



NOTICE TO COMPLY – CU-5602281-0919 (Ed. Code §94935 & 5, CCR §75010)

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|-------------------|--|------------------------|--------------------|
| Institution Name: | American Empire College, Inc | Institution Telephone: | (626) 872 0136 |
| Institution Code: | <u>5602281</u> | Administrator Name: | <u>Yighua Piao</u> |
| Street Address: | <u>1168 San Gabriel Blvd # Q.R., Rosemead, CA 91770-4236</u> | Date of Inspection: | September 25, 2019 |

Nature and Facts of the Violation(s), Including a Reference to the Statute or Regulation Violated, and Manner in Which the Institution Must Correct the Violation to Achieve Compliance:

| Education Code (CEC) or Regulation (5, CCR) | Subsection, Description, and Required Correction |
|---|--|
| CEC §94899.5(b) | <p>(b) For those programs designed to be four months or longer, an institution shall not require more than one term or four months of advance payment of tuition at a time. When 50 percent of the program has been offered, the institution may require full payment.</p> <p>On page 28 of the school catalog, under “Tuition and Fees” it stats “Tuition is due in full upon enrollment or shortly thereafter, before classes begin”. For those programs designed to be four months or longer, an institution shall not require more than one term or four months of advance payment of tuition at a time.</p> <p>To remedy this violation please revise your tuition and fees policy according to the code section CEC §94899.5(b)</p> |
| 5, CCR §71800(c) CEC §94911(c) | <p>In addition to the requirements of section 94911 of the Code, an institution shall provide to each student an enrollment agreement that contains at the least the following information:</p> <p>(c) Program start date and scheduled completion date.</p> <p>An enrollment agreement shall include, at a minimum, all of the following: (c) In underlined capital letters on the same page of the enrollment agreement in which the student’s signature is required, the total charges for the current period of attendance, the estimated total charges for the entire educational program, and the total charges the student is obligated to pay upon enrollment.</p> <p>The institution failed to include the program scheduled completion date on the institution’s enrollment agreement. The institution also failed to fill in the total charges for the current</p> |

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Inspector’s Initial: *[Signature]*
 Administrator’s Initial: *[Signature]*



period of attendance, the estimated total charges for the entire educational program, and the total charges the student is obligated to pay upon enrollment.

To remedy this violation the school shall provide to the bureau the policy and procedure that ensure that the enrollment agreement will include the program scheduled completion date and required tuition charges upon enrollment.

The institution shall submit policy and procedure with the last page of this document by the due date.

Only minor violations are listed on a Notice to Comply.

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| Inspector's Name | Gurinder Sandhu |
| Inspector's Signature | |
| Institution Administrator Name/Title: | Yighua Piao |
| Institution Administrator's Signature: | |

Education Code can be located at: http://www.bppe.ca.gov/lawsregs/ppe_act.shtml
 Code of Regulations can be located at: <http://www.bppe.ca.gov/lawsregs/regs.shtml>

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Inspector's Initial:

Administrator's Initial:



RETURN THIS FORM WITHIN THE SPECIFIED TIME FRAME WITH EITHER: 1) VERIFICATION OF COMPLIANCE OR 2) A NOTICE OF DISAGREEMENT

IMPORTANT COMPLIANCE NOTICE

California Education Code §94935 and California Code of Regulations §75010 provide that the Bureau for Private Postsecondary Education (Bureau) shall issue a Notice to Comply for minor violations detected during a compliance inspection by the Bureau.

By no later than 30 days from the date of the inspection, you must either: 1) Remedy the noncompliance item(s), sign the below declaration and submit this form to the Bureau, along with documentation describing how compliance was achieved; or 2) File with the Bureau a written notice of disagreement, specifying the minor violation(s) described in the Notice to Comply with which you disagree, 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.

Failure to timely remedy the noncompliance item(s) or file a written request for an informal office conference may result in the Bureau taking administrative enforcement action.

DECLARATION

Attached to this document is a list describing how compliance was achieved for each violation and supporting documentation. I declare under penalty of perjury that all violations identified in this Notice to Comply are corrected as described in the attachment.

Signature

Date

Print Name and Title

THIS DECLARATION OR A NOTICE OF DISAGREEMENT MUST BE SUBMITTED TO THE BUREAU BY October 25, 2019

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Inspector's Initial: *[Handwritten initials]*

Administrator's Initial: *[Handwritten initials]*