



Bureau for Private Postsecondary Education
 P.O. Box 980818, West Sacramento, CA 95798-0818
 (888) 370-7589 / www.bppe.ca.gov



NOTICE TO COMPLY – 000359

(Ed. Code § 94935, 5 CCR § 75010)

Institution Name: FAMSOFT CORPORATION	Institution Telephone: 510-683-3940
Inst. Code: 0106981	Administrator Name: FAREEHA SULTAN
Street Address: 1200 Fulton Place Fremont	Administrator Signature: <i>[Signature]</i>
Inspector: <i>[Signature]</i>	Printed Name: JAY JAY Date: 5-8-12

VIOLATION(S)			
✓	Educ. Code	Description	Code of Regs Description
	§94802	Continuance of Former Approvals. Subsection(s):	§71705 Mission and Objectives.
	§94897	Prohibited Business Practices. Subsection(s):	§71710 Educational Program. Subsection(s):
	§94898	Merging Classes, Converting Method of Delivery, Changing Locations. Subsection(s):	§71715 Instruction. Subsection(s):
	§94899	Approval Required for Programs Leading to Licensed Profession.	§71716 Distance Educational Programs – Specific Provisions for Instruction Not in Real Time. Subsection(s):
	§94899.5	Collection of Tuition. Subsection(s):	§71717 Satellite Locations. Subsection(s):
	§94900	Required Student Records. Subsection(s):	§71720 Faculty. Subsection(s):
	§94900.5	Required Institutional Records. Subsection(s):	§71730 Administration. Subsection(s):
	§94901	Requirements for Recruiters. Subsection(s):	§71735 Facilities and Equipment. Subsection(s):
	§94902	General Enrollment Requirements. Subsection(s):	§71740 Library and Other Learning Resources. Subsection(s):
	§94903	Waiving Provisions Prohibited.	§71750 Withdrawals and Refunds. Subsection(s):
	§94904	Ability to Benefit Students.	§71760 Self-Monitoring Procedures.
	§94905	Professions Requiring Licensure, Internships. Subsection(s):	§71770 Admissions Standards and Transferred Credits Policy. Subsection(s):
	§94906	Language of Enrollment Agreement. Subsection(s):	§71800 Enrollment Agreement. Subsection(s):
	§94907	Mandatory Internal Dispute Resolution Prohibited.	§71810 Catalog. Subsection(s):
	§94908	Size of Text in Required Documents.	§71850 Minimum Educational Requirements in Order to Award an Undergraduate Degree. Subsection(s):
	§94909	Minimum Requirements for School Catalog. Subsection(s):	§71865 Minimum Educational Requirements in Order to Award a Graduate Degree. Subsection(s):
	§94910	Minimum Requirements for School Performance Fact Sheet. Subsection(s):	§71920 Student Records. Subsection(s): <i>see attachment for individual subsections</i>
	§94911	Minimum Requirements for enrollment Agreement. Subsection(s):	§71930 Maintenance of Records. Subsection(s): <i>see attachment for indiv. subsect.</i>
	§94912	Signature, Initials Required.	§74112 Uniform Data - Annual Report, Perform. Fact Sheet. Subsection(s):
	§94916	Statement On Loans To Students.	§74140 Retention of Advertising.
	§94918	Compliance with Federal Statutes.	§74150 Use of Term "University." Subsection(s):
	§94919	Institutions Participating in Federal Student Financial Aid Programs. Subsection(s):	§74190 Agents for Service of Process; Changes.
	§94920	Mandatory Cancellation, Withdrawal, and Refund Policies. Subsection(s):	§76140 Record-Keeping Requirements. Subsection(s):
	§94922	Waiving Provisions Prohibited.	§76215 Student Tuition Recovery Fund Disclosures. Subsection(s):
	§94929	Reporting of Completion Rate. Subsection(s):	Other Violation Description
	§94929.5	Reporting of Student Performance Data. Subsection(s):	
	§94929.7	Documentation of Performance Data. Subsection(s):	
	§94943.5	Agent for Service of Process.	

(White) Bureau

(Yellow) Inspector

(Pink) Institution



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INSTITUTION NAME: FAMSOFT CORPORATION

INSPECTOR'S COMMENTS: The nature and facts of the violations are listed below.

71920(b)(1)(A) - no verification of High School completion or equivalency or other documentation establishing the student's ability to do college level work was contained in student files

71930(d) - Institution does not maintain a second set of academic and financial records at a different location, or originals are not maintained in a manner secure from fire or loss such as fire resistant cabinets.

Comments continued on attached ___ page(s).

Inspection Date: 5-8-12 Inspector's Printed Name: JAN JOY Inspector Initialed: JJ

Institution Administrator Printed Name: FARREHA SULTAN Administrator Initialed: FS

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 an inspection by the Bureau.

By no later than 30 days from the date of inspection, you must either: (1) Remedy the noncompliance(s) and sign 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 violations 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(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 for each violation was achieved. I declare under penalty of perjury that all violations identified in this Notice to Comply are corrected as described in the attachment.

Signature Date

Printed Name and Title

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

June 7, 2012
(White) Bureau (Yellow) Inspector (Pink) Institution