



NOTICE TO COMPLY

CU- 1941731-081926

Institution Name:	Kingston University	Institution Telephone:	(626) 229-9929
Street Address:	3871 E. Colorado Blvd, Pasadena, CA 91107	Administrator Name:	Rosalia Hsieh
Institution Code:	1941731	School Code:	1941731
Inspection Date:	August 19 th , 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 § 94909 (a)(8)(B) in conjunction with CEC § 94920 (b)	Violation Description: On page 25 of the institution's 2026-2027 catalog contains a list of fees that are non-refundable during the cancellation period. Page 27 of the 2026-2027 catalog also contains an unenforceable cancellation and refund policy that states " <i>equipment not timely returned in good condition</i> " is non-refundable within the cancellation period Correction: The institution shall update the refund and cancellation policy in its 2026-2027 catalog pursuant to CEC § 94909 (a)(8)(B) in conjunction with 5 CEC § 94920 (b).
2	CEC § 94919 (c) and 5 CCR § 71751 (a)(3)(A)	Violation Description: The institution's 2026-2027 catalog on page 27 contains the incorrect pro-rata refund calculation. Correction: The institution shall update the 2025-2026 catalog with the correct pro-rata refund calculation

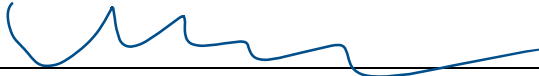
Violation	Code Section Violated	Description of the violation and required correction.
		pursuant to CEC § 94919 (c) and 5 CCR § 71751 (a)(3)(A).
3	CEC §94911(e)(1) in conjunction with CEC §94920(b)	Violation Description: On page 3 of the institution's enrollment agreement template contains an unenforceable cancellation and refund policy that states "<i>equipment not returned in good condition</i>" is non-refundable within the cancellation period. Correction: The institution shall update the refund and cancellation policy in its enrollment pursuant to CEC § 94909 (e)(1) in conjunction with 5 CEC § 94920 (b).
4	CEC § 94913 (a)(1)	Violation Description: The institution's website contains a catalog with violations identified in this NTC. Correction: Once the institution's current catalog has been updated to remedy the violation(s), the institution shall update its website to provide the current/updated institution catalog pursuant to CEC § 94913(a)(1).

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:	Rosalia Hsieh – Chief Operating Officer
Bureau Compliance Analyst Name:	Alexander Vang
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