



NOTICE TO COMPLY

CU- 61543767 -102025

Institution Name:	Berkeley School of Theology	Institution Telephone:	510-841-1905
Institution Code:	61543767	Administrator Name:	Yvonne Watson
Street Address:	2606 Dwight Way Berkeley Ca 94704	Inspection Date:	10/22/2025

The Bureau for Private Postsecondary Education (Bureau) issues this Notice to Comply pursuant to California Education Code (CEC) section 94935 and Title 5 of the California Code of Regulations (5 CCR) section 75010.

California Private Postsecondary Education Act: https://www.bppe.ca.gov/lawsregs/ppe_act.pdf
Title 5 of the California Code of Regulations: <https://www.bppe.ca.gov/lawsregs/regs.pdf>

Violation	Code Section Violated	Description of the violation and required correction.
1	CEC § 94913(a)(2)&(5)	<p>Violation Description: The institution's website fails to contain clear and conspicuous links for current School Performance Fact Sheet for each educational program offered by the institution and most recent annual report submitted to the bureau.</p> <p>Correction: The institution shall update the website to include all required items pursuant to CEC § 94913(a)(2)&(5).</p>
2	CEC § 94909(a)(2)	<p>Violation Description: The institution's catalog fails to contain a statement that the institution is a private institution, that it is approved to operate by the bureau, and that approval to operate means compliance with state standards as set forth in the CEC and 5, CCR. An institution may not imply that the Bureau endorses programs, or that Bureau approval means the institution exceeds minimum state standards.</p> <p>Correction: The institution shall include in the catalog the required information listed above pursuant to CEC §94909(a)(2)</p>

Violation	Code Section Violated	Description of the violation and required correction.
3	CEC § 94909(a)(12)	<p>Violation Description: The institution's catalog fails to contain a statement specifying whether or not the institution has a pending petition in bankruptcy, is operating as a debtor in possession, has filed a petition within the preceding five years, or has had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code</p> <p>Correction: The institution shall include in the catalog the required information listed above pursuant to CEC §94909(a)(12).</p>
4	CEC § 94909(a)(3)(B)	<p>Violation Description: The institution's catalog fails to contain the required statement below:</p> <p>"As a prospective student, you are encouraged to review this catalog before signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you before signing an enrollment agreement."</p> <p>Correction: The institution shall update the catalog to include the required statement pursuant to CEC § 94909 (a)(3)(B).</p>
5	CEC § 94909(a)(3)(A)	<p>Violation Description: The institution's catalog fails to contain the required statement below:</p> <p>"Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N Market Blvd Ste 225 Sacramento, CA 95834. www.BPPE.ca.gov Phone (888) 370-7589 and fax (916) 263-1897.</p> <p>Correction: The institution shall update the catalog to include the required statement pursuant to CEC § 94909 (a)(3)(A).</p>
6	CEC § 94909(a)(3)(C)	<p>Violation Description: The institution's catalog fails to contain the required statement below:</p> <p>A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling Phone (888) 370-7589 or by completing a complaint form, which can</p>

Violation	Code Section Violated	Description of the violation and required correction.
		<p>be obtained on the bureau's internet website www.BPPE.ca.gov.</p> <p>Correction: The institution shall update the catalog to include the required statement pursuant to CEC § 94909 (a)(3)(C).</p>
7	CEC § 94909(a)(15).	<p>Violation Description: The institution's catalog fails to contain the required statement below:</p> <p>"NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION</p> <p>The transferability of credits you earn at (name of institution) is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the (degree, diploma, or certificate) you earn in (name of educational program) is also at the complete discretion of the institution to which you may seek to transfer. If the (credits or degree, diploma, or certificate) that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending (name of institution) to determine if your (credits or degree, diploma, or certificate) will transfer."</p> <p>Correction: The institution shall update the catalog to include the required statement pursuant to CEC § 94909(a)(15).</p>
8	CEC § 94909(a)(8)(A).	<p>Violation Description: The institution's catalog fails to contain the information regarding a list describing any transfer or articulation agreements between the institution and any other college or university that provides for the transfer of credits earned in the program of instruction. If the institution has not entered into an articulation or transfer agreement with any other college or university, the institution shall disclose that fact.</p> <p>Correction: The institution shall update the catalog to include all required information pursuant to CEC § 94909(a)(8)(A).</p>

