



Bureau for Private Postsecondary Education
 1747 N. Market Blvd. Ste 225 Sacramento, CA 95834
 P.O. Box 980818, West Sacramento, CA 95798-0818
 P (916) 574-8900 F (916) 263-1897 www.bppe.ca.gov



NOTICE TO COMPLY – CU-1936381-0222 (Ed. Code §94935 & 5, CCR §75010)

Institution Name:	South Bay Massage	Institution Telephone:	(310) 546-8774
Institution Code:	1936381	Administrator Name:	Lin Shu
Street Address:	120-B South Sepulveda Boulevard Manhattan Beach CA 90266	Date of Inspection:	02/25/2022

Nature and Facts of the Violation(s), Including a Reference to the Statute or Regulation Violated, and Manner in Which the Institution Must Correct the Violation to Achieve Compliance:

Item No.	Education Code (CEC) or Regulation (5, CCR)	Deficiency – Requested Submission
1	CEC 94913	<p>(a) An institution that maintains an Internet Web site shall provide on that Internet Web site all of the following: (1) The school catalog.</p> <p>The catalog on the school’s website is outdated, from the year 2020.</p> <p>To remedy this violation, the school shall update it’s website to contain the most current version of the school’s catalog.</p> <p>A printout of or a link to the updated website shall be submitted to the bureau’s NTC analyst with the institution's response to the NTC and the last page of this document by March 16, 2022.</p>
2	CEC 94913	<p>(a) An institution that maintains an Internet Web site shall provide on that Internet Web site all of the following: (4) A link to the bureau’s Internet Web site.</p> <p>The school’s website failed to contain a link to the bureau’s website.</p> <p>To remedy this violation, the school shall update it’s website to contain a link to the bureau’s website.</p> <p>A printout of or a link to the updated website shall be submitted to the bureau’s NTC analyst with the institution's response to the NTC and the last page of this document by March 16, 2022.</p>

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 Administrator’s Initial: *LS*

3	CEC 94913	<p>(a) An institution that maintains an Internet Web site shall provide on that Internet Web site all of the following: (5) The institution’s most recent annual report submitted to the bureau.</p> <p>The link for the school’s 2019 annual report does not work.</p> <p>To remedy this violation, the school shall update the link for its 2019 annual report to one that is working and contains both institutional information and all program information.</p> <p>A printout of or a link to the updated website shall be submitted to the bureau’s NTC analyst with the institution's response to the NTC and the last page of this document by March 16, 2022.</p>
4	CEC 94913	<p>(b) An institution shall include information concerning where students may access the bureau’s Internet Web site anywhere the institution identifies itself as being approved by the bureau.</p> <p>The home page of the school’s website contains the bureaus logo, however there is no information concerning where students may access the bureau’s Internet Web site.</p> <p>To remedy this violation the school shall update the home page of its website where the bureau’s logo is contained to include information concerning where students may access the bureau’s Internet Web site.</p> <p>A printout of or a link to the updated website shall be submitted to the bureau’s NTC analyst with the institution's response to the NTC and the last page of this document by March 16, 2022.</p>
	71720	<p>(b) Instructors in an Educational Program Not Leading to a Degree. (2) Each instructor shall maintain their knowledge by completing continuing education courses in his or her subject area, classroom management or other courses related to teaching.</p> <p>The institution failed to maintain a policy for ensuring instructors maintain their knowledge by completing continuing education courses.</p> <p>To remedy the violation, the institution shall submit a copy of their policy ensuring instructors maintain their knowledge by completing continuing education courses. A copy of the</p>

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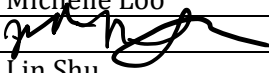
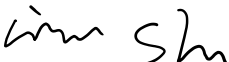
Inspector’s Initial:

Administrator’s Initial:

KS



		document and the last page of this document shall be submitted with the last page of this document by March 16, 2022.
	71760	<p>Each institution shall develop and maintain adequate procedures used by the institution to assure that it is maintained and operated in compliance with the Act and this Division.</p> <p>The institution failed to provide a copy of their self-monitoring procedures.</p> <p>To remedy the violations, the institution shall provide a self-monitoring procedure to assure the institution is maintained and operation in compliance with the Act and this Division. A copy of the policy shall be submitted with the last page of this document by March 16, 2022.</p>

Only minor violations are listed on a Notice to Comply.

Inspector's Name	Michelle Loo
Inspector's Signature	
Institution Administrator Name/Title:	Lin Shu
Institution Administrator's Signature:	

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

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Administrator's Initial: 

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 **MARCH 16, 2022**

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Inspector's Initial: *MD*

Administrator's Initial: *CS*