



Bureau for Private Postsecondary Education
 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833
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NOTICE TO COMPLY - CA 81663071 0316 (Ed. Code § 94935, 5 CCR § 75010)

Institution Name:	International Beauty College	Institution Telephone:	415-931-6333
Institution Code:	81663071	Administrator Name:	Kyin Choiu
Street Address:	1224 Polk St, San Francisco 94109	Date of Inspection:	03/24/2016

Nature and Facts of the Violation(s):


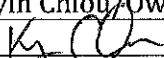
Education Code	Subsection and Description
94902. General Enrollment Requirements	<p>(a) A student shall enroll solely by means of executing an enrollment agreement. The enrollment agreement shall be signed by the student and by an authorized employee of the institution.</p> <p>Several "current" student files sampled did not have a completed and executed Enrollment Agreement. Unsure all files have a complete and executed Enrollment Agreement.</p>

Code of Regulations	Subsection and Description
71770. Admissions Standards and Transferred Credits Policy.	<p>(a) The institution shall establish specific written standards for student admissions for each educational program. These standards shall be related to the particular educational program. An institution shall not admit any student who is obviously unqualified or who does not appear to have a reasonable prospect of completing the program. In addition to any specific standards for an educational program, the admissions standards must specify as applicable that:</p> <p>(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 Code.</p> <p>Several student files sampled did not possess proof of high school diploma, GED, or equivalent. Obtain proof of ability to learn at a postsecondary education level as per the regulation stated above.</p>
71760. Self-Monitoring Procedures	<p>Each institution shall develop and maintain adequate procedures used by the institution to assure that it is maintained and operated in compliance with the Act and this Division.</p> <p>Note: Authority cited: Sections 94803, 94877 and 94885, Education Code. Reference: Sections 94885, 94887 and 94888, Education Code.</p> <p>Institution needs to develop a plan as to how it will maintain</p>


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Inspector's Initial: *CP*
 Administrator's Initial: *KC*

	compliance going forward. Please create a procedure and submit to the Bureau with this notice.

Inspector's Name	Isajah Patterson
Inspector's Signature	
Institution Administrator Name/Title:	Kyin Chiou/Owner
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: KC

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 APRIL 25, 2016

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Inspector's Initial: *OP*

Administrator's Initial: *kc*