



Bureau for Private Postsecondary Education
1747 N. Market Blvd. Ste 225 Sacramento, CA 95834
P.O. Box 980818, West Sacramento, CA 95798-0818
P (916) 574-8900 F (916) 263-1897 www.bppe.ca.gov



APPEAL OF CITATION INFORMAL CONFERENCE
DECISION: CITATION AFFIRMED

October 21, 2020

24-7 Classroom, LLC., Owner
American Heritage College
1100 Town and Country Road, Suite 1250
Orange, CA 92868

Date of Issuance	Citation Number	Institution Code
October 21, 2020	2021033	41424484

On September 18, 2020, an informal telephone conference was held in the matter of Citation: Assessment of Fine and Order of Abatement No. 2021033 (Citation) against 24-7 Classroom, LLC., Owner of American Heritage College (Institution). In attendance were Beth Danielson, Enforcement Chief, and Abdi Lajevardi, CEO.

Pursuant to Business and Professions Code, section 125.9; California Education Code, section 94936; and Title 5 of the California Code of Regulations, section 75020 and section 75040, the Bureau for Private Postsecondary Education (Bureau) renders the following decision relative to your appeal of the Citation No. 2021033.

It is the decision of the Enforcement Chief that on September 29, 2020, Citation No. 2021033 is affirmed for the following reason(s):

- No new substantive facts were presented at the conference.

VIOLATION CODE SECTIONS

#	Below you will find the California Education Code (CEC) and/or Title 5 of the California Code of Regulations (5, CCR code) section(s) of law you are charged with violating.
1.	<p><u>Violation:</u> CEC Section 94932.5 – Announced and Unannounced Compliance Inspections <i>“(a) As part of its compliance program, the bureau shall perform announced and unannounced inspections of institutions at least every five years.”</i></p> <p>5, CCR Section 71930 (e) – Maintenance of Records <i>“(e) All records that the institution is required to maintain by the Act or this chapter shall be made immediately available by the institution for inspection and copying during normal business hours by the Bureau and any entity authorized to conduct investigations.”</i></p> <p>Bureau staff was unable to complete the Inspection as the Owner was uncooperative. The Owner</p>

stated that they would try to provide Bureau staff with the documentation requested, however Institution staff (the Director of Education and Placement Director) were out of the office at the time of the inspection

Bureau staff was unable to review all of the requested documents during the inspection as documents were not made immediately available for inspection and copying during normal business hours.

Order of Abatement:

The Bureau orders the Institution to submit a policy, or procedure, of how future compliance will be maintained per 5, CCR Section 71930.

Assessment of Fine

The fine for this violation is \$5,000.00.

2.

Violation:

5, CCR Section 71920 (a)(b)(1)(3)(9)(A)(B)(C) – Student Records

“(a) The institution shall maintain a file for each student who enrolls in the institution whether or not the student completes the educational service.

(b) In addition to the requirements of section 94900, the file shall contain all of the following pertinent student records:

(1) Written records and transcripts of any formal education or training, testing, or experience that are relevant to the student's qualifications for admission to the institution or the institution's award of credit or acceptance of transfer credits including the following:

(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;

(B) Records documenting units of credit earned at other institutions that have been accepted and applied by the institution as transfer credits toward the student's completion of an educational program;

(C) Grades or findings from any examination of academic ability or educational achievement used for admission or college placement purposes;

(3) Copies of all documents signed by the student, including contracts, instruments of indebtedness, and documents relating to financial aid;

(9) A document showing the total amount of money received from or on behalf of the student and the date or dates on which the money was received;”

Violation: 5, CCR Section 71920 (a)(b)(1)(A)(B)(C): Bureau staff reviewed student files and found that the Institution failed to collect the required documentation for admission to the Institution. Specifically, the student files failed to contain 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.

Violation: 5, CCR Section 71920 (a)(b)(3): Bureau staff reviewed student files and found that the files did not contain a copy of the SPFS document as is required. Additionally, the supporting documentation for the SPFS was not found in any of the student files reviewed during the inspection.

