



APPEAL OF CITATION INFORMAL CONFERENCE
DECISION: CITATION MODIFIED

March 26, 2019

Micro-Easy Computer Enterprises, Inc., Owner
 Micro-Easy Vocational Institute
 3851 San Pablo Dam Road
 El Sobrante, CA 94803

Date of Issuance	Citation Number	Institution Code
March 26, 2019	1819131	0703041

On March 14, 2019, an informal telephone conference was held in the matter of Citation: Assessment of Fine No. 1819131 (Citation) against Micro-Easy Computer Enterprises, Inc., Owner of Micro-Easy Vocational Institute. In attendance were Beth Scott, Enforcement Chief and Kola Onafowode, Owner.

Pursuant to Business and Professions Code, section 125.9; California Education Code, section 94936; and Title 5 of the California Code of Regulations, section 75020 and section 75040, the Bureau for Private Postsecondary Education (Bureau) renders the following decision relative to your appeal of the Citation No. 1819131.

It is the decision of the Enforcement Chief that on March 14, 2019, Citation No. 1819131 is modified and makes the following change(s):

VIOLATION CODE SECTIONS

#	Below you will find the California Education Code (CEC) and/or Title 5 of the California Code of Regulations (5 CCR code) section(s) of law you are charged with violating.
1.	<p>MODIFIED Violation: 5, CCR Section 71920 (b)(1)(A)- Student Records "(b) In addition to the requirements of section 94900, the file shall contain all of the following pertinent student records: (1) Written records and transcripts of any formal education or training, testing, or experience that are relevant to the student's qualifications for admission to the institution or the institution's award of credit or acceptance of transfer credits including the following: (A) Verification of high school completion or equivalency or other documentation establishing the student's ability to do college level work, such as successful completion of an ability-to-benefit test;"</p> <p>On July 27, 2018, during an announced onsite inspection, Bureau staff conducted a review of eight student files All eight student files were missing a verification of high school completion or</p>

equivalency, or successful completion of an ability-to-benefit test. The eight files did not contain documentation of any formal education or training relevant to the student's qualifications for admission.

On July 27, 2018, during the compliance inspection, K. O., President/CEO, of the Institution provided Bureau staff with the updated admissions policy requiring the retention of proof of high school completion by either a diploma, GED or ability to benefit test in the students file. Bureau staff reviewed and accepted the policy. The Institution is in compliance with the 5, CCR section 71920(b)(1)(A).

Reason for modification: New substantive facts were presented at the conference.

The administrative fine for this violation has been modified from \$501.00 to \$50.00.

TOTAL MODIFIED ADMINISTRATIVE FINE DUE: \$50.00

PENALTY – ASSESSMENT OF A FINE

Payment of the administrative fine is due within 30 days from the date of this decision. Please complete the Payment of Fine form. Payment must be made to the Bureau by check, or money order. Please include the citation number on the payment of the fine assessment. Payment of the administrative fine shall not constitute an admission of the violation(s) charged and shall be represented as satisfactory resolution of the matter for purposes of public disclosure. Payments may be mailed to:

Cheryl Lardizabal, Discipline Citation Program
Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive, Suite 400
Sacramento, CA 95833

APPEAL OF CITATION

You *do not* have the right to request another Informal Conference to appeal this modified Citation.

EFFECTIVE DATE OF CITATION AND FINE ASSESSMENT

This modified Citation is effective on **March 26, 2019**. The payment is due by **April 25, 2019**.

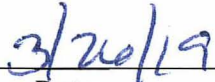
Failure to pay the administrative fine within the time allowed is grounds for denial of an application for an approval to operate or discipline. The Bureau will promptly take all appropriate action to enforce the modified Citation and recover the civil penalties prescribed therein or found to be due after a hearing.

CONTACT INFORMATION

If you have any questions regarding this decision or desire further information, please contact Cheryl Lardizabal, Citation Analyst, at (916) 621-2591 or at Cheryl.Lardizabal@dca.ca.gov.



Christina Villanueva
Discipline Manager



Date

Enclosures

- Payment of Fine – Waiver of Appeal Rights
- Declaration of Service by Certified and First-Class Mail