



Bureau for Private Postsecondary Education
 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833
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NOTICE TO COMPLY – CA 1917471 0113 (Ed. Code § 94935, 5 CCR § 75010)

Institution Name:	Language Systems International College of English (Main)	Institution Telephone:	(626) 284-9852
Institution Code:	1917471	Administrator Name:	Armando Manjarrez,
Street Address:	1635 West Main Street Alhambra, CA 91801	Date of Inspection:	January 25, 2013

Nature and Facts of the Violation(s):

Education Code	Subsection and Description
§94900 - Minimum Requirements for Student Records	(b) (1) Institution shall maintain, for each student, granted a degree or certificate by the institution permanent records. Graduated student folders reviewed did not contain degree/certificate granted and date granted.

Code of Regulations	Subsection and Description
§71770 Minimum Requirements for Admissions	(a)(1) Each student admitted to an undergraduate degree program, or a diploma program, shall possess a high school diploma or its equivalent, or otherwise successfully take and pass the relevant examination as required by section 94904 of the Ed. Code. Current school policy does not require a high school diploma or equivalent or otherwise successfully take and pass the relevant examination.
§71920 Minimum Requirements for Student Records	(b)(1)(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 Student files reviewed did not contain verification of high school completion or equivalency or otherwise successfully take and pass the relevant examination.

Only minor violations are listed on the Notice to Comply.

If this box is checked additional material violations have been found and will be forwarded to Enforcement for further review.

Inspector's Name	Jeanne Matsumoto
Inspector's Signature	<i>Jeanne Matsumoto</i>
Institution Administrator Name/Title:	Armando Manjarrez, CEO, Owner
Institution Administrator's Signature:	<i>A. Manjarrez</i>

Education Code can be located at: <http://www.bppe.ca.gov/lawsregs/ppc/act.shtml>

Notice to Comply – CA 1917471 0113
 Inspector's Initial: *JM*
 Administrator's Initial: *AM*

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

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 02/26/2013

Notice to Comply - CA 1917471 0113

Inspector's Initial: *JM*

Administrator's Initial: *Jay*