Violation: 5, CCR Section 71920 (b)(9): Bureau staff reviewed student files and found that the files did not contain a document showing the total amount of money received from or on behalf of the student and the date(s) on which the money was received.

	<p><u>Order of Abatement:</u> The Bureau orders the Institution to submit a policy, or procedure, of how future compliance will be maintained per 5, CCR Section 71920.</p> <p><u>Assessment of Fine</u> The fine for this violation is <u>\$5,000.00</u>.</p>
3.	<p><u>Violation:</u> CEC Section 94902(a) – General Enrollment Requirements <i>“(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.”</i></p> <p>Bureau staff reviewed student files and found that the Institution failed to have an authorized employee sign enrollment agreements.</p> <p><u>Order of Abatement:</u> The Bureau orders the Institution to submit a policy, or procedure, of how future compliance will be maintained per CEC Section 94902.</p> <p><u>Assessment of Fine</u> The fine for this violation is <u>\$500.00</u>.</p>
4.	<p><u>Violation:</u> 5, CCR Section 76140(b) – Record-Keeping Requirements <i>“(b) The qualifying institution shall maintain the data required under this section in an electronic format that is readily available and open to inspection by the Bureau upon request. The institution shall make the records immediately available to a Bureau representative conducting a site inspection or, upon written request, shall provide a copy within 14 calendar days of the request. All records shall be provided to the Bureau in an intelligible and orderly manner and in an electronic format.”</i></p> <p>Bureau staff requested the supporting documentation to substantiate the data reported for the last quarter STRF Assessment Reporting Form, however, the Owner was unaware of where the documentation was stored therefore it could not be provided during the inspection.</p> <p><u>Order of Abatement:</u> The Bureau orders the Institution to submit a written policy of how future compliance will be maintained per 5, CCR section 76140.</p> <p><u>Assessment of Fine</u> The fine for this violation is <u>\$1,000.00</u></p>
<p>TOTAL AFFIRMED ADMINISTRATIVE FINE DUE: <u>\$11,500.00</u></p>	

ORDER OF ABATEMENT

The Bureau orders that you comply with the orders described in the ‘Violation Code Sections’ of this document and submit evidence of compliance within **30 days** from the date of this decision.

PENALTY – ASSESSMENT OF A FINE

Payment of the administrative fine is due within 30 days from the date of this decision. Please complete the Payment of Fine form. Payment must be made to the Bureau by check, or money order. Please include the citation number on the payment of the fine assessment. Payment of the administrative fine shall not constitute an admission of the violation(s) charged and shall be represented as satisfactory resolution of the matter for purposes of public disclosure. Payments may be mailed to:

Gabriella Perez, Discipline Citation Program
Bureau for Private Postsecondary Education
1747 N. Market Blvd., Suite 225
Sacramento, CA 95834

APPEAL OF CITATION

You *do not* have the right to request another Informal Conference to appeal this affirmed Citation. If you did not initially request an Administrative Hearing within 30 days from when the original citation was issued, you can no longer request one.

EFFECTIVE DATE OF CITATION AND FINE ASSESSMENT

This affirmed Citation is effective on **October 21, 2020**. The order of abatement and payment are due by **November 20, 2020**.

Failure to abate the violation or to pay the administrative fine within the time allowed is grounds for denial of an application for an approval to operate or discipline. The Bureau will promptly take all appropriate action to enforce the Affirmed Citation and recover the civil penalties prescribed therein or found to be due after a hearing.

CONTACT INFORMATION

If you have any questions regarding this decision or desire further information, please contact Gabriella Perez, Citation Analyst, at (916) 574-8969 or at Gabriella.Perez@dca.ca.gov.

“Original signature on file”

“10/21/2020”

Christina Villanueva
Discipline Manager

Date

Enclosures

- Payment of Fine
- Declaration of Service by Certified and First-Class Mail