



## NOTICE TO COMPLY

CU-84613594-051626

Institution Name:	Medtek College Hayward	Institution Telephone:	(510) 432-0366
Institution Code:	84613594	Administrator Name:	Maricel Nguyen
Street Address:	3524 Breakwater Avenue, Suite E, Hayward, CA 94545	Inspection Date:	5/16/26

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](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 § 71730 (b)	<p><b>Violation Description:</b> 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><b>Correction:</b> The institution shall update its policies and procedures to include the above-mentioned policy, pursuant to 5 CCR § 71730 (b).</p>
2	CEC § 94913 (a)(3)	<p><b>Violation Description:</b> The institution’s website fails to provide a copy of student brochures offered by the institution.</p> <p><b>Correction:</b> The institution shall update the website to include a link or image(s) of student brochures provided by the institution pursuant to CEC § 94913 (a)(3).</p>

Violation	Code Section Violated	Description of the violation and required correction.
3	5 CCR §71800 (d)	<p><b>Violation Description:</b> The institution's enrollment agreement failed to contain the date by which the student must exercise his or her right to cancel or withdraw,</p> <p><b>Correction:</b> The institution shall update its enrollment agreement to include the above-mentioned date, pursuant to 5 CCR §71800 (d).</p>
4	5 CCR § 71760	<p><b>Violation Description:</b> The institution failed to develop and maintain adequate procedures used by the institution to assure that it is maintained and operated in compliance with the Act and this Division.</p> <p><b>Correction:</b> The institution shall update its policies and procedures to include the above-mentioned self-monitoring policy pursuant to 5 CCR § 71760.</p>
5	5 CCR § 76140 (a)	<p><b>Violation Description:</b> The institution's 2025 4<sup>th</sup> and 2026 1<sup>st</sup> Quarter STRF supporting documentation failed to contain record of the student's (4) Local or mailing address, and the (7) Date enrollment agreement signed.</p> <p><b>Correction:</b> The institution shall update the institution's 2025 4<sup>th</sup> and 2026 1<sup>st</sup> Quarter STRF supporting documentation, pursuant 5 CCR § 76140 (a).</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	Maricel Nguyen, CAO/Owner
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Name & Title:	
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.

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Signature

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Date

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Print Name and Title