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-1939461-0813 (Ed. Code § 94935, 5 CCR § 75010)

Institution Name:	California College of Music	Institution Telephone:	(626) 577-1751
Institution Code:	1939461	Administrator Name:	Steve Martinez
Street Address:	42 S. Catalina Avenue, Pasadena 91106	Date of Inspection:	August 28, 2013

Nature and Facts of the Violation(s):

Education Code	Subsection and Description

Code of Regulations	Subsection and Description
§71760 - Self-Monitoring Procedures	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. **Institution has failed to develop and maintain adequate procedures to assure that it is maintained and operated in compliance with the Act and this Division.**

Only minor violations are listed on the Notice to Comply.
Additional violations may have been identified that will be forwarded to the Enforcement Unit for further review.

Inspector's Name	Dani Bornshtayn
Inspector's Signature	
Institution Administrator Name/Title:	Steve Martinez, Dean of College
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

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 **September 27, 2013**