



**Bureau for Private Postsecondary Education**  
1747 N. Market Blvd. Ste 225 Sacramento, CA 95834  
P.O. Box 980818, West Sacramento, CA 95798-0818  
P (916) 574-8900 F (916) 263-1897 [www.bppe.ca.gov](http://www.bppe.ca.gov)



## **CITATION: ASSESSMENT OF FINE AND ORDER OF ABATEMENT**

To: Contractors Career Centers, Inc., Owner  
Contractors Career Centers, Inc., dba Contractors State License Schools  
6228 Sepulveda Blvd.  
Van Nuys, CA 91411

**INSTITUTION CODE: 31609300**

**CITATION NUMBER: 2021138**

**CITATION ISSUANCE/SERVICE DATE: November 5, 2020**

**DUE DATE: December 5, 2020**

**FINE AMOUNT: \$ 25,000.00**

**ORDER OF ABATEMENT INCLUDED: Yes**

Christina Villanueva issues this Citation: Assessment of Fine and Order of Abatement (Citation) in her official capacity as Discipline Manager for the Bureau for Private Postsecondary Education (Bureau) of the California Department of Consumer Affairs.

### CITATION

A Citation is hereby issued to Contractors Career Centers, Inc., Owner, Owner of Contractors Career Centers, Inc., dba Contractors State License School (Institution) located at 6228 Sepulveda Blvd., Van Nuys, CA 91411 pursuant to Business and Professions Code section 125.9 and 149; California Education Code (CEC) section 94944; and Title 5 of the California Code of Regulations (5, CCR) section 75020 for the violation(s) described below.

### BACKGROUND

On January 3, 2019, the Bureau approved the Institution's Application for Verification of Exempt Status pursuant to CEC section 94874 (f). Section 94874 (f), states, in pertinent part: "*An institution that does not award degrees and that solely provides educational programs for total charges of two thousand five hundred dollars (\$2,500) or less when no part of the total charges is paid from state or federal student financial aid programs...*"

On January 31, 2020, the Bureau received a complaint alleging that the Institution was operating without Bureau approval. The Institution charges additional fees to course fees, such as Administrative Fees, State Board Application Fees, Spanish Materials Add-On, and Bilingual LBO Add-On.

Bureau staff reviewed claims that contained invoices in addition to Enrollment Agreements that confirm that the Institution offers educational programs for total charges that exceed \$2,500.00.

Therefore, the Institution is operating outside the parameters of the exemption in CEC section 94874(f), and thus was not an exempt institution and is operating without Bureau approval.

VIOLATION(S)

#	Below you will find the California Education Code (CEC) and/or Title 5 of the California Code of Regulations (5, CCR code) section(s) of law you are charged with violating.
1.	<p><b><u>Violation:</u></b> <b>CEC Section 94886. Approval to Operate Required</b> <i>“Except as exempted in Article 4 (commencing with Section 94874) or in compliance with the transition provisions in Article 2 (commencing with Section 94802), a person shall not open, conduct, or do business as a private postsecondary educational institution in this state without obtaining an approval to operate under this chapter.”</i></p> <p><b>CEC Section 94817.5. Approved to Operate or Approved</b> <i>“‘Approved to operate’ or ‘approved’ means that an institution has received authorization pursuant to this chapter to offer to the public and to provide postsecondary educational programs.”</i></p> <p><b>CEC Section 94868. To Offer to the Public</b> <i>“‘To offer to the public’ means to advertise, publicize, solicit, or recruit.”</i></p> <p><b>CEC Section 94869. To Operate</b> <i>“‘To operate’ means to establish, keep, or maintain any facility or location in this state where, or from which, or through which, postsecondary educational programs are provided.”</i></p> <p>On June 23, 2020, Bureau staff notified Institution staff via email that the Institution is operating outside the parameters of their exemption and is required to cease operations until an Approval to Operate by the Bureau is obtained.</p> <p>On July 6, 2020, Bureau staff received a letter from the Institution’s attorney which claimed that the Institution was in compliance with the Bureau’s exemption requirements, and provided a copy of the courses the Institution offers and related fees that may be paid to other entities by students.</p> <p>Bureau staff reviewed the fee schedule and found that the fees and classes listed did not match what was in the Institution’s catalog.</p> <p>On July 28, 2020, Bureau staff reviewed the list of courses and fees provided by the Institution’s attorney and found that four courses exceeded \$2,500.00 in total charges:</p> <ul style="list-style-type: none"><li>• VIP Combination Inspector B5 - \$2,500.00<ul style="list-style-type: none"><li>○ Additional State Licensing/Exam Fees - \$438.00</li></ul></li><li>• VIP Construction Safety Program - \$2,475.00<ul style="list-style-type: none"><li>○ Additional State Licensing/Exam Fees - \$830.00</li></ul></li><li>• VIP Contractor Program - \$2,450.00<ul style="list-style-type: none"><li>○ Additional State Licensing/Exam Fees - \$830.00</li></ul></li><li>• VIP Home/Residential Inspector Program - \$2,465.00<ul style="list-style-type: none"><li>○ Additional State Licensing/Exam Fees - \$219.00</li></ul></li></ul> <p>Bureau staff determined that the Institution offers programs that exceed \$2,500.00 in total charges, which is in violation of the Institution’s exemption parameters and is therefore operating unapproved.</p>

