



NOTICE TO COMPLY

CA-3100111-072025

Institution Name:	Hoss Lee Academy	Institution Telephone:	916-726-5577
Institution Code:	3100111	Administrator Name:	Lisa Lee
Street Address:	200 Whyte Avenue, Roseville, CA, 95661	Inspection Date:	August 19 th , 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)(8)(B) in conjunction with CEC § 94920 (b)	Violation Description: On page 13 of the institution's 2025 catalog contains an unenforceable cancellation and refund policy that states " <i>textbooks</i> " and " <i>kit fees</i> " are non-refundable within the cancellation period. Correction: The institution shall update the refund and cancellation policy in its 2025 catalog pursuant to CEC § 94909 (a)(8)(B) in conjunction with 5 CEC § 94920 (b).
2	CEC §94911(e)(1) in conjunction with CEC §94920(b)	Violation Description: On page 1 of the institution's enrollment agreement contains an unenforceable cancellation and refund policy that states " <i>textbooks</i> " and " <i>kit fees</i> " are non-refundable within the cancellation period. Correction: The institution shall update the refund and cancellation policy in its enrollment pursuant to CEC § 94909 (e)(1) in conjunction with 5 CEC § 94920 (b).
3	CEC § 94913(a)(1)	Violation Description: The institutions website fails to maintain the current version of the catalog.

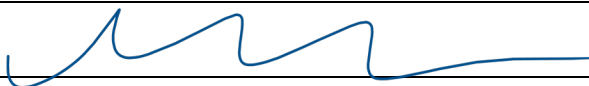
Violation	Code Section Violated	Description of the violation and required correction.
		Correction: Once the institution's catalog has been updated to remedy the violation(s), the institution shall update its website to provide the current/updated school catalog pursuant to CEC § 94913(a)(1).
4	5 CCR § 71720	Violation Description: The institutions faculty documentation for Instructors in an Educational Program Not Leading to a Degree failed to contain the application. Correction: The institution shall update their faculty file pursuant to 5 CCR § 71720.
5	5 CCR § 71920(e)	Violation Description: The institutions official transcripts failed to contain the website. Correction: The institution shall update their transcripts pursuant to 5 CCR § 71920.

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:	Lisa Lee/Owner
Bureau Compliance Analyst Name:	Alexander Vang
Bureau Compliance Analyst Signature:	

NOTICE TO COMPLY DECLARATION

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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