



NOTICE TO COMPLY

CA-1906311-07012026

Institution Name:	Santa Monica Montessori Institute	Institution Telephone:	(310) 633-3333
Street Address:	1909 Colorado Avenue Santa Monica, CA 90404	Administrator Name:	Pamela J. Crisman
Institution Code:	1906311	School Code:	1906311
Inspection Date:	7/1/2026		

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)(1-5)	Violation Description: The institution's website failed to contain a link to the institution's current catalog, school performance fact sheets, brochures, link to the bureau's website, and the institution's most recent annual report submitted to the bureau. Correction: The institution shall update its school's website to include current links pursuant to CEC § 94913 (a)(1-5)
2	CEC § 94911 (c)	Violation Description: The institution's enrollment agreement failed to include the students signature on the same page as the list of charges. The enrollment agreement includes an initial line. Correction: The institution shall provide an updated enrollment agreement that is compliant with CEC § 94911 (c).

Violation	Code Section Violated	Description of the violation and required correction.
3	5CCR § 76215 (a)	Violation Description: The institution's enrollment agreement included STRF language no longer part of the regulations. (pg. 4) Correction: The institution shall remove the language that is no longer part of the regulations and provide an updated enrollment agreement that is compliant with 5CCR § 76215 (a).
4	CEC § 94916	Violation Description: The institution's enrollment agreement failed to include the following disclosure "NOTICE" "YOU MAY ASSERT AGAINST THE HOLDER OF THE PROMISSORY NOTE YOU SIGNED IN ORDER TO FINANCE THE COST OF THE EDUCATIONAL PROGRAM ALL OF THE CLAIMS AND DEFENSES THAT YOU COULD ASSERT AGAINST THIS INSTITUTION, UP TO THE AMOUNT YOU HAVE ALREADY PAID UNDER THE PROMISSORY NOTE." Correction: The institution shall provide an updated enrollment agreement that is compliant with CEC § 94916.
5	5CCR § 76215 (a)(b)	Violation Description: The institution's catalog included STRF language no longer part of the regulations. (pg. 13) Correction: The institution shall remove the language that is no longer part of the regulations and provide an updated catalog that is compliant with 5CCR § 76215 (a)(b).
6	CEC § 94920 (d)	Violation Description: The institution's catalog included a refund policy that does not include a pro rata refund calculation. (pg 9) The correct policy is on page 5. Correction: The institution shall provide an updated catalog that is compliant with CEC § 94920 (d).

Violation	Code Section Violated	Description of the violation and required correction.
7	5CCR § 71810 (b)(15)	Violation Description: The institution's catalog failed to include a statement indicating that student transcripts would be retained permanently. (pg 12) Correction: The institution shall provide an updated catalog that is compliant with 5CCR § 71810 (b)(15).

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:	Pamela J. Crisman, President
Bureau Compliance Analyst Name:	Michelle Loo
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