



NOTICE TO COMPLY – CU-90323886-1022 (Ed. Code §94935 & 5, CCR §75010)

Institution Name:	Jade Beauty and Barber College	Institution Telephone:	(408) 623-0522
Institution Code:	90323886	Administrator Name:	Thu Le
Street Address:	1045 East Capitol Express Way San Jose, CA 95121	Date of Inspection:	October 21, 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:

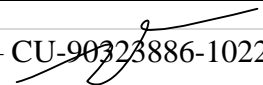
CATALOG MINIMUM REQUIREMENTS

Item No.	Education Code (CEC) or Regulation (5, CCR)	Deficiency – Requested Submission
1	CEC § 94909	<p>(a) Except as provided in subdivision (d), before enrollment, an institution shall provide a prospective student, either in writing or electronically, with a school catalog containing, at a minimum, all of the following:</p> <p>(9) The schedule of total charges for a period of attendance and an estimated schedule of total charges for the entire educational program.</p> <p>The catalog states STRF fees to be collected are still at zero in several areas of the catalog. However, effective April 1, 2022, the Student Tuition Recovery Fund (STRF) assessment rate changed from fifty cents (\$.50) per one thousand dollars (\$1,000) of institutional charges to two dollars and fifty cents (\$2.50) per one thousand dollars (\$1,000) of institutional charges. (5, CCR Section 76120).</p> <p>Please update the institution’s policy and catalog accordingly. The updated catalog shall be submitted with the institution’s response to the NTC and the last page of this document by November 20, 2022.</p>
2	CEC § 94909	<p>(a) Except as provided in subdivision (d), before enrollment, an institution shall provide a prospective student, either in writing or electronically, with a school catalog containing, at a minimum, all of the following:</p> <p>(5) A description of the programs offered and a description of the instruction provided in each of the courses offered by the institution, the requirements for completion of each program, including required courses, any final tests or examinations, any</p>

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		<p>required internships or externships, and the total number of credit hours, clock hours, or other increments required for completion.</p> <p>According to Bureau records, the institution was approved in 2022 to offer 1000-hour Cosmo and Barber programs, however the catalog did not include these programs.</p> <p>Please include the 1000-hour Cosmo and Barber programs offerings in the revised catalog. The updated catalog shall be submitted with the institution's response to the NTC and the last page of this document by November 20, 2022.</p>
3	CEC § 94909	<p>(a) Except as provided in subdivision (d), before enrollment, an institution shall provide a prospective student, either in writing or electronically, with a school catalog containing, at a minimum, all of the following:</p> <p>(8) A detailed description of institutional policies in the following areas:</p> <p>(B) Cancellation, withdrawal, and refund policies, including an explanation that the student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. The text shall also include a description of the procedures that a student is required to follow to cancel the enrollment agreement or withdraw from the institution and obtain a refund consistent with the requirements of Article 13 (commencing with Section 94919).</p> <p>The institution's refund policy is not in compliance with the regulations (5, CCR §71750):</p> <p>(c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:</p> <p>(1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.</p> <p>The institution's current refund policy is not the required pro rata refund.</p> <p>Please update the institution's policy and catalog accordingly. The updated catalog shall be submitted with the institution's response to the NTC and the last page of this document by November 20, 2022.</p>

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4	5, CCR § 71810	<p>(b) The catalog shall contain the information prescribed by Section 94909 of the Code and all of the following:</p> <p>(9) A description of the facilities and of the types of equipment and materials that will be used for instruction;</p> <p>The catalog did not include a description of the equipment used for the massage program. Again, to retain approval for Massage, the institution must maintain significant equipment that is sufficient to enable students to achieve the educational objectives of each program.</p> <p>To remedy this violation, the school shall update the catalog to include a description of the equipment used for the massage program that aligns with the institution's objectives. The updated catalog shall be submitted with the institution's response to the NTC and the last page of this document by November 20, 2022.</p>
5	CEC § 94905	<p>(c) During the enrollment process, an institution offering educational programs designed to lead to positions in a profession, occupation, trade, or career field where voluntary licensure by a government agency is available, shall provide its students seeking to enroll in those programs with a written copy of the requirements for that voluntary licensure.</p> <p>The school's catalog failed to clearly disclose the requirements for voluntary licensure for the massage program and the institution relationship to California Massage Therapy Council (CAMTC).</p> <p>To remedy this violation, the school shall update the catalog to accurately describe the requirements for voluntary licensure for the massage program and the institution relationship to California Massage Therapy Council (CAMTC).The updated catalog shall be submitted with the institution's response to the NTC and the last page of this document by November 20, 2022.</p>

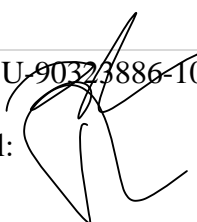
SELF-MONITORING PROCEDURES

Item No.	Education Code (CEC) or Regulation (5, CCR)	Deficiency - Requested Submission
6	5, CCR §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 school does not maintain self-monitoring procedures.</p>

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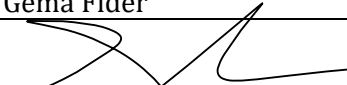
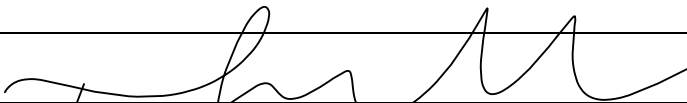
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		To remedy this violation, the school shall develop and maintain adequate policy and procedures used by the institution to assure that it is maintained and operated in compliance with the Act and this Division. The school shall submit a the school's self-monitoring policy with the institution's response to the NTC and the last page of this document by November 20, 2022.
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Only minor violations are listed on a Notice to Comply.

Inspector's Name	Gema Fider
Inspector's Signature	
Institution Administrator Name/Title:	Thu Le, Manager
Institution Administrator's Signature:	

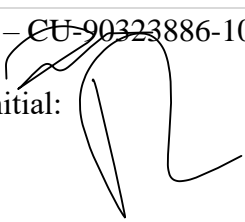
Education Code can be located at: http://www.bppe.ca.gov/lawsregs/ppe_act.shtml

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

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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

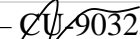
Attached to this document is a list describing how compliance was achieved for each violation and supporting documentation. I declare under penalty of perjury that all violations identified in this Notice to Comply are corrected as described in the attachment.

Signature

Date

Print Name and Title

THIS DECLARATION OR A NOTICE OF DISAGREEMENT MUST BE SUBMITTED TO THE BUREAU BY **November 20, 2022**

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