



NOTICE TO COMPLY
CU-3005331-052025

Institution Name:	Brownson Technical School	Institution Telephone:	(714) 774-9443
Institution Code:	3005331	Administrator Name:	Patti Gallagher
Street Address:	1110 Technology Circle, Suite D Anaheim, CA	Inspection Date:	May 21, 2025

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)(3)(D)	<p>Violation Description: The institution's catalog failed to include the required statement regarding "The Office of Student Assistance and Relief" (OSAR) pursuant to CEC § 94909 (a)(3)(D).</p> <p>Correction: The institution shall update the catalog to include the required statement regarding, "The Office of Student Assistance and Relief" (OSAR) pursuant to CEC § 94909 (a)(3)(D) in its entirety. (see below)</p> <p>"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, Option #5, or by visiting, www.https://osar.bppe.ca.gov/)."</p>

Violation	Code Section Violated	Description of the violation and required correction.
2	CEC § 94909 (a)(8)(B) In conjunction with CEC § 94919 (d)	<p>Violation Description: The institution's catalog failed to include a compliant cancellation refund policy for students who cancel during the cancellation period, pursuant to CEC § 94909 (a)(8)(B) in conjunction with CEC § 94919 (d).</p> <p>Correction: The institution shall update the refund policy in the catalog so that it is compliant with CEC § 94919 (d). The following verbiage shall be removed, "less any deduction for equipment not returned in new condition" and "less any deduction for the equipment not returned in good condition," (#5 and #6 pages 17-18).</p>
3	CEC § 94909 (a)(10)	<p>Violation Description: The institution's catalog failed to contain a statement reporting whether the institution participates in state financial aid programs, pursuant to CEC § 94909 (a)(10).</p> <p>Correction: The institution shall add a statement reporting whether the institution participates in state financial aid programs, pursuant to CEC § 94909 (a)(10).</p>
4	CEC § 94911(e)(2) In conjunction with CEC § 94919 (d)	<p>Violation Description: The institution's enrollment agreement failed to include a compliant cancellation refund policy for students who cancel during the cancellation period, pursuant to CEC § 94911 (e)(2) in conjunction with CEC § 94919 (d).</p> <p>Correction: The institution shall update the refund policy in the enrollment agreement so that it is compliant with CEC § 94919 (d). The following verbiage shall be removed, "less any deduction for equipment not returned in new condition" and "less any deduction for equipment not returned in good condition," (#5 and #6 page 2).</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:	Patti Gallagher Business Office Manager
Bureau Compliance Analyst Name:	Laura Cheah
Bureau Compliance Analyst Signature:	

NOTICE TO COMPLY DECLARATION
CU-3005331-052025

Institution Name:	Brownson Technical School	Institution Telephone:	(714) 774-9443
Institution Code:	3005331	Administrator Name:	Patti Gallagher
Street Address:	1110 Technology Circle, Suite D Anaheim, CA 92805	Inspection Date:	May 21, 2025

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