73713074	Administrator Name:	Kathy Madden
Street Address:	5956 Ruthwood Drive Calabasas 91302	Inspection Date:	7/10/2024

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](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 § 94913 (a)(1)	<b>Violation Description:</b> The institution’s website failed to contain a link to the institution’s catalog.  <b>Correction:</b> Update the website to be in compliance with § 94913 (a)((1)).
2	CEC § 94913 (a)(2)	<b>Violation Description:</b> The institution’s website failed to contain a School Performance Fact Sheet for each educational program offered by the institution.  <b>Correction:</b> Update the website to be in compliance with § 94913 (a)((2)).
3	CEC § 94913 (a)(4)	<b>Violation Description:</b> The institution’s website failed to contain a link to the bureau’s Internet Web site.  <b>Correction:</b> Update the website to be in compliance with § 94913 (a)(4).


Violation	Code Section Violated	Description of the violation and required correction.
4	CEC § 94913 (a)(5)	<p><b>Violation Description:</b> The institution's website failed to contain a link to the institution's most recent annual report submitted to the bureau.</p> <p><b>Correction:</b> Update the website to be in compliance with § 94913 (a)(5).</p>
5	5CCR § 71720 (b)(1)	<p><b>Violation Description:</b> The institution's faculty files failed to include documentation of continuing education.</p> <p><b>Correction:</b> Provide a Continuing Education Policy and Procedure to be in compliance with 5CCR § 71720 (b)(1)</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:	Kathy Madden, Vice President
Bureau Compliance Analyst Name:	Michelle Loo
Bureau Compliance Analyst Signature:	

## NOTICE TO COMPLY DECLARATION

CU-73713074-07112024

Institution Name:	Broadcasters and Sportscasters Mentoring Group, The	Institution Telephone:	(818) 879-0858
Institution Code:	73713074	Administrator Name:	Kathy Madden
Street Address:	5956 Ruthwood Drive Calabasas 91302	Inspection Date:	7/10/2024

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