



## NOTICE TO COMPLY

CA- 90920098 -102023

Institution Name:	Vollmer Institute	Institution Telephone:	800- 295-6041
Institution Code:	90920098	Administrator Name:	Joseph C. De Ladurantey
Street Address:	22600 Savi Ranch Parkway, A-13 Yorba Linda CA 92887	Inspection Date:	10/24/2023

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](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	<p><b>Violation Description:</b> The institutions website fails to contain the most recent annual report submitted to the bureau.</p> <p><b>Correction:</b> The institution shall update the website to include the most recent annual report submitted to the bureau pursuant to CEC § 94913.</p>
2	CEC § 94911 (d)	<p><b>Violation Description:</b> The institutions enrollment agreement fails to include A clear and conspicuous statement that the enrollment agreement is legally binding when signed by the student and accepted by the institution.</p> <p><b>Correction:</b> The institution shall update the enrollments agreement to include the missing statement pursuant to CEC § 94911 d).</p>
	CEC § 94920 (b)	<p><b>Violation Description:</b> The institutions website states that a \$500.00 nonrefundable deposit is required with the application to reserve a seat. This requirement is not compliant with CEC § 94920 (b) which states Institutions shall refund 100 percent of the amount paid for</p>


Violation	Code Section Violated	Description of the violation and required correction.
		institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250). <b>Correction:</b> The institution shall update the website information regarding a nonrefundable application fee to be compliant with CEC § 94920 (b).
4	5,CCR § 71760	<b>Violation Description:</b> As of the date of the onsite inspection the institution does not have a self monitoring policy in place. <b>Correction:</b> The institution will create and document a self monitoring policy pursuant to 5,CCR § 71760.

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:	Brigitte Illingworth, office manager
Bureau Compliance Analyst Name:	Robyn Binion
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.

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Signature

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Date

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Print Name and Title