



NOTICE TO COMPLY
 CU-1908391-120325

Institution Name:	American Career College	Institution Telephone:	(323) 668-7555
Institution Code:	1908391	Administrator Name:	Tim Berg/Mayra Arzate
Street Address:	4021 Rosewood Ave, Los Angeles, CA 90004	Inspection Date:	12/03/2025

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)	<p>Violation Description: Page 84 of the institution’s catalog failed to include cancellation/withdrawal statement consistent with the bureau’s requirements which is “the student has the right to cancel and obtain refund of charges paid through attendance at the first-class session, or the seventh day after enrollment, whichever is later”.</p> <p>Correction: The institution shall update the institution’s catalog with the above information, pursuant to CEC § 94909 (a)(8)(B).</p>
2	5, CCR § 71810 (b)(14)	<p>Violation Description: Page 31 of the institution’s catalog contain the link to the grievance policy however failed to include the grievance policy and procedure in the catalog.</p> <p>Correction: The institution shall update the institution’s catalog with the above information, pursuant to 5, CCR § 71810 (b)(14).</p>

Violation	Code Section Violated	Description of the violation and required correction.
3	5, CCR §71810 (b)(11)	<p>Violation Description: The institution’s catalog failed to include the required disclosure regarding the distance learning information.</p> <p>Correction: The institution shall update the catalog to include the required disclosure regarding the distance education information pursuant to pursuant to 5, CCR §71810 (b)(11).</p>
4	CEC § 94911 (e)(1)	<p>Violation Description: Page 3 of the enrollment agreement failed to include cancellation/withdrawal statement consistent with the bureau’s requirements. which is “the student has the right to cancel and obtain refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later”.</p> <p>Correction: The institution shall update the enrollment agreement to include the above information, pursuant to CEC § 94911 (e)(1).</p>
5	5, CCR § 71716 (a)	<p>Violation Description: The institution’s enrollment agreement failed to include the distance education disclosures.</p> <p>Correction: The institution shall update the enrollment agreement to include distance education disclosures pursuant to 5, CCR § 71716 (a).</p>
6	5, CCR § 71716 (b)	<p>Violation Description: The institution’s enrollment agreement failed to include the distance education disclosure.</p> <p>Correction: The institution shall update the enrollment agreement to include distance education disclosure pursuant to 5, CCR § 71716 (b).</p>
7	5, CCR § 71716 (c)(2)	<p>Violation Description: The institution’s enrollment agreement failed to include the distance education disclosure.</p> <p>Correction: The institution shall update the enrollment agreement pursuant to pursuant to 5, CCR § 71716 (c)(2).</p>

Violation	Code Section Violated	Description of the violation and required correction.
8	CEC § 94913 (a)(1)	<p>Violation Description: The institution's website failed to provide a link to the institution's current catalog.</p> <p>Correction: The institution shall update the institution's website, pursuant to CEC § 94913 (a)(1).</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:	Tim Berg/Mayra Arzate/Director of Compliance
Bureau Compliance Analyst Name:	Gurinder Sandhu
Bureau Compliance Analyst Signature:	<i>G Sandhu</i>

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