



CITATION: ASSESSMENT OF FINE AND ORDER OF ABATEMENT

To: University of North Los Angeles DBA Tysons Education Corporation, Owner
University of North Los Angeles
1000 South Fremont Avenue, Bldg. A10 Suite 10425
Alhambra, CA 91803

INSTITUTION CODE: 17834689

CITATION NUMBER: 1819106

CITATION ISSUANCE/SERVICE DATE: February 6, 2019

DUE DATE: March 8, 2019

FINE AMOUNT: \$15,000.00

ORDER OF ABATEMENT INCLUDED: YES

Christina Villanueva issues this Citation: Assessment of Fine and Order of Abatement (Citation) in her official capacity as Discipline Manager of the Bureau for Private Postsecondary Education (Bureau) of the California Department of Consumer Affairs.

CITATION

A Citation is hereby issued to: University of North Los Angeles DBA Tysons Education Corporation, Owner of University of North Los Angeles (Institution) located at 1000 South Fremont Avenue, Bldg. A10 Suite 10425, Alhambra, CA 91803, pursuant to Business and Professions Code Section 125.9; California Education Code (CEC) Section 94936; and Title 5 of the California Code of Regulations (5, CCR) Section 75020 for the violations described below.

BACKGROUND

In accordance with CEC section 94934 and 5, CCR section 74110(c) and (d), an institution shall file its annual report by December 1 of each year. The annual report shall be electronically filed, attaching the School Performance Fact Sheet, the Enrollment Agreement, and the school catalog. As of February 6, 2019, the Institution has not submitted a complete annual report to the Bureau.

On December 29, 2017, the Institution submitted an incomplete annual report to the Bureau. On April 9, 2018 notices of incomplete annual report submissions were sent to the Institution on via regular mail and on May 2, 2018, via certified mail, requesting the following missing documents: 2015/2016 School Performance Fact Sheets for all approved programs, and a copy of the 2016 Enrollment Agreement. In addition, the Institution failed to provide clear and conspicuous links on their website homepage for the School Catalog, School Performance Fact Sheets, any brochures (if applicable), link to the Bureau's webpage, and a copy of the Institution's most recent annual report submitted to the Bureau. As of February 6, 2019, the Institution failed to submit the required documents to the Bureau.

VIOLATION

#	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><u>Violation:</u> CEC Section 94934(a)(4) (a) As part of the compliance program, an institution shall submit an annual report to the bureau, under penalty of perjury, signed by a responsible corporate officer, by July 1 of each year, or another date designated by the bureau, and it shall include the following information for educational programs offered in the reporting period: (4) The Student Performance Fact Sheet, as required pursuant to Section 94910</p> <p>The Institution failed to submit 2015/2016 School Performance Fact Sheets for each approved program.</p> <p><u>Order of Abatement:</u> The Bureau orders that the Institution submit the 2015/2016 SPFS for each approved program in accordance with CEC section 94934(a)(4)</p> <p><u>Assessment of Fine</u> The fine for this violation is <u>\$5,000.00</u></p>
2.	<p><u>Violation:</u> 5, CCR Section 74110(d) (d) The annual report shall be electronically filed by submitting the information required by section 94934 of the Code and this section via the online form provided on the Bureau's website, electronically attaching, as directed, the School Performance Fact Sheet, the enrollment agreement, and the school catalog.</p> <p>On December 29, 2017, the Institution failed to submit to the Bureau a copy of the 2016 Enrollment Agreement via flash drive or CD.</p> <p><u>Order of Abatement:</u> The Bureau orders that the Institution submit the 2016 Enrollment Agreement, via flash drive or CD.</p> <p><u>Assessment of Fine</u> The fine for this violation is <u>\$5,000.00</u></p>
3.	<p><u>Violation:</u> CEC Section 94913(a)(1-5) (a) An institution that maintains an Internet Web site shall provide on that Internet Web site all of the following: (1) The school catalog. (2) A School Performance Fact Sheet for each educational program offered by the institution. (3) Student brochures offered by the institution. (4) A link to the bureau's Internet Web site. (5) The institution's most recent annual report submitted to the bureau.</p>

	<p>5, CCR Section 74117 In addition to the requirement in Section 94913(b) of the Code, an institution that maintains a website shall provide on the homepage of that website clear and conspicuous links to all the items required in Section 94913(a) of the Code.</p> <p>The Institution failed to provide clear and conspicuous links to the catalog, School Performance Fact Sheet, brochure (if applicable), the most recent annual report, and a link to the Bureau's web site, on the Institution's homepage.</p> <p><u>Order of Abatement:</u> The Bureau orders that the Institution update their website to include clear and conspicuous links to the catalog, School Performance Fact Sheet, the most recent annual report, and a link to the Bureau's web site, on the Institution's homepage. The Bureau orders that the Institution submit proof of compliance to the Bureau.</p> <p><u>Assessment of Fine</u> The fine for this violation is <u>\$5000.00</u></p>
<p>TOTAL ADMINISTRATIVE FINE DUE: \$15,000.00</p>	

ASSESSMENT OF A FINE

In accordance with CEC Section 94936; and 5, CCR Sections 75020 and 75030, the Bureau hereby orders this assessment of fine in the amount of **\$15,000.00** for the violations described above.

Payment must be made, to the Bureau, within 30 days from the date of service of the Citation.

COMPLIANCE WITH ORDER OF ABATEMENT

In accordance with the provisions of CEC Section 94936 and 5, CCR Section 75020 the Bureau hereby issues the order(s) of abatement described above. **Evidence of compliance with the order(s) of abatement must be submitted, to the Bureau, within 30 days from the date of service of the Citation.**

APPEAL OF CITATION

You have the right to contest this Citation through an informal conference with the Bureau; and/or through an administrative hearing in accordance with Chapter 5 (Commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the Government Code.

If you wish to contest this Citation, you must submit the 'Notice of Appeal of Citation – Request for Informal Conference and/or Administrative Hearing' form (enclosed) within 30 days from the date of service of the Citation. *If you do not request an informal conference and/or an administrative hearing within 30 days from the service of the Citation, you will not be able to request one at a later time.*

Unless a written request for an informal conference and/or an administrative hearing is signed by you and delivered to the Bureau by **March 8, 2019**, you will be deemed to have waived or forfeited your right to appeal this matter.

EFFECTIVE DATE OF CITATION

If you do not request an informal conference and/or an administrative hearing, this Citation shall become effective on **February 6, 2019**. Payment of the administrative fine and evidence of compliance with the order(s) of abatement shall be due by **March 8, 2019**. Your payment of the administrative fine shall not constitute an admission of the violation(s) charged.

If a hearing is requested, you will not be required to comply with this Citation until 30 days after a final order is entered against you.

Payment of the administrative fine and/or written request for appeal must be mailed to:

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

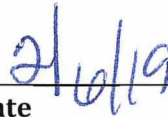
Failure for an applicant or institution to abate the violation(s) listed above or to pay the administrative fine within the time allowed may result in denial of an application for an approval or renewal to operate; disciplinary action, and/or collection action. The Bureau will promptly take all appropriate action to enforce this 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 Citation, or desire further information, please contact Gurinder Sandhu, Citation Analyst, at 916-431-6940 or Gurinder.sandhu@dca.ca.gov.



Christina Villanueva
Discipline Manager



Date

Enclosures

- Applicable Laws Violated
- Statement of Rights: Appeal Process Information Sheet
- Notice of Appeal of Citation: Request for Informal Conference and/or Administrative Hearing
- Payment of Fine – Waiver of Appeal
- Declaration of Service by Certified and First-Class Mail