



NOTICE TO COMPLY

CU-96110203-10222025

Institution Name:	Montessori Hills Academy Teacher Certification Program	Institution Telephone:	(619) 421-2249
Institution Code:	96110203	Administrator Name:	Yoliand Valenzuela
Street Address:	612 Paseo Del Rey Chula Vista, CA 91910	Inspection Date:	October 22, 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 § 94913 (a)(1)	Violation Description: The institution's website (https://montessorihillsacademy.com/teacher-certification-program/) contains a catalog with violations identified in this NTC. Correction: Once the institution's catalog has been updated to remedy the violations, the institution shall update its website to provide the current/updated school catalog pursuant to CEC § 94913 (a)(1).
2	CEC § 94913 (a)(5)	Violation Description: The institution's website (https://montessorihillsacademy.com/teacher-certification-program/) failed to have a clear and conspicuous link to the most recent annual report submitted to the bureau. Correction: The institution shall update its website to have a clear, and conspicuous link to their 2023 annual report submitted to the bureau.

Violation	Code Section Violated	Description of the violation and required correction.
3	CEC § 94909 (a)(3)(D)	Violation Description: The institution's 2023-2025 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/." Correction: The institution shall update its catalog to include the above-mentioned statement pursuant to CEC § 94909 (a)(3)(D).
4	CEC § 94897 (s)	Violation Description: Page 30 of the institution's 2023-2025 catalog contains an unenforceable policy regarding academic transcripts being withheld until all tuition and other fees due are paid. CA Civ Code § 1788.93. <i>Notwithstanding any provision of law, a school shall not do any of the following:</i> <i>(a) Refuse to provide a transcript for a current or former student on the grounds that the student owes a debt.</i> <i>(b) Condition the provision of a transcript on the payment of a debt, other than a fee charged to provide the transcript.</i> <i>(c) Charge a higher fee for obtaining a transcript, or provide less favorable treatment of a transcript request because a student owes a debt.</i> <i>(d) Use transcript issuance as a tool for debt collection.</i> Correction: The institution shall remove the non-compliant statement from its enrollment agreement. The catalog must demonstrate compliance with CEC § 94897 (s).

Violation	Code Section Violated	Description of the violation and required correction.
5	CEC §94909 (a)(14)	Violation Description: The institution's 2023-2025 catalog failed to identify the student's obligation to the Student Tuition Recovery Fund (\$0.00 as of April 1st, 2024) as a nonrefundable charge. Correction: The institution shall update its catalog to contain the student's obligation to the Student Tuition Recovery Fund, clearly identified as a nonrefundable charge.
6	CEC § 94909 (a)(8)(B) in conjunction with CEC §94920 (b)	Violation Description: The institution's 2023-2025 catalog contains cancellation and refund policies that fail to comply with the Bureau's minimum requirements. On page 29, "Deposit to be paid upon enrollment" consisting of: "Preliminary course", "AMS membership", "MACTE endorsement", and "Manuals corrections". On page 31, "No refunds are made on enrollment payments." The cancellation policy includes the first day of instruction, or the 7th day after signing the enrollment agreement, whichever is later. If students sign the enrollment agreement on the course start date, they have the right to cancel within 7 days. The Bureau's cancellation and refund policy also states that the institution can only withhold a "<u>reasonable deposit or application fee</u>" not to exceed two hundred fifty dollars. Correction: The institution shall update its catalog to specify the institution will NOT withhold institutional charges exceeding \$250 if cancellation is made through the 1st class session or the 7th day after enrollment, whichever is later.

Violation	Code Section Violated	Description of the violation and required correction.
7	CEC § 94897 (l)	Violation Description: On page 8 and 24 of the institution's 2023-2026 catalog claims <i>"For its operation, the Institute is also accredited and approved by the State of California BPPE since August 2014..."</i> and <i>"Montessori Hills Academy Teacher Certification Program is approved to operate post-secondary education by the BPPE of California."</i> but fails to clarify that approval to operate means compliance with state standards as set forth in the CEC and 5, CCR. Correction: The institution shall update its catalog to contain the above-mentioned statement with the clarification or remove the non-compliant statements altogether.
8	CEC § 94911 (e)(2) in conjunction with CEC § 94920 (b)	Violation Description: On page 2 and 7 of the institution's enrollment agreement contains an unenforceable cancellation and refund policy that states <i>"\$810 registration fee", "AMS membership", and "MACTE endorsement"</i> are non-refundable. Correction: The institution shall update the refund and cancellation policy in its enrollment agreement. The policy must demonstrate compliance with CEC § 94911 (e)(2) in conjunction with CEC § 94920 (b) by clarifying the institution will NOT withhold institutional charges exceeding \$250 if cancellation is made through the 1st class session or the 7th day after enrollment, whichever is later.

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:	Yoliand Valenzuela, Owner
Bureau Compliance Analyst Name:	Beverly Tjokrosoeharto
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