



NOTICE TO COMPLY

CU-18430979-082025

Institution Name:	Colburn School, The	Institution Telephone:	(213) 621 2200
Institution Code:	18430979	Administrator Name:	Nathaniel Zeisler
Street Address:	200 South Grand Avenue, Los Angeles, CA 90012	Inspection Date:	08/20/2025

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	5, CCR § 71810 (b)(9)	<p>Violation Description: The page 153 of the institution's catalog contains a description of the facilities, however failed to contain the type of equipment and materials that will be used for instruction that demonstrates compliance.</p> <p>Correction: The institution's catalog shall contain the above information, pursuant to 5, CCR § 71810 (b)(9).</p>

Violation	Code Section Violated	Description of the violation and required correction.
2	CEC § 94909 (a)(15)	<p>Violation Description: On page 53 of the Institution's catalog the institution inserted the institution's name within the section of the disclosure that requires the "name of the educational program" or if institution offers more than one educational program, "the educational program" may be inserted.</p> <p>Correction: The institution shall update the disclosure on page 53 of the catalog, pursuant to CEC § 94909 (a)(15).</p>
3	CEC § 94909 (a)(8)(B)	<p>Violation Description: Page 134 of the institution's catalog include refund policies however failed to include a description of the procedures that a student is required to follow to cancel the enrollment agreement or withdraw from the institution and obtain a refund consistent with the requirement.</p> <p>Correction: The institution shall update the institution's catalog with the above information, pursuant to CEC § 94909 (a)(8)(B).</p>
4	5, CCR § 71810 (b)(12)	<p>Violation Description: The institution's catalog failed to contain a description of student services.</p> <p>Correction: The institution shall update the institution's catalog with the above information, pursuant to 5, CCR § 71810 (b)(12).</p>

Violation	Code Section Violated	Description of the violation and required correction.
5	CEC § 94909 (a)(3)(D)	<p>Violation Description: The institution catalog failed to include the following disclosure: “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 (www.osar.bppe.ca.gov).”</p> <p>Correction: The institution shall update the catalog to include the Office of Student Assistance and Relief disclosure, pursuant to CEC § 94909 (a)(3)(D).</p>
6	5, CCR § 71800 (e)(2)	<p>Violation Description: The institution’s enrollment agreement failed to mention the registration fee/application fee as a non-refundable charge under the itemization of charges</p> <p>Correction: The institution shall update the enrollment agreement to include the above information, pursuant to 5, CCR § 71800 (e)(2).</p>
7	5, CCR § 76215 (a)	<p>Violation Description: On page 3 of the institution’s enrollment agreement, the institution failed to update the specific required language related to the Student Tuition Recovery Fund (STRF).</p> <p>Correction: The institution shall update the enrollment agreement to include the above information pursuant to 5, CCR § 76215 (a).</p>

Violation	Code Section Violated	Description of the violation and required correction.
8	CEC § 94911 (f)	<p>Violation Description: Page 6 of the institution's enrollment agreement failed to include complete statement of the student responsibility when obtaining loan.</p> <p>Correction: The institution shall update the enrollment agreement to include the above information, pursuant to CEC § 94911 (f).</p>
9	CEC § 94913 (a)(1)	<p>Violation Description: The institution's website failed to provide a link to the institution's updated catalog.</p> <p>Correction: The institution shall update the institution's website, pursuant to CEC § 94913 (a)(1).</p>
10	CEC § 94913 (a)(4)	<p>Violation Description: The institution's website failed to provide a link to the Bureau's website.</p> <p>Correction: The institution shall update the institution's website, pursuant to CEC § 94913 (a)(4).</p>
11	CEC § 94913 (5)	<p>Violation Description: The institution's website failed to provide a link to the institution's most recent annual report for year 2023.</p> <p>Correction: The institution shall update the institution's website, pursuant to CEC § 94913 (a)(5).</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:	Nathaniel W. Zeisler/CAO/Provost
Bureau Compliance Analyst Name:	Gurinder Sandhu
Bureau Compliance Analyst Signature:	<i>GSandhu</i>

NOTICE TO COMPLY DECLARATION
CU-18430979-082025

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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