



**Bureau for Private Postsecondary Education**  
 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833  
 P.O. Box 980818, West Sacramento, CA 95798-0818  
 P (916) 431-6959 F (916) 263-1897 www.bppe.ca.gov



**NOTICE TO COMPLY - CA-11224053-0516 (Ed. Code § 94935, 5 CCR § 75010)**

Institution Name:	Coastal Trucking Institute, LLC	Institution Telephone:	831-751-9533
Institution Code:	11224053	Administrator Name:	Maria G. Chavez-Bello
Street Address:	11 West Laurel Drive, Suite 231 Salinas, CA 93906	Date of Inspection:	May 25, 2016

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	Subsection , Description, and Required Correction
<b>§94897 - Prohibited Business Practices.</b>	<p>(1) Use the terms "approval," "approved," "approval to operate," or "approved to operate" without stating clearly and conspicuously that approval to operate means compliance with state standards as set forth in this chapter. If the bureau has granted an institution approval to operate, the institution may indicate that the institution is "licensed" or "licensed to operate," but may not state or imply either of the following:</p> <p>(1) The institution or its educational programs are endorsed or recommended by the state or by the bureau.</p> <p>(2) The approval to operate indicates that the institution exceeds minimum state standards as set forth in this chapter.</p> <p><b>The institution failed to include the required information.</b></p> <p><i>The institution shall revise "Approved by" section of brochure to include the complete approval statement. Please see an example below:</i></p> <p><i>This institution is a private institution approved to operate by the California Bureau for Private Postsecondary Education. Approval to operate means the institution is compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of the California Code of Regulations.</i></p>

Code of Regulations	Subsection, Description, and Required Correction
<b>§71810 - Catalog.</b>	<p>(b) The catalog shall contain the information prescribed by Section 94909 of the Code and all of the following:</p> <p>(4) Language proficiency information, including:</p> <p>(A) the level of English language proficiency required of students</p>

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 Inspector's Initial: *JP*  
 Administrator's Initial: *MGCB*

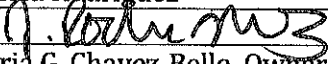
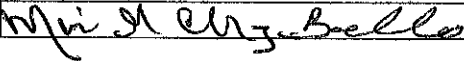
	<p>and the kind of documentation of proficiency, such as the Test of English as a Foreign Language (TOEFL), that will be accepted;</p> <p><b>The institution failed to include the required information.</b></p> <p><i>Institution must submit revised brochure to show the "Admission Requirements" section specifying the English level and kind of documentation of proficiency accepted.</i></p>
<p><b>§71920 – Student Records.</b></p>	<p>(b) In addition to the requirements of section 94900, the file shall contain all of the following pertinent student records:</p> <p>(1) Written records and transcripts of any formal education or training, testing, or experience that are relevant to the student's qualifications for admission to the institution or the institution's award of credit or acceptance of transfer credits including the following:</p> <p>(A) Verification of high school completion or equivalency or other documentation establishing the student's ability to do college level work, such as successful completion of an ability-to-benefit test;</p> <p><b>The institution failed to include the required policies in the brochure.</b></p> <p><i>The institution must submit revised brochure to show the "Admissions Requirements" section providing the institution's verification of high school completion or equivalency or other documentation required for admission. In addition, including the ability-to-benefit test information with the the name of the ability-to-benefit test accepted and the passing score.</i></p>
<p><b>§76130 – Collection and Submission of Assessments.</b></p>	<p>(c) The STRF Assessment Reporting Form shall contain the following information:</p> <p>(1) Total number of students who signed enrollment agreements for educational programs during the reporting period; and</p> <p>(2) Total number of students eligible for STRF who signed enrollment agreements for educational programs during the reporting period; and</p> <p><b>The institution failed to submit the requested information.</b></p> <p><i>Institution must submit records to substantiate the data reported for the 2<sup>nd</sup> and 3<sup>rd</sup> Quarter 2015 STRF Assessment Reporting forms.</i></p>

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Administrator's Initial: *MGBAB*

**Only minor violations are listed on this Notice to Comply.**

Additional material violations have been found? Y /  (Circle one)


If yes, material violations will be forwarded to Enforcement for further review. A Bureau representative will contact the institution with additional guidance.


Inspector's Name	Jessica Rodriguez
Inspector's Signature	
Institution Administrator Name/Title:	Maria G. Chavez-Bello, Owner
Institution Administrator's Signature:	

Education Code can be located at: [http://www.bppe.ca.gov/lawsregs/ppe\\_act.shtml](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 JUNE 27, 2016**

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Inspector's Initial: *JR*

Administrator's Initial: *uo AB*