



CITATION ORDER

Citation Issued To: QBICS Career College (formerly known as Universal Career College and Universal Career Institute) 1125 East 17 th Street, Suite E-210 Santa Ana, CA 92701 Institution Code: 3014151	Citation Number: 25260207
	Total Fine Amount: \$11,506.00
	Order of Abatement Included: Yes

Elizabeth Elias issues this citation in her official capacity as Deputy Bureau Chief of Enforcement at the Bureau for Private Postsecondary Education, California Department of Consumer Affairs (hereinafter referred to as the "Bureau").

LICENSING HISTORY

1. On or about June 15, 2016, the Bureau renewed an Approval to Operate a Private Postsecondary Institution, Institution Code 3014151, to QBICS Career College (formerly known as Universal Career College and Universal Career Institute), hereinafter referred to as the "Institution." This Approval to Operate expired on or about June 15, 2021, and is pending renewal. An application for renewal of the Institution's Approval to Operate a Private Postsecondary Institution was received on May 20, 2021, and is under review.

DISCIPLINE HISTORY

2. The Institution has the following discipline history:
 - [Modified Citation No. 1415087, issued on September 15, 2015](#)
 - Evidence of compliance; citation satisfied September 21, 2015
 - [Statement of Issues, filed March 28, 2016](#)
 - [Notice of Withdrawal of Statement of Issues, filed May 26, 2016](#)
 - [Citation No. 1819189, issued on May 3, 2019](#)
 - Evidence of compliance; citation satisfied August 9, 2019
 - [Citation No. 1920089, issued on September 19, 2019](#)
 - Evidence of compliance; citation satisfied October 16, 2019

- [Decision and Order, December 3, 2019](#)

CITATION JURISDICTION

3. This administrative citation is issued to the Institution pursuant to California Education Code (CEC) section 94936; and Title 5 of the California Code of Regulations (5 CCR) section 75020 et seq. for the violation(s) described below.

CAUSE FOR CITATION & ASSESSMENT OF FINE AND/OR ORDER OF ABATEMENT

4. The Institution is in violation of the following Bureau laws and regulations:

Violation #1:
5 CCR section 76140 – Record-Keeping Requirements and 5 CCR section 71930(e) – Maintenance of Records
Cause for Citation: On or about May 22, 2025, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). As part of the inspection process, Bureau staff requested the Institution's Student Tuition Recovery Fund (STRF) supporting documentation for the 3rd and 4 th quarter reporting periods of 2024, prior to the onsite inspection. The Bureau did not receive a response from the Institution.
During the onsite inspection, the Bureau made a second request for the supporting documentation. The Institution failed to provide the required STRF supporting documents by the end of the inspection and therefore was unable to make the documentation immediately available for inspection.
Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a "Class B" violation. The Institution is issued a fine of \$1,001.00.
Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement: The Bureau orders the Institution to correct the violation by providing an electronic copy of the template used by the Institution to document its STRF substantiating documentation, for the Bureau to verify the Institution is collecting the required data points pursuant to 5 CCR section 76140.

In addition, the Institution must submit a statement of attestation confirming that it has corrected the violation and will ensure that the substantiating data for STRF is maintained in an electronic format and readily available to a Bureau representative upon request per 5 CCR sections 76140 and 71930. The statement of attestation must be dated and signed by an authorized representative of the Institution.

Violation #2:

5 CCR section 74112(m)(2) and (m)(9) – Uniform Data – Annual Report, Performance Fact Sheet, 5 CCR section 71930(e) – Maintenance of Records and CEC section 94929.7(a)(2) – Documentation of Performance Data

Cause for Citation: On or about May 22, 2025, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff requested documentation supporting the data reported on the Institutions 2022/2023 School Performance Fact Sheet (SPFS). Upon review of the SPFS, Bureau staff found that the Institution failed to collect and/or maintain some of the required data points for 2022, pursuant to 5 CCR section 74112, specifically subsections (m)(2) and (m)(9). Furthermore, Bureau staff found that the Institution failed to collect and/or maintain some of the required data points for 2023 pursuant to 5 CCR section 74112, specifically subsection (m)(2).

