



NOTICE TO COMPLY
 CA-81701567-032626

Institution Name:	Empire Trucking School	Institution Telephone:	(562) 325-4668
Institution Code:	81701567	Administrator Name:	Frank Velasco
Street Address:	11479 S. East End Avenue, Ontario, CA, 91710	Inspection Date:	3/26/26

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)(4)(B)	<p>Violation Description: The institution’s 2026 failed to contain whether English language services, including instruction such as ESL, are provided and, if so, the nature of the service and its cost.</p> <p>Correction: The institution shall update its 2026 catalog to include whether English language services, including instruction such as ESL, are provided and, if so, the nature of the service and its cost pursuant to 5 CCR § 71810 (b)(4)(B).</p>
2	CEC § 94909 (a)(9)	<p>Violation Description: The institution’s 2026 failed to contain an estimated schedule of total charges for the entire educational program.</p> <p>Correction: The institution shall update its 2026 catalog to include the above-mentioned estimated schedule of total charges pursuant to CEC § 94909 (a)(9).</p>

Violation	Code Section Violated	Description of the violation and required correction.
3	CEC § 94909 (a)(9) in conjunction with CEC § 94920 (b)	<p>Violation Description: Page seven of the institution’s 2026 catalog contains an unenforceable policy specifying the “books & supplies” within the schedule of total charges as potential nonrefundable items. The policy is not compliant with CEC § 94920 (b), as 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), must be refunded.</p> <p>Correction: The institution shall update its 2026 catalog to mark “books & supplies” as nonrefundable after the cancellation period pursuant to CEC § 94909 (a)(9) in conjunction with CEC § 94920 (b).</p>
4	CEC § 94909 (a)(8)(B) in conjunction with CEC § 94920 (b)	<p>Violation Description: Pages 22 and 23 of the institution’s 2026 catalog contains an unenforceable policy specifying the condition and return of equipment within a certain timeframe and specific condition within the cancellation period as potential nonrefundable items. The policy is not compliant with CEC § 94920 (b), as 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), must be refunded.</p> <p>Correction: The institution shall update its 2025 catalog to include the above-mentioned policies pursuant to CEC § 94909 (a)(8)(B) in conjunction with CEC § 94920 (b).</p>
5	5 CCR § 71800 (e) in conjunction with CEC § 94920 (b)	<p>Violation Description: Page two of the institution’s enrollment agreement contains unenforceable statements regarding non-refundable items. It is implied that the items listed in the itemized list of chares are non-refundable within the cancellation period. According to CEC § 94920 (b), the law identifies a reasonable deposit or application fee as the only non-refundable items within the cancellation period.</p> <p>Correction: The institution shall update the itemization section in its enrollment agreements pursuant to 5 CCR § 71800 (e) in conjunction with CEC § 94920 (b).</p>

Violation	Code Section Violated	Description of the violation and required correction.
6	CEC § 94911 (e)(2) in conjunction with 5 CCR § 71750 (c)(1)	<p>Violation Description: The pro-rata refund sample on page two of the institution's enrollment agreement, does not comply with 5 CCR § 71750 (c)(1).</p> <p>Correction: The institution shall update the pro-rata refund sample on page 2 of the institution's enrollment agreement pursuant to CEC § 94911 (e)(2) in conjunction with 5 CCR § 71750 (c)(1).</p>
7	CEC § 94911 (i)(2)	<p>Violation Description: Although the institution's enrollment agreement includes the specific required statements and a line for the student to initial, the statement is not immediately following the statement required by paragraph (1).</p> <p>Correction: The institution shall update its enrolment agreement, to include the statement immediately following the statement required by paragraph (1), pursuant to CEC § 94911 (i)(2).</p>
8	CEC § 94913 (a)(1)	<p>Violation Description: The homepage of the institution's website failed to post the most current catalog.</p> <p>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).</p>
9	CEC § 94913 (a)(2)	<p>Violation Description: The institution failed to post on its website clear and conspicuous links to the school's 2023/2024 School Performance Fact Sheets for all programs offered by the school.</p> <p>Correction: The institution shall update its website to include a clear and conspicuous link to the school's 2023/2024 School Performance Fact Sheets for all programs offered by the school pursuant to CEC § 94913 (a)(2).</p>

Violation	Code Section Violated	Description of the violation and required correction.
10	CEC § 94913 (a)(4)	<p>Violation Description: The homepage of the institution's website failed to contain a link to the bureau's Internet Web Site.</p> <p>Correction: The institution shall update its website to include a link to the bureau's Internet Web Site pursuant to CEC § 94913 (a)(4).</p>
11	5 CCR § 71730 (b)	<p>Violation Description: The institution's policies and procedures failed to maintain the duties, responsibilities, and performance evaluation criteria for the Chief Academic Officer set forth in a personnel manual or other writing maintained by the institution.</p> <p>Correction: The institution shall update its policies and procedures to include the above-mentioned policy, pursuant to 5 CCR § 71730 (b).</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:	Frank Velasco, Owner
Bureau Compliance Analyst Name:	Alec Taub
Bureau Compliance Analyst Signature:	<i>Alec Taub</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