



NOTICE TO COMPLY

CU- 25448535-02122025

Institution Name:	Pacific West Academy	Institution Telephone:	(818) 906-3754
Institution Code:	25448535	Administrator Name:	Andrea Monrroy
Street Address:	16117 Covello St Van Nuys CA 91406	Inspection Date:	2/12/2025

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	CEC § 94913 (a)(1)(2)(5) in conjunction with 5CCR § 71810 (a)	<p>Violation Description: The institution's website failed to contain a link to the institution's current School Performance Fact Sheet, catalog, and annual report. The website currently includes a School Performance Fact Sheet for 2019-2020, catalog for 2023 and an annual report for 2021.</p> <p>Correction: To remedy this violation, the school shall update its school's website to include current links pursuant to CEC § 94913 (a)(1)(2)(5) and 5CCR § 71810 (a).</p>
2	CEC § 94909 (a)(3)(D)	<p>Violation Description: The institution's catalog dated 1/1/2025-12/31/2025 failed to include the required verbatim statement.</p> <p>"The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The</p>


Violation	Code Section Violated	Description of the violation and required correction.
		<p>office may be reached by calling (888) 370- 7589, option #5, or by visiting osar.bppe.ca.gov."</p> <p>Correction: Provide an updated catalog that is corrected to comply with CEC § 94909 (a)(3)(D).</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:	Andrea Monrroy, Director of Administration
Bureau Compliance Analyst Name:	Michelle Loo
Bureau Compliance Analyst Signature:	

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