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a "Class A" violation. The Institution is issued a fine of \$2,501.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to correct the violation by providing an electronic copy of the template used by the Institution to document supporting data for SPFS, for the Bureau to verify the Institution is collecting the required data points pursuant to 5 CCR section 74112.

In addition, the Institution must submit a statement of attestation confirming that it has corrected the violation and will ensure that the supporting data for SPFS is maintained and immediately available during an inspection. The

statement of attestation must be dated and signed by an authorized representative of the Institution.

Violation #3:

5 CCR section 71920(b)(1)(A) - Student Records and 5 CCR section 71930(e) – Maintenance of Records

Cause for Citation: On or about May 22, 2025, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff reviewed six student files and found that all student files reviewed failed to contain a verification of high school diploma or its equivalent establishing the student's ability to do college level work.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a "Class A" violation. The Institution is issued a fine of \$2,501.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to submit a statement of attestation confirming that it will maintain required student records pursuant to 5 CCR sections 71920 and 71930. The statement of attestation must be signed and dated by an authorized representative of the Institution.

Violation #4:

5 CCR section 74112 – Uniform Data -- Annual Report, Performance Fact Sheet

Cause for Citation: On or about May 22, 2025, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). During this inspection, Bureau staff examined six student files. Each of these files included a School Performance Fact Sheet (SPFS); however, the SPFSs were found to be incomplete and did not meet all the requirements outlined in 5 CCR section 74112.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a “Class A” violation. The Institution is issued a fine of \$2,501.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to correct its SFPS and ensure they meet all requirements pursuant to 5 CCR 74112. The Institution must submit a statement of attestation confirming that it has corrected the violation. The statement of attestation must be dated and signed by an authorized representative of the Institution.

Violation #5:

5 CCR section 71920(b)(9) – Student Records and 5 CCR section 71930(e) – Maintenance of Records

Cause for Citation: On or about May 22, 2025, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff reviewed six student files and found that all the student files failed to contain a document showing the total amount of money received from or on behalf of the student and the date or dates on which the money was received.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a “Class B” violation. The Institution is issued a fine of \$1,001.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to submit a statement of attestation confirming that it will maintain required student records pursuant to 5 CCR sections 71920 and 71930. The statement of attestation must be signed and dated by an authorized representative of the Institution.

Violation #6:

5 CCR section 71930(e) – Maintenance of Records

Cause for Citation: On or about May 22, 2025, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff requested nine student files of current, graduated, and withdrawn students. Although the Institution was able to provide current and graduated student files for review, the Institution failed to provide dropped/withdrawn student files for review, despite multiple requests. Therefore, the Institution failed to make required student records immediately available for inspection, as required by law.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a “Class B” violation. The Institution is issued a fine of \$1,001.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to submit a statement of attestation confirming that it will make all required records immediately available for inspection and copying during normal business hours pursuant to 5 CCR section 71930. The statement of attestation must be signed and dated by an authorized representative of the Institution.

Violation #7:

5 CCR section 71720(b)(2) – Faculty, 5 CCR section 71930(e) – Maintenance of Records and CEC section 94900.5(b) – Required Institutional Records

Cause for Citation: On or about May 22, 2025, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff reviewed four faculty files and found that three files failed to contain evidence of completed continuing education courses in his or her subject area, classroom management, or other courses related to teaching.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a “Class C” violation. The Institution is issued a fine of \$1,000.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to ensure all faculty meet requirements pursuant to 5 CCR section 71720(b)(2) and maintains records as required pursuant to 5 CCR section 71930 and CEC section 94900.5. The Institution must submit a statement of attestation confirming that it has corrected the violation and ensured that all faculty records are in compliance with the law. The statement of attestation must be dated and signed by an authorized representative of the Institution.