**Order of Abatement:**

The Bureau orders that the Institution cease to operate as a private postsecondary educational institution, unless the Institution qualifies for an exemption under CEC section 94874. The Institution must discontinue recruiting or enrolling students and cease all instructional services and advertising in any form or type of media, including www.contractorexamschools.com, and any other websites not identified here that are associated with the Institution, until such time as an approval to operate is obtained from the Bureau. The Institution must disconnect all telephone service numbers including, but not limited to, (818) 373-5509, that are associated with the Institution until such time as an approval to operate is obtained from the Bureau. To comply with the Order of Abatement the Institution must submit a school closure plan to the Bureau pursuant to California Education Code section 94926. The Institution must provide a roster of each student currently enrolled at the Institution. The roster must include the names of the students, their contact information (including phone number, email address, and physical address), the programs in which they are enrolled, the amount paid for the programs.

**Assessment of Fine**

The fine for this violation is \$25,000.00

**TOTAL ADMINISTRATIVE FINE DUE: \$25,000.00**

ASSESSMENT OF A FINE

In accordance with CEC section 94944; and 5, CCR section 75020(b), the Bureau hereby orders this assessment of a fine in the amount of **\$25,000.00** for the violations described above. **Payment must be made, to the Bureau, within 30 days from the date of service of the Citation.**

COMPLIANCE WITH ORDER OF ABATEMENT

In accordance with the provisions of 5, CCR section 75020 (b) the Bureau hereby issues the order(s) of abatement described above. In accordance with Business and Professions Code Section 149, the Bureau may disconnect any telephone service numbers used by an unapproved Institution. **Evidence of compliance with the order(s) of abatement must be submitted, to the Bureau, within 30 days from the date of service of the Citation.**

APPEAL OF CITATION

You have the right to contest this Citation through an informal conference with the Bureau; 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, you must submit the 'Notice of Appeal of Citation – Request for Informal Conference and/or Administrative Hearing' form (enclosed) within 30 days from the date of service of the Citation. *If you do not request an informal conference and/or an administrative hearing within 30 days from the service of the Citation, you will not be able to request one at a later time.*

Unless a written request for an informal conference and/or an administrative hearing is signed by you and delivered to the Bureau by **December 5, 2020**, you will be deemed to have waived or forfeited your right to appeal this matter.

EFFECTIVE DATE OF CITATION

If you do not request an informal conference and/or an administrative hearing, this Citation shall become effective on **November 5, 2020**. Payment of the administrative fine and evidence of compliance with the order(s) of abatement shall be due by **December 5, 2020**. Your payment of the administrative fine shall not constitute an admission of the violation(s) charged.

If a hearing is requested, you will not be required to comply with this Citation until 30 days after a final order is entered against you.

**Payment of the administrative fine and/or written request for appeal must be mailed to:**

Nicole Mitchell, Discipline Citation Program  
Bureau for Private Postsecondary Education  
1747 N. Market Blvd., Suite 225  
Sacramento, CA 95834

Failure for an applicant or institution to abate the violation(s) listed above or to pay the administrative fine within the time allowed may result in denial of an application for an approval or renewal to operate; disciplinary action, and/or collection action. The Bureau will promptly take all appropriate action to enforce this Citation and recover the civil penalties prescribed therein or found to be due after a hearing.

CONTACT INFORMATION

If you have any questions regarding this Citation, or desire further information, please contact Nicole Mitchell, Citation Analyst, at (916) 574-8995 or [Nicole.Mitchell@dca.ca.gov](mailto:Nicole.Mitchell@dca.ca.gov).

“Original Signature on File”

“11/5/2020”

\_\_\_\_\_  
**Christina Villanueva**  
**Discipline Manager**

\_\_\_\_\_  
**Date**

Enclosures

- Applicable Laws Violated
- Statement of Rights: Appeal Process Information Sheet
- 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