



Bureau for Private Postsecondary Education
 P.O. Box 980818, West Sacramento, CA 95798-0818
 (888) 370-7589 / www.bppe.ca.gov



NOTICE TO COMPLY – 000136 (Ed. Code § 94935, 5 CCR § 75010)

Institution Name: Los Angeles Barber College	Institution Telephone: 323-778-8012
Inst. Code: 69608151 School Code: 81104794 (Branch Campus)	Administrator Name: MS. MARIA ELENA MACIEL
Street Address: 7213 Broadway St., Los Angeles, CA. 90003	Administrator Signature: <i>Maria Elena Maciel</i>
Inspector: <i>Nicole</i>	Inspector Printed Name: NICOLE VINH Date: 8/29/12

VIOLATION(S)

✓	Educ. Code	Description	✓	Code of Regs	Description
	§94802	Continuance of Former Approvals. Subsection(s):		§71705	Mission and Objectives.
	§94897	Prohibited Business Practices. Subsection(s):		§71710	Educational Program. Subsection(s):
	§94898	Merging Classes, Converting Method of Delivery, Changing Locations. Subsection(s):		§71715	Instruction. Subsection(s):
	§94899	Approval Required for Programs Leading to Licensed Profession.		§71716	Distance Educational Programs – Specific Provisions for Instruction Not in Real Time. Subsection(s):
	§94899.5	Collection of Tuition. Subsection(s):		§71717	Satellite Locations. Subsection(s):
	§94900	Required Student Records. Subsection(s):	✓	§71720	Faculty. Subsection(s): (b)(1) see attachments for individual subsections
	§94900.5	Required Institutional Records. Subsection(s):		§71730	Administration. Subsection(s):
	§94901	Requirements for Recruiters. Subsection(s):		§71735	Facilities and Equipment. Subsection(s):
	§94902	General Enrollment Requirements. Subsection(s):		§71740	Library and Other Learning Resources. Subsection(s):
	§94903	Waiving Provisions Prohibited.		§71750	Withdrawals and Refunds. Subsection(s):
	§94904	Ability to Benefit Students.		§71760	Self-Monitoring Procedures.
	§94905	Professions Requiring Licensure, Internships. Subsection(s):	✓	§71770	Admissions Standards and Transferred Credits Policy. Subsection(s): (a), (a)(1) see p.2.
	§94906	Language of Enrollment Agreement. Subsection(s):		§71800	Enrollment Agreement. Subsection(s):
	§94907	Mandatory Internal Dispute Resolution Prohibited.		§71810	Catalog. Subsection(s):
	§94908	Size of Text in Required Documents.		§71850	Minimum Educational Requirements in Order to Award an Undergraduate Degree. Subsection(s):
	§94909	Minimum Requirements for School Catalog. Subsection(s):		§71865	Minimum Educational Requirements in Order to Award a Graduate Degree. Subsection(s):
	§94910	Minimum Requirements for School Performance Fact Sheet. Subsection(s):	✓	§71920	Student Records. see attachment pg. 2 for (b)(1)(A), (b)(1)(O) subsections.
	§94911	Minimum Requirements for enrollment Agreement. Subsection(s):		§71930	Maintenance of Records. Subsection(s):
	§94912	Signature, Initials Required.		§74112	Uniform Data - Annual Report, Perform. Fact Sheet. Subsection(s):
	§94916	Statement On Loans To Students.		§74140	Retention of Advertising.
	§94918	Compliance with Federal Statutes.		§74150	Use of Term "University." Subsection(s):
	§94919	Institutions Participating in Federal Student Financial Aid Programs. Subsection(s):		§74190	Agents for Service of Process; Changes.
	§94920	Mandatory Cancellation, Withdrawal, and Refund Policies. Subsection(s):		§76140	Record-Keeping Requirements. Subsection(s):
	§94922	Waiving Provisions Prohibited.		§76215	Student Tuition Recovery Fund Disclosures. Subsection(s):
	§94929	Reporting of Completion Rate. Subsection(s):	✓	Other Violation	Description
	§94929.5	Reporting of Student Performance Data. Subsection(s):			
	§94929.7	Documentation of Performance Data. Subsection(s):			
	§94943.5	Agent for Service of Process.			

(White) Bureau

(Yellow) Inspector

(Pink) Institution



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INSTITUTION NAME: LOS ANGELES BARBER COLLEGE (BRANCH CAMPUS)

INSPECTOR'S COMMENTS:

The nature + facts of the violations are listed below:

- 71720(b)(1) FACULTY: Faculty files only contained copy of ID, form I-9, W-4, and Employment Application (where "EDUCATION HISTORY" and "SUMMARY OF SKILLS + QUALIFICATIONS" were left blank and not completed. One application was not signed or dated. Faculty files did not contain resume or copies of diploma H.S. (Only barber license was provided.)
 - 71770(a) ADMISSIONS STANDARDS: Branch campus Catalog did not have required written standards for student admission. Criteria stated only: * must be at least 16 yrs old, and * must have a California ID. (Did not contain required proof of H.S. Diploma, GED, or equivalent.)
 - 71770(a)(1) ADMISSIONS STANDARDS: All admitted students did not possess H.S. diploma or equivalent, nor did they pass relevant exam. School indicates they never asked for H.S. diploma.
 - 71920(b)(1)(A) STUDENT RECORDS: All current, withdrawn and graduate student files did not contain verification of H.S. completion or equivalency.
 - 71920(b)(1)(B) STUDENT RECORDS: Withdrawn/Terminated files did not contain refund calculation sheet or method, nor the name + address refunded.
- Comments continued on attached ___ page(s). Furthermore, no documentation on date the refund was made.

Inspection Date: 8/29/12 Inspector's Printed Name: NICOLE VINH Inspector Initialed: NV

Institution Administrator Printed Name: MARIA ELENA MACIEL Administrator Initialed: MEM

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 an inspection by the Bureau.

By no later than 30 days from the date of inspection, you must either: (1) Remedy the noncompliance(s) and sign 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 violations 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(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 for each violation was achieved. I declare under penalty of perjury that all violations identified in this Notice to Comply are corrected as described in the attachment.

Signature _____

Date _____

Printed Name and Title _____

THIS DECLARATION OR A NOTICE OF DISAGREEMENT MUST BE SUBMITTED TO THE BUREAU BY September 29, 2012.

(White) Bureau

(Yellow) Inspector

(Pink) Institution