



Bureau for Private Postsecondary Education
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NOTICE TO COMPLY - CA 3403741 1213 (Ed. Code § 94935, 5 CCP § 75010)

Institution Name:	National Career Education	Institution Telephone:	916-969-4900
Institution Code:	3403741	Administrator Name:	Mr. Peter Mikhail
Street Address:	11080 White Rock Road, Suite 100, Rancho Cordova, CA 95670	Date of Inspection:	December 16, 2013

Nature and Facts of the Violation(s):

Code of Regulations	Subsection and Description
§71930(d). Maintenance of Records.	<p>(d) The institution shall maintain a second set of all academic and financial records required by the Act and this chapter at a different location unless the original records, including records stored pursuant to subdivision (b) of this section, are maintained in a manner secure from damage or loss. An acceptable manner of storage under this subdivision would include fire resistant cabinets.</p> <p>-Institution does not maintain sufficient storage meeting the minimum requirements of this section. The 2010 and 2011 files for graduated and dropped students were stored in cardboard boxes not secure from loss. The remaining student files were observed to be stored in secure/lockable filing cabinets.</p>

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	Nicole Vinh
Inspector's Signature	<i>Nicole Vinh</i>
Institution Administrator Name/Title:	Mr. Peter Mikhail, CEO/Owner
Institution Administrator's Signature:	<i>Peter Mikhail</i>

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>

Notice to Comply - CA 3403741 1213
 Inspector's Initial: *NV*
 Administrator's Initial: *PM*

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 JANUARY 16, 2014.