



NOTICE TO COMPLY

CA-3707641-042325

Institution Name:	United Truck Driving School	Institution Telephone:	(619) 296-2020
Institution Code:	3707641	Administrator Name:	Cindy Stullich
Street Address:	2425 Camino Del Rio S, Suite 250 San Diego, CA 92108	Inspection Date:	04/23/25

The Bureau for Private Postsecondary Education (Bureau) issues this Notice to Comply pursuant to California Education Code (CEC) section 94935 and Title 5 of the California Code of Regulations (5 CCR) section 75010.

California Private Postsecondary Education Act: https://www.bppe.ca.gov/lawsregs/ppe_act.pdf
Title 5 of the California Code of Regulations: <https://www.bppe.ca.gov/lawsregs/regs.pdf>

Violation	Code Section Violated	Description of the violation and required correction.
1	CEC § 94909 (a)(8)(B) in conjunction with CEC § 94920 (b)	<p>Violation Description: Page 19 of the institution's 2025 catalog contains an unenforceable policy specifying "non-institutional fees of \$248 (medical exam, drug test and OMV permit fees) and any STRF fee" as nonrefundable items within the cancellation period. The policy is not compliant with CEC § 94920 (b), as 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), must be refunded.</p> <p>Correction: The institution shall update the refund and cancellation policy in its 2025 catalog. The policy must demonstrate compliance with CEC § 94909 (a)(8)(B) and CEC § 94920 (b).</p>
2	CEC § 94909 (a)(8)(B) in conjunction with 5 CCR § 71750 (c)(1)	<p>Violation Description: The pro-rata refund sample on page 19 of the institution's 2025 catalog, does not comply with 5 CCR § 71750 (c)(1).</p> <p>Correction: The institution shall update the pro-rata refund sample on page 15 of the institution's 2025</p>

Violation	Code Section Violated	Description of the violation and required correction.
		catalog pursuant to CEC § 94909 (a)(8)(B) and 5 CCR § 71750 (c)(1).
3	5 CCR § 74112 (d)(3)	<p>Violation Description: The institution's 2025 catalog failed to include the job classification(s) each program prepares its graduates for using the United States Department of Labor's Standard Occupational Classification codes, at the Detailed Occupation (six-digit) level.</p> <p>Correction: The institution shall update its 2025 catalog to include United States Department of Labor's Standard Occupational Classification codes, pursuant to 5 CCR § 74112 (d)(3).</p>
4	CEC § 94909 (a)(3)(D)	<p>Violation Description: The institution's 2025 catalog, failed to contain the required verbatim statement: "The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling (888) 370-7589 or by visiting https://www.osar.bppe.ca.gov/."</p> <p>Correction: The institution shall update its 2024 catalog to include the above-mentioned statement pursuant to CEC § 94909 (a)(3)(D).</p>
5	5 CCR § 71800 (e) in conjunction with CEC § 94920 (b)	<p>Violation Description: The institution's enrollment agreement contains unenforceable statements regarding non-refundable items. It is implied that the items listed in the itemized list of chares are non-refundable within the cancellation period. According to CEC § 94920 (b), the law identifies a reasonable deposit or application fee as the only non-refundable items within the cancellation period.</p> <p>Correction: The institution shall update the itemization section in its enrollment agreements pursuant to 5 CCR § 71800 (e) in conjunction with CEC § 94920 (b).</p>

Violation	Code Section Violated	Description of the violation and required correction.
6	CEC § 94911 (e)(2) in conjunction with CEC § 94920 (b)	<p>Violation Description: Page three of the institution's enrollment agreement contains an unenforceable policy specifying "non-institutional fees of \$248 (medical exam, drug test and OMV permit fees) and any STRF fee" as nonrefundable items within the cancellation period. The policy is not compliant with CEC § 94920 (b), as 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), must be refunded.</p> <p>Correction: The institution shall update the refund and cancellation policy in its enrollment agreement. The policy must demonstrate compliance with CEC § 94911 (e)(2) and CEC § 94920 (b).</p>
7	CEC § 94911 (e)(2) in conjunction with 5 CCR § 71750 (c)(1)	<p>Violation Description: The pro-rata refund sample on page two of the institution's enrollment agreement, does not comply with 5 CCR § 71750 (c)(1).</p> <p>Correction: The institution shall update the pro-rata refund sample on page 2 of the institution's enrollment agreement pursuant to CEC § 94911 (e)(2) in conjunction with 5 CCR § 71750 (c)(1).</p>
8	5 CCR § 76140 (a)	<p>Violation Description: The institution's 2024 2nd and 3rd Quarter STRF supporting documentation failed to contain record of the student's (1) Student identification number, (4) Local or mailing address, (5) Address at the time of enrollment, (6) Home address, (11) Third-party payer identifying information, and (13) Total institutional charges paid.</p> <p>Correction: To remedy this violation, the institution shall update the 2024 3rd and 4th Quarter STRF supporting documentation, pursuant 5 CCR § 76140 (a).</p>
9	CEC § 94913 (a)(5)	<p>Violation Description: The institution failed to post on its website clear and conspicuous links to the institution's most recent annual report submitted to the Bureau.</p> <p>Correction: The institution shall update its website to include a clear and conspicuous link to the school's most recent Annual Report, pursuant to CEC § 94913 (a)(5).</p>

Violation	Code Section Violated	Description of the violation and required correction.
10	5 CCR § 71730 (b)	<p>Violation Description: The institution's policies and procedures failed to maintain the duties, responsibilities, and performance evaluation criteria for the Chief Academic Officer (CAO) set forth in a personnel manual or other writing maintained by the institution.</p> <p>Correction: The institution shall update its policies and procedures to include the above-mentioned policy, pursuant to 5 CCR § 71730 (b).</p>

Pursuant to 5 CCR section 75010(d), the Institution may do either of the following:

- (1) Within 30 days from the date of the inspection, sign and return the notice to comply, declaring under penalty of perjury that the violation was corrected and describing how compliance was achieved; or
- (2) Within 30 days from the date of the inspection, file with the Bureau a written notice of disagreement, specifying the minor violations described in the notice to comply with which the person approved to operate the institution disagrees, 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.

Pursuant to CEC section 94935(h), failure to comply with the notice to comply will result in the Bureau taking appropriate administrative enforcement action.

The Notice to Comply was given to the Institution's owner, person in control, chief academic officer, chief executive officer, chief operating officer, institution director, or any person delegated by any of the aforementioned persons to facilitate the inspection or accept such notice as set forth below.

Notice To Comply Given To Name & Title:	Cindy Stullich, Director
Bureau Compliance Analyst Name:	Alec Taub
Bureau Compliance Analyst Signature:	<i>Alec Taub</i>

NOTICE TO COMPLY DECLARATION

CA-3707641-042325

Institution Name:	United Truck Driving School	Institution Telephone:	(619) 296-2020
Institution Code:	3707641	Administrator Name:	Cindy Stullich
Street Address:	2425 Camino Del Rio S, Suite 250, San Diego, CA 92108	Inspection Date:	04/23/25

I declare under penalty of perjury that each violation identified in this Notice to Comply has been corrected and attached with this declaration is evidence to support the correction of each violation identified.

Signature

Date

Print Name and Title