



**APPEAL OF CITATION INFORMAL CONFERENCE**  
**DECISION: CITATION MODIFIED**

December 10, 2019

Ambreen Kazmi, Owner  
 Mutahir Kazmi, Owner  
 Adroit School of Architecture  
 315 12th Street  
 Sacramento, CA 95814

Date of Issuance	Citation Number	Institution Code
December 10, 2019	1920108	54602718

On November 15, 2019, an informal telephone conference was held in the matter of Citation: Assessment of Fine and Order of Abatement No. 1920108 (Citation) against Ambreen Kazmi and Mutahir Kazmi, Owners of Adroit School of Architecture (Institution). In attendance were Beth Danielson, Enforcement, Chief, and Ambreen Kazmi, 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. 1920108.

It is the decision of the Enforcement Chief that on November 15, 2019, Citation No. 1920108 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><b><u>Violation:</u></b>  <b>CEC Section 94932.5 - Announced and Unannounced Compliance Inspections</b>  <i>(a) As part of its compliance program, the bureau shall perform announced and unannounced inspections of institutions at least every five years.</i></p> <p><b>5, CCR Section 71930 (e) – Maintenance of Records</b>  <i>(e) All records that the institution is required to maintain by the Act or this chapter shall be made immediately available by the institution for inspection and copying during normal business hours by the Bureau and any entity authorized to conduct investigations.</i></p> <p><b>The Institution failed to have personnel present during their posted normal business hours to allow</b></p>

	<p style="color: red;">Bureau staff access to inspect and copy records during normal business hours.</p> <p><b><u>Order of Abatement:</u></b> The Bureau orders the institution to submit an established policy, or procedure, that identifies how personnel will be present during normal business hours to allow the Bureau access to the Institution to inspect all records that are required to be maintained per 5, CCR Section 71930 (e).</p> <p style="color: red;"><b>Reason for Modification:</b> New substantive facts were presented at the conference. The Order of Abatement has been satisfied.</p> <p><b><u>Assessment of Fine:</u></b> The fine for this violation is \$5,000.00</p> <p style="color: red;">The administrative fine for this violation has been modified from \$5,000.00 to \$1,000.00.</p>
<b>TOTAL MODIFIED ADMINISTRATIVE FINE DUE: <u>\$1,000.00</u></b>	

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:

Gabriella Perez, Discipline Citation Program  
Bureau for Private Postsecondary Education  
P.O. Box 980818  
West Sacramento, CA 95798-0818

APPEAL OF CITATION

You *do not* have the right to request another Informal Conference to appeal this modified Citation. You *do*, however, have the right to appeal this affirmed or modified Citation through an Administrative Hearing. A hearing before an Administrative Law Judge will be scheduled and you will be notified of the hearing date. The hearing will be held pursuant to Chapter 5 (commencing with section 11500) of Part 1 of Division 3 of Title 2 of the Government Code.

If you do not wish to appeal this modified Citation you must withdraw your initial request for an Administrative Hearing. Please complete and mail the enclosed Withdrawal – Request for Administrative Hearing within **30 Days** of the date of this decision.

EFFECTIVE DATE OF CITATION AND FINE ASSESSMENT

This modified Citation is effective on December 10, 2019. The payment is due by January 9, 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 Gabriella Perez, Citation Analyst, at Gabriella.Perez@dca.ca.gov.

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**Christina Villanueva**  
**Discipline Manager**

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**Date**

Enclosures

- Payment of Fine – Waiver of Appeal Rights
- Withdrawal- Request for Administrative Hearing
- Declaration of Service by Certified and First-Class Mail