COMPLIANCE WITH ORDER OF ABATEMENT

5. In accordance with the provisions of CEC section 94936 and 5 CCR section 75020, the Bureau issues the order(s) of abatement described above. Evidence of compliance with the order of abatement must be submitted to the Bureau within 30 days from the date of issuance of this citation. Evidence of compliance with the order of abatement may be sent by mail or email to:
- Mail: Bureau for Private Postsecondary Education
Attn: Discipline Unit – Aspen Grambusch
1747 North Market, Blvd., Suite 225
Sacramento, CA 95834
 - Email: bppe.discipline@dca.ca.gov
 - In the subject line, please include the Institution name and citation number.

COMPLIANCE WITH ASSESSMENT OF FINE

6. In accordance with the provisions of CEC section 94936, and 5 CCR sections 75020 and 75030, the Bureau hereby orders this assessment of fines in the total amount of \$11,506.00 for the violations described above. Payment of the fines must be made to the Bureau within 30 days from the date of service of this citation unless an informal conference or hearing is requested. To assist the Bureau in processing the payment of fines, please submit the enclosed *Payment of Fine – Waiver of Appeal* form.

Payment must be sent to the Bureau by mail at:

- Bureau for Private Postsecondary Education

Attn: Discipline Unit – Aspen Grambusch
1747 North Market, Blvd., Suite 225
Sacramento, CA 95834

NOTICE OF APPEAL RIGHTS

7. You have the right to contest this citation through an informal conference with the Bureau pursuant to 5 CCR section 75020 and/or through an administrative hearing in accordance with Chapter 5 (Commencing with section 11500) of Part 1 of Division 3 of Title 2 of the Government Code.

If you wish to contest this citation, the Bureau must receive a written request within 30 days from the date of issuance of this citation asking for an informal conference and/or administrative hearing or you may also submit the enclosed *Notice of Appeal of Citation – Request for Informal Conference and/or Administrative Hearing* form.

The written request may be sent by email or mail to the addresses below:

- Mail: Bureau for Private Postsecondary Education
Attn: Discipline Unit – Aspen Grambusch
1747 North Market, Blvd., Suite 225
Sacramento, CA 95834
- Email: bppe.discipline@dca.ca.gov
 - In the subject line, please include the Institution name and citation number.

Failure to submit a written request for an informal conference and/or administrative hearing within 30 days from the date of issuance of this citation will forfeit your ability to appeal the citation.

If a hearing is requested, you are not required to comply with this citation until a final order is entered against you.

COMPLIANCE WITH FINE AND/OR ORDER OR ABATEMENT DISCLOSURE

8. Pursuant to BPC section 125.9 and 5 CCR section 75050, payment of fine and/or compliance with any order of abatement does not constitute an admission of the violation charged and shall be represented as satisfactory resolution of the matter for the purposes of public disclosure.

Citation Number: 25260207
Institution: QBICS Career College
Institution Code: 3014151

Pursuant to 5 CCR section 75050, failure to comply with this citation order, its order of abatement, and/or administrative fine by the required due date is grounds for denial or discipline of an approval to operate. Where a citation is not contested and fine is not paid, the full amount of the assessed fine shall be added to the fee for renewal of the approval to operate. An approval to operate shall not be renewed without payment of the renewal fee and fine.

BUREAU CONTACT INFORMATION

9. If you have any questions regarding this Citation, please contact Aspen Grambusch, Citation Analyst by email at Aspen.Grambusch@dca.ca.gov or by phone at (279) 895-6005.

“Original Signature on File”

6/30/2026

Elizabeth Elias
Deputy Bureau Chief of Enforcement

Citation Date of Issuance

Enclosures:

- Notice of Appeal of Citation: Request for Informal Conference and/or Administrative Hearing
- Payment of Fine – Waiver of Appeal
- Declaration of Service by Certified and First-Class Mail