



Bureau for Private Postsecondary Education
 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833
 P.O. Box 980818, West Sacramento, CA 95798-0818
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NOTICE TO COMPLY - CA-44933207-1014 (Ed. Code § 94935, 5 CCR § 75010)

Institution Name:	Nasung Montessori Institute	Institution Telephone:	213-384-3003
Institution Code:	44933207	Administrator Name:	Moon H. Kim / Byeong Kim
Street Address:	743 S. Grand View St., Los Angeles, 90057	Date of Inspection:	October 15, 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. Reviewed student files did not contain a signature of an authorized employee of the institution on the enrollment agreement.
§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. Reviewed student files did not contain School Performance Fact Sheet.
§94906 - Language of Enrollment Agreement.	(b) If the recruitment leading to enrollment was conducted in a language other than English, the enrollment agreement, disclosures, and statements shall be in that language. Per Moon Kim and Byeong Kim recruitment is conducted in Korean. The enrollment agreement and disclosures are in English.
§94911 - Minimum Requirements for Enrollment Agreement.	An enrollment agreement shall include, at a minimum, all of the following: (b) A schedule of total charges, including a list of any charges that are nonrefundable and the student's obligations to the Student Tuition Recovery Fund, clearly identified as nonrefundable charges. Student Tuition Recovery Fund is not identified as nonrefundable charge on the enrollment agreement.
§94911 - Minimum Requirements for Enrollment Agreement.	An enrollment agreement shall include, at a minimum, all of the following: (k) The following statement above the space for the student's

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Inspector's Initial:

Administrator's Initial:

	<p>signature: "I understand that this is a legally binding contract. My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the institution's cancellation and refund policies have been clearly explained to me." The enrollment agreement is lacking the required verbatim statement in its entirety. " I understand that this is a legally binding contract" is lacking.</p>
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Code of Regulations	Subsection and Description
§71800 - Enrollment Agreement.	In addition to the requirements of section 94911 of the Code, an institution shall provide to each student an enrollment agreement that contains at the least the following information: (b) Period covered by the enrollment agreement. The enrollment agreement does not include the period covered by the enrollment agreement.
§71800 - Enrollment Agreement.	In addition to the requirements of section 94911 of the Code, an institution shall provide to each student an enrollment agreement that contains at the least the following information: (d) Date by which the student must exercise his or her right to cancel or withdraw, and the refund policy, including any alternative method of calculation if approved by the Bureau pursuant to section 94921 of the Code. The enrollment agreement does not include the date by which the student must exercise his or her right to cancel or withdraw. (MONTH/DAY /YEAR)
§71800 - Enrollment Agreement.	In addition to the requirements of section 94911 of the Code, an institution shall provide to each student an enrollment agreement that contains at the least the following information: (e) Itemization of all institutional charges and fees including, as applicable: (11) Student Tuition Recovery Fund fee (non-refundable); The enrollment agreement does not include verbiage "non-refundable" for the Student Tuition Recovery Fund fee.
§71810 - Catalog.	(b) The catalog shall contain the information prescribed by Section 94909 of the Code and all of the following: (1) The specific beginning and ending dates defining the time period covered by the catalog; The catalog does not specify beginning and ending dates defining the time period covered by the catalog (Month/Day/Year).
§71810 - Catalog.	(b) The catalog shall contain the information prescribed by Section 94909 of the Code and all of the following: (5) Whether any instruction will occur in a language other than English and, if so, the level of proficiency required and the kind of documentation of proficiency, such as the United States Foreign

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Inspector's Initial: *DB*

Administrator's Initial: *BN*

	Service Language Rating System, that will be accepted; Courses are taught in Korean which conflicts with the catalog which states instruction is in English.
§71810 - Catalog.	(b) The catalog shall contain the information prescribed by Section 94909 of the Code and all of the following: (13) Housing information including all of the following: (B) The availability of housing located reasonably near the institution's facilities and an estimation of the approximate cost or range of cost of the housing; The catalog does not include information regarding approximate cost or range of cost of the housing.

Inspector's Name	<i>Dawn [Signature]</i>
Inspector's Signature	<i>[Signature]</i>
Institution Administrator Name/Title:	Moon H. Kim / Byeong Kim
Institution Administrator's Signature:	<i>Moon H. Kim</i> <i>Byeong Kim</i>

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Inspector's Initial: *[Initials]*
 Administrator's Initial: *[Initials]*

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 **NOVEMBER 15, 2014**

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Inspector's Initial: *AB*

Administrator's Initial: *BN*