



**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 51728571 0216 (Ed. Code § 94935, 5 CCR § 75010)**

|                   |                                                    |                        |                 |
|-------------------|----------------------------------------------------|------------------------|-----------------|
| Institution Name: | Ayuvidya College of America                        | Institution Telephone: | 650-584-3123    |
| Institution Code: | 51728571                                           | Administrator Name:    | Vaijayanti Apte |
| Street Address:   | 2495 Old Middlefield Way<br>Mountain View CA 94043 | Date of Inspection:    | 2/2/2016        |

Nature and Facts of the Violation(s), Including a Reference to the Statute or Regulation Violated, and Manner in Which the Institution Must Correct the Violation to Achieve Compliance:

| Education Code                            | Subsection , Description, and Required Correction                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| §94902 - General Enrollment Requirements. | <p>(b) An enrollment agreement is not enforceable unless all of the following requirements are met:</p> <p>(1) The student has received the institution’s catalog and School Performance Fact Sheet prior to signing the enrollment agreement.</p> <p><b>Some of the student files failed to contain signed copies of the Institution’s School Performance Fact Sheet.</b></p> <p><b>To remedy the violation the institution needs to provide signed copies of the School Performance Fact Sheet for any students they enroll within the next 30 days.</b></p>                                                      |
| §94912 - Signature, Initials Required.    | <p>Prior to the execution of an enrollment agreement, the information required to be disclosed pursuant to subdivisions (a) to (d), inclusive, of Section 94910 shall be signed and dated by the institution and the student. Each of these items shall also be initialed and dated by the student.</p> <p><b>Some of the student files failed to contain signed copies of the Institution’s School Performance Fact Sheet.</b></p> <p><b>To remedy the violation the institution needs to provide signed copies of the School Performance Fact Sheet for any students they enroll within the next 30 days.</b></p> |
| §94900 - Required Student Records.        | <p>(b) An institution shall maintain, for each student granted a degree or certificate by that institution, permanent records of all of the following:</p> <p>(1) The degree or certificate granted and the date on which that degree or certificate was granted.</p> <p>(2) The courses and units on which the certificate or degree was based.</p> <p>(3) The grades earned by the student in each of those courses.</p> <p><b>The institution’s graduate student files failed to contain</b></p>                                                                                                                 |

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 Inspector’s Initial: *MS*  
 Administrator’s Initial: *JA*

|  |                                                                                                                                                                                         |
|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p>transcripts and a copy of the certificate awarded..</p> <p><b>To remedy the violation the institution needs to provide a copy of their student transcripts and certificates.</b></p> |
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| Code of Regulations       | Subsection, Description, and Required Correction                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| §71920 - Student Records. | <p>(b)(1)(A) Verification of high school completion or equivalency or other documentation establishing the student's ability to do college level work, such as successful completion of an ability-to-benefit test.</p> <p><b>The Institution's student files failed to contain verification of high school completion or equivalent.</b></p> <p><b>To remedy the violation the institution needs to provide verification of high school completion or equivalent for any students they enroll within the next 30 days.</b></p>                                                                                                                                                                                                                                                                                        |
| §71920 - Student Records. | <p>(b)(1)(10)A document specifying the amount of a refund, including the amount refunded for tuition and the amount for other itemized charges, the method of calculating the refund, the date the refund was made, and the name and address of the person or entity to which the refund was sent.</p> <p><b>The institution's student files failed to contain a document specifying the method of calculating refunds.</b></p> <p><b>To remedy the violation the institution needs to provide a copy of their refund calculation worksheet including all of the required information.</b></p>                                                                                                                                                                                                                         |
| §71920 - Student Records. | <p>(b)(5) In addition to the requirements of section 94900(b) of the Code, a transcript showing all of the following:</p> <p>(A) The courses or other educational programs that were completed, or were attempted but not completed, and the dates of completion or withdrawal;</p> <p>(B) Credit awarded for prior experiential learning, including the course title for which credit was awarded and the amount of credit;</p> <p>(C) Credit for courses earned at other institutions;</p> <p>(D) Credit based on any examination of academic ability or educational achievement used for admission or college placement purposes;</p> <p>(E) The name, address, website address, and telephone number of the institution.</p> <p><b>The institution's graduate student files failed to contain transcripts.</b></p> |

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Inspector's Initial: *CM*

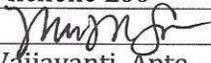
Administrator's Initial: *A*

|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                   | <b>To remedy the violation the institution needs to provide a copy of their student transcripts.</b>                                                                                                                                                                                                                                                                                                                                                                                                   |
| §71720 - Faculty. | (b) Instructors in an Educational Program Not Leading to a Degree.<br>(2) Each instructor shall maintain their knowledge by completing continuing education courses in his or her subject area, classroom management or other courses related to teaching.<br><br><b>The institution's faculty files failed to contain documentation of continuing education.</b><br><br><b>To remedy the violation the institution needs to provide copies of continuing education for each of their instructors.</b> |
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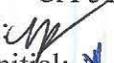
**Only minor violations are listed on the Notice to Comply.**

Additional material violations have been found? Y / N (Circle one)

If yes, material violations will be forwarded to Enforcement for further review. A Bureau representative will contact the institution with additional guidance

|                                        |                                                                                    |
|----------------------------------------|------------------------------------------------------------------------------------|
| Inspector's Name                       | Michelle Loo                                                                       |
| Inspector's Signature                  |   |
| Institution Administrator Name/Title:  | Vaijayanti Apte - Owner                                                            |
| 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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Inspector's Initial:   
Administrator's Initial: 

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 **March 3, 2016**

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Inspector's Initial: *MB*

Administrator's Initial: *JK*