



**Bureau for Private Postsecondary Education**  
 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833  
 P.O. Box 980818, West Sacramento, CA 95798-0818  
 P (916) 431-6959 F (916) 263-1897 www.bppe.ca.gov



**NOTICE TO COMPLY – CA 0702161 0614 (Ed. Code § 94935, 5 CCR § 75010)**

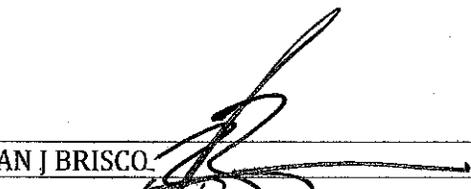
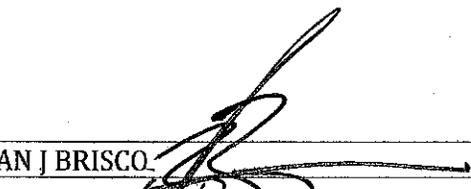
Institution Name:	W Academy of Salon and Spa	Institution Telephone:	925-735-9999
Institution Code:	0702161	Administrator Name:	Rashelle Kiddura
Street Address:	520 San Ramon Valley Boulevard San Ramon, CA 94528	Date of Inspection:	20 JUNE 2014

**Nature and Facts of the Violation(s):**

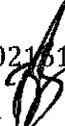
Education Code	Subsection and Description
<b>94907. Mandatory Internal Dispute Resolution Prohibited</b>	<p>An enrollment agreement shall not contain a provision that requires a student to invoke an internal institutional dispute procedure before enforcing any contractual or other legal rights or remedies.</p> <p><b>The current grievance policy contains a provision which reads:</b>  <b>7. Students must exhaust the institution's internal complaint process before submitting the complaint to the school's accrediting agency, if applicable.</b></p> <p><b>This is a violation per 94907 CEC</b></p>
<b>94909. Minimum Requirements for School Catalog</b>	<p>(a) Prior to 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:            (2) Except as specified in Article 2 (commencing with Section 94802), a statement that the institution is a private institution and that it is approved to operate by the bureau.</p> <p><b>The text which appears on page 4 of the catalog is not sufficient to meet the requirement. The language must state Bureau approval means compliance with minimum standards set forth.</b></p>
<b>94909. Minimum Requirements for School Catalog</b>	<p>(a) Prior to 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:            (16) A statement specifying whether the institution, or any of its degree programs, are accredited by an accrediting agency recognized by the United States Department of Education. If the institution is unaccredited and offers an associate, baccalaureate, master's, or doctoral degree, or is accredited and offers an unaccredited program for an associate, baccalaureate, master's, or doctoral degree, the statement shall disclose the known</p>

Notice to Comply – CA 0702161 0614  
 Inspector's Initial: BJB  
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	<p>limitations of the degree program, including, but not limited to, all of the following:</p> <p>(A) Whether a graduate of the degree program will be eligible to sit for the applicable licensure exam in California and other states.</p> <p>(B) A degree program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment positions, including, but not limited to, positions with the State of California.</p> <p>(C) That a student enrolled in an unaccredited institution is not eligible for federal financial aid programs.</p> <p><b>This is required verbiage which must appear in the institution's catalog.</b></p>
<b>94913. Website</b>	<p>(a) An institution that maintains an Internet Web site shall provide on that Internet Web site all of the following:</p> <p>(1) The school catalog.</p> <p>(4) A link to the bureau's Internet Web site.</p> <p><b>(a)(1) Only the most current version should appear.</b></p> <p><b>(a)(4) The institution's website does contain a link to the Bureau as required, but does not contain the appropriate disclosure language regarding Bureau approval to operate.</b></p>

Inspector's Name	BRIAN J BRISCO 
Inspector's Signature	
Institution Administrator Name/Title:	RASHELLE KADOURA, President & CAO
Institution Administrator's Signature:	

Education Code can be located at: [http://www.bppe.ca.gov/lawsregs/ppe\\_act.shtml](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 **JULY 21, 2014**

Notice to Comply – CA 0702141 0614  
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