



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

June 18, 2019

Eric Jacobs, Owner  
 Contractors State License Center  
 3014 West Burbank Blvd.  
 Burbank, California 91505

Date of Issuance	Citation Number	Institution Code
June 18, 2019	1819105	Unapproved

On April 11, 2019, an informal telephone conference was held in the matter of Citation: Assessment of Fine and Order of Abatement No. 1819105 (Citation) against Eric Jacobs, Owner of Contractors State License Center (Institution). In attendance were Yvette Johnson, Administrative Chief; Eric Jacobs, Owner; and John McTeague, Attorney.

Pursuant to Business and Professions Code, §148; California Education Code (CEC), section 94944; and Title 5 of California Code of Regulations (5, CCR), section 75020 and section 75040, the Bureau for Private Postsecondary Education (Bureau) renders the following decision relative to your appeal of the Citation No. 1819105.

It is the decision of the Administrative Chief that on May 14, 2019, Citation No. 1819105 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>Violation:</b></p> <p><b>CEC Section 94886. Approval to Operate Required</b>  <i>"Except as exempted in Article 4 (commencing with Section 94874) or in compliance with the transition provisions in Article 2 (commencing with Section 94802), a person shall not open, conduct, or do business as a private postsecondary educational institution in this state without obtaining an approval to operate under this chapter."</i></p> <p><b>CEC Section 94817.5. Approved to Operate or Approved</b>  <i>"Approved to operate" or "approved" means that an institution has received authorization pursuant to this chapter to offer to the public and to provide postsecondary educational programs."</i></p> <p><b>CEC Section 94868. To Offer to the Public</b>  <i>"To offer to the public" means to advertise, publicize, solicit, or recruit."</i></p> <p><b>CEC Section 94869. To Operate</b>  <i>"To operate" means to establish, keep, or maintain any facility or location in this state where, or</i></p>

from which, or through which, postsecondary educational programs are provided.”

On March 8, 2018, during the investigation, Bureau staff discovered a school 2018-2019 catalog on the website under [www.californiacontractorslicensing.org](http://www.californiacontractorslicensing.org), The catalog advertised a standard inspection program for \$4,855.00 and a special inspector program for \$6,060.00.

On October 10, 2018, during a field investigation, Bureau staff discovered that the Institution had advertisements of classes and had a classroom on the premises.

The Institution advertises on its website, [www.californiacontractorslicensing.org](http://www.californiacontractorslicensing.org), on yelp at <https://www.yelp.com/biz/contractors-state-license-center-burbank>, and on <http://contractorslicense.la/>, all with the address of 3014 West Burbank Blvd., Burbank, California 91505.

Based on the Bureau’s investigation, the Institution is conducting business as a private postsecondary educational institution at 3014 West Burbank Blvd., Burbank, California 91505, and is not exempt from the provisions of the California Private Postsecondary Act. The Institution falls under definition of a private postsecondary educational institution under CEC section 94858. The Institution continues to operate as a private postsecondary educational institution without Bureau approval.

**Order of Abatement:**

The Bureau orders that the Institution cease to operate as a private postsecondary educational institution, unless the Institution qualifies for an exemption under CEC section 94874. The Institution must discontinue recruiting or enrolling students and cease all instructional services and advertising in any form or type of media, including the [www.californiacontractorslicensing.org](http://www.californiacontractorslicensing.org) and <http://contractorslicense.la/> and any other websites not identified here that are associated with the Institution, until such time as an approval to operate is obtained from the Bureau. The Institution must disconnect all telephone service numbers including but not limited to (800) 562-0008 and (818) 845-1882 that are associated with the Institution until such time as an approval to operate is obtained from the Bureau. To comply with the Order of Abatement the Institution must submit a school closure plan to the Bureau pursuant to California Education Code section 94926. The Institution must provide a roster of each student currently enrolled at the Institution. The roster must include the names of the students, their contact information (including phone number, email address, and physical address), the programs in which they are enrolled, the amount paid for the programs.

**Assessment of Fine**

The fine for this violation is **\$100,000.00**

Reason for modification: New substantive facts were presented at the conference.

The administrative fine for this violation has been modified from \$100,00.00 to **\$5,000.00**.

**TOTAL MODIFIED ADMINISTRATIVE FINE DUE: \$5,000.00**

ORDER OF ABATEMENT

The Bureau orders that you comply with the orders described in the 'Violation Code Sections' of this document and submit evidence of compliance within **30 days** from the date of this decision.

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:

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

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 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 June 18, 2019. The order of abatement and payment are due by **July 18, 2019**.


Failure to abate the violation or 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 Cheryl Lardizabal, Discipline Analyst, at (916) 621-2591 or at [Cheryl.Lardizabal@dca.ca.gov](mailto:Cheryl.Lardizabal@dca.ca.gov).



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



\_\_\_\_\_  
Date

Enclosures

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