



Bureau for Private Postsecondary Education  
 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833  
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**NOTICE TO COMPLY - CA-1909251-0614 (Ed. Code § 94935, 5 CCR § 75010)**

Institution Name:	Emperor's College of Traditional Oriental Medicine	Institution Telephone:	310-453-8300
Institution Code:	1909251	Administrator Name:	Yun Kim
Street Address:	1807 Wilshire Blvd #200, Santa Monica, 90403	Date of Inspection:	June 13, 2014

Nature and Facts of the Violation(s):

Education Code	Subsection and Description
§94902 - General Enrollment Requirements.	(a) A student shall enroll solely by means of executing an enrollment agreement. The enrollment agreement shall be signed by the student and by an authorized employee of the institution. <b>Several student files were lacking student signatures and/or authorized employee of the institution signatures.</b>
§94902 - General Enrollment Requirements.	(b) An enrollment agreement is not enforceable unless all of the following requirements are met: (1) The student has received the institution's catalog and School Performance Fact Sheet prior to signing the enrollment agreement. (3) Prior to the execution of the enrollment agreement, the student and the institution have signed and dated the information required to be disclosed in the Student Performance Fact Sheet pursuant to subdivisions (a) to (d), inclusive, of Section 94910. Each of these items in the Student Performance Fact Sheet shall include a line for the student to initial and shall be initialed and dated by the student. <b>Student files did not contain School Performance Fact Sheets.</b>

Code of Regulations	Subsection and Description
§71750 - Withdrawals and Refunds.	(a) Every institution shall make refunds that are no less than the refunds required under the Act and this Division. <b>Several withdrawn/dropped students were not properly refunded by the institution.</b>

Inspector's Name	Diana Brandstein
Inspector's Signature	<i>[Signature]</i>
Institution Administrator Name/Title:	Yun Kim / CEO
Institution Administrator's Signature:	<i>[Signature]</i>

Education Code can be located at: [http://www.bppe.ca.gov/lawsregs/bppe\\_act.shtml](http://www.bppe.ca.gov/lawsregs/bppe_act.shtml)

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

Notice to Comply - CA-1909251-0614

Inspector's Initial: *DB*

Administrator's Initial: *YK*

**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 12, 2014**

Notice to Comply – CA-1909251-0614

Inspector's Initial: *DS*

Administrator's Initial: *YK*