



NOTICE TO COMPLY

CA-98349907-11072023

Institution Name:	Waldorf Institute of Southern California (WISC) Teacher Education Program	Institution Telephone:	(818) 349-6272
Institution Code:	98349907	Administrator Name:	Mia Martin
Street Address:	17100 Superior Street Northridge, CA 91325	Inspection Date:	11/7/2023

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 5 CCR § 71810 (a)	<p>Violation Description: The institution’s website failed to contain a link to the institution’s most current catalog, School Performance Fact Sheets, and Annual Report submitted to the bureau pursuant to CEC § 94913 (a)(1)(2)(5).</p> <p>Correction: To remedy this violation, the school shall update its school’s website to include a catalog covering all of 2023, School Performance Fact Sheets covering 2020-2021 and the institution’s submitted 2021 annual report pursuant to CEC § 94913 (a)(1)(2)(5) and 5 CCR § 71810 (a). Provide proof of correction.</p>
2	CEC § 94911 (c)	<p>Violation Description: The institution’s enrollment agreement failed to include the student’s signature on the same pages as the list of charges.</p> <p>Correction: Provide an updated enrollment agreement that is corrected to comply with CEC §94911 (c).</p>

Violation	Code Section Violated	Description of the violation and required correction.
3	5 CCR § 76120 (a)	<p>Violation Description: The institution's catalog failed to include the current STRF fee of \$2.50 per \$1,000 of institutional charges.</p> <p>Correction: Provide an updated catalog that is corrected to comply with 5 CCR § 76120 (a).</p>
4	5 CCR § 76140 (a)(1)(5)(6)(7)(8)(9)(11)	<p>Violation Description: The institution's STRF back-up data failed to include information the institution is required to maintain to substantiate what is reported on the quarterly STRF Assessment Reporting Form.</p> <p>Correction: Provide a revise back-up document that is corrected to comply with 5 CCR § 76140 (a)(1)(5)(6)(7)(8)(9)(11).</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:	Mia Martin, Office Manager
Bureau Compliance Analyst Name:	Michelle Loo
Bureau Compliance Analyst Signature:	

NOTICE TO COMPLY DECLARATION

CA-98349907-11072023

Institution Name:	Waldorf Institute of Southern California (WISC) Teacher Education Program	Institution Telephone:	(818) 349-6272
Institution Code:	98349907	Administrator Name:	Mia Martin
Street Address:	17100 Superior Street Northridge, CA 91325	Inspection Date:	11/7/2023

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