



**Bureau for Private Postsecondary Education**  
 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833  
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**NOTICE TO COMPLY** - CU 1920971 0416 (Ed. Code § 94935, 5 CCR § 75010)

Institution Name:	UEI College	Institution Telephone:	424-246-3000
Institution Code:	1920971	Administrator Name:	John Esprio
Street Address:	661 W Redondo Beach Blvd. Gardena, CA 90247	Date of Inspection:	4/7/16

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
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Code of Regulations	Subsection, Description, and Required Correction
§76130 - Collection and Submission of Assessments.	<p>(b) A qualifying institution shall complete the STRF Assessment Reporting Form (Rev. 2/10) and remit it with the STRF assessments collected from students to be received by the Bureau no later than the last day of the month following the close of the quarter as follows:</p> <p>(3) October 31 for the third quarter</p> <p><b>The institution failed to provide the STRF Assessment reporting form for third quarter 2015.</b></p> <p><i>To remedy the violation the institution needs to provide a copy of the STRF Assessment reporting form for 3<sup>rd</sup> quarter 2015.</i></p>
§76140 - Record-Keeping Requirements.	<p>(a) A qualifying institution shall collect and maintain records of student information to substantiate the data reported on the STRF Assessment Reporting Form and records of the students' eligibility under the Fund. Such records shall include the following for each student:</p> <p>(5) Address at the time of enrollment,                      (6) Home address,                      (10) Quarter in which the STRF assessment was remitted to the Bureau,                      (11) Third-party payer identifying information,</p> <p><b>The institution's STRF substantiation form failed to contain the required information noted above. The institution also failed to provide backup data for third quarter 2015.</b></p> <p><i>To remedy the violation the institution needs to provide a corrected STRF substantiation form for 4<sup>th</sup> quarter and documentation for 3<sup>rd</sup> quarter 2015.</i></p>

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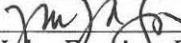

Inspector's Initial: *[Signature]*  
 Administrator's Initial: *[Signature]*

§71920 - Student Records.	<p>(a) The institution shall maintain a file for each student who enrolls in the institution whether or not the student completes the educational service.</p> <p>(b) In addition to the requirements of section 94900, the file shall contain all of the following pertinent student records</p> <p>(10) A document specifying the amount of a refund, including the amount refunded for tuition and the amount for other itemized charges, the method of calculating the refund, the date the refund was made, and the name and address of the person or entity to which the refund was sent.</p> <p><b>The institution's student files failed contain a document specifying the amount of a refund, the method of calculating the refund, the date the refund was made, and the name and address of the person or entity to which the refund was sent.</b></p> <p><i>To remedy the violation the institution needs to provide the bureau with copies of the refund calculations for the three files reviewed at the on-site inspection.</i></p>

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

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

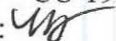
If yes, material violations will be forwarded to Enforcement for further review. A Bureau representative will contact the institution with additional guidance


Inspector's Name	Michelle Loo
Inspector's Signature	
Institution Administrator Name/Title:	John Espino - Regional Vice President of Operations
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 MAY 8, 2016**

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Inspector's Initial: *MS*

Administrator's Initial: *OE*