



Bureau for Private Postsecondary Education  
 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833  
 P.O. Box 980818, West Sacramento, CA 95798-0818  
 P (916) 431-6959 F (916) 263-1897 www.bppe.ca.gov



## NOTICE TO COMPLY - UA 0702241 0414 (Ed. Code § 94935, 5 CCR § 75010)

Institution Name:	Frederick Taylor University	Institution Telephone:	925-376-0900
Institution Code:	0702241	Administrator Name:	Mansour Saki
Street Address:	346 Rheem Blvd., Suite #203 Moraga, CA 94556	Date of Inspection:	April 28, 2014

## Nature and Facts of the Violation(s):

Education Code	Subsection and Description
N/A	N/A

Code of Regulations	Subsection and Description
71770. Admissions Standards and Transferred Credits Policy.	(a) The institution shall establish specific written standards for student admissions for each educational program. These standards shall be related to the particular educational program. An institution shall not admit any student who is obviously unqualified or who does not appear to have a reasonable prospect of completing the program. In addition to any specific standards for an educational program, the admissions standards must specify as applicable that: (1) Each student admitted to an undergraduate degree program, or a diploma program, shall possess a high school diploma or its equivalent, or otherwise successfully take and pass the relevant examination as required by section 94904 of the Code. <b>The institution failed to document the completion of high school, GED or equivalent or ATB.</b>
71920. 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: <b>Institution does not document English Language testing prior to enrollment.</b> (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; <b>Institution does not document verification of high school completion or equivalency.</b>
71930. Maintenance of Records.	(d) The institution shall maintain a second set of all academic and financial records required by the Act and this chapter at a different location unless the original records, including records stored pursuant to subdivision (b) of this section, are maintained in a manner secure from damage or loss. An acceptable manner of storage under this subsection would include fire resistant cabinets. <b>Institution failed to maintain student files in a manner secure from loss. Student files are stored in open face file cabinets.</b>

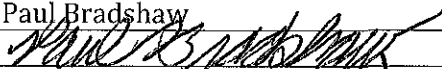
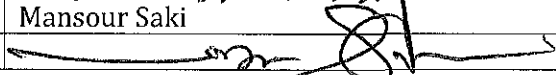
Notice to Comply - UA-0702241-0414

Inspector's Initial: PB

Administrator's Initial: M-S

Only minor violations are listed on the Notice to Comply.


Additional violations may have been identified that will be forwarded to the Enforcement Unit for further review.


Inspector's Name	Paul Bradshaw
Inspector's Signature	
Institution Administrator Name/Title:	Mansour Saki
Institution Administrator's Signature:	

Education Code can be located at: [http://www.bppe.ca.gov/lawsregs/ppe\\_act.shtml](http://www.bppe.ca.gov/lawsregs/ppe_act.shtml)

Code of Regulations can be located at: <http://www.bppe.ca.gov/lawsregs/regs.shtml>

Notice to Comply – UA-0702241-0414

Inspector's Initial: PB 

Administrator's Initial: MS 

RETURN THIS FORM WITHIN THE SPECIFIED TIME FRAME WITH EITHER: 1) VERIFICATION OF COMPLIANCE OR 2) A NOTICE OF DISAGREEMENT

### IMPORTANT COMPLIANCE NOTICE

California Education Code §94935 and California Code of Regulations §75010 provide that the Bureau for Private Postsecondary Education (Bureau) shall issue a Notice to Comply for minor violations detected during a compliance inspection by the Bureau.

By no later than 30 days from the date of the inspection, you must either: 1) Remedy the noncompliance item(s), sign the below declaration and submit this form to the Bureau, along with documentation describing how compliance was achieved; or 2) File with the Bureau a written notice of disagreement, specifying the minor violation(s) described in the Notice to Comply with which you disagree, 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.

Failure to timely remedy the noncompliance item(s) or file a written request for an informal office conference may result in the Bureau taking administrative enforcement action.

### DECLARATION

Attached to this document is a list describing how compliance was achieved for each violation and supporting documentation. I declare under penalty of perjury that all violations identified in this Notice to Comply are corrected as described in the attachment.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title

THIS DECLARATION OR A NOTICE OF DISAGREEMENT MUST BE SUBMITTED TO THE BUREAU BY

**MAY 28, 2014**

Notice to Comply – UA-0703241-0414

Inspector's Initial: PB *JB*

Administrator's Initial: *M.S.*