Violation	Code Section Violated	Description of the violation and required correction.
9	5CCR § 71810(b)(7)	<p>Violation Description: The institution's catalog fails to contain policies and procedures for the award of credit for prior experiential learning, including assessment policies and procedures, provisions for appeal, and all charges that a student may be required to pay.</p> <p>Correction: The institution shall update the catalog to include the required information pursuant to 5CCR § 71810(b)(7).</p>
10	CEC § 94909(a)(6)	<p>Violation Description: The institution's catalog fails to contain a notice and a list of the requirements for eligibility for licensure, if the educational program is designed to lead to positions in a profession, occupation, trade, or career field requiring licensure in this state.</p> <p>Correction: The institution shall update the catalog to include the required information pursuant to CEC § 94909(a)(6).</p>
11	CEC § 94909(a)(9)	<p>Violation Description: The institution's catalog page 24 fails to contain the schedule of total charges for a period of attendance and an estimated schedule of total charges for the entire educational program.</p> <p>Correction: The institution shall include in the catalog a schedule of total charges for a period of attendance and an estimated schedule of total charges for the entire educational program pursuant to CEC § 94909(a)(9).</p>
12	5 CCR § 76215(a) In conjunction with 94909(a)(14)	<p>Violation Description: The institution's catalog fails to include the correct STRF statement.</p> <p>Correction: The institution shall remove the outdated STRF statement and update the catalog with the correct STRF statements pursuant to 5CCR § 76215 (a) in conjunction with 94909(a)(14).</p>
13	CEC § 94909(a)(8)(B)	<p>Violation Description: The institution's catalog fails to contain the required statement that the student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.</p> <p>Correction: The institution shall update the catalog to include the required statement pursuant to CEC § 94909(a)(8)(B).</p>

Violation	Code Section Violated	Description of the violation and required correction.
14	CEC § 94909(a)(11)	<p>Violation Description: The institution's catalog fails to contain the specific statements regarding the repayment of loans.</p> <p>Correction: The institution shall update the catalog to include the include the specific statements regarding the repayment of loans pursuant to CEC § 94909(a)(11).</p>
15	CEC § 94909(a)(13)	<p>Violation Description: The institution's catalog fails to contain a description of the nature and extent of the placement services, if provided by the institution.</p> <p>Correction: The institution shall update the catalog to include the information for placement services pursuant to CEC § 94909(a)(13).</p>
16	5 CCR § 71810(b)(15) in conjunction with CEC § 94900.5	<p>Violation Description: The institution's catalog fails to contain the required record retention info for institutional records.</p> <p>Correction: The institution shall update the catalog to include the required record retention info for institutional records pursuant to 5 CCR § 71810(b)(15) in conjunction with CEC § 94900.5</p>
17	5 CCR § 74112(d)(3)(A)(i)	<p>Violation Description: The institution's catalog fails to contain the required Standard Occupational Classification codes (SOC).</p> <p>Correction: The institution shall update the catalog to include the required Standard Occupational Classification codes (SOC) pursuant to 5 CCR § 74112(d)(3)(A)(i).</p>
18	CEC § 94897(s)	<p>Violation Description: The institution's catalog pages 30 & 34 contain statements regarding not releasing transcripts until after financial obligations are satisfied. These statements violate California civil code 1788.93 referenced below.</p> <p>CA Civ Code § 1788.93. <i>Notwithstanding any provision of law, a school shall not do any of the following:</i> <i>(a) Refuse to provide a transcript for a current or former student on the grounds that the student owes a debt.</i> <i>(b) Condition the provision of a transcript on the payment of a debt, other than a fee charged to provide the transcript.</i></p>


Violation	Code Section Violated	Description of the violation and required correction.
		<p>(c) Charge a higher fee for obtaining a transcript, or provide less favorable treatment of a transcript request because a student owes a debt.</p> <p>(d) Use transcript issuance as a tool for debt collection.</p> <p>Correction: The institution shall remove the non-compliant statements from the catalog pursuant to CEC § 94897(s).</p>
19	CEC § 94909(a)(3)(D)	<p>Violation Description: The institution's catalog fails to contain the required OSAR statement:</p> <p><i>"The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling (888) 370-7589, option #5 or by visiting osar.bppe.ca.gov"</i></p> <p>Correction: The institution shall update the catalog to include the required OSAR statement pursuant to CEC § 94909 (a)(3)(D).</p>
20	CEC § 94913(a)(1)	<p>Violation Description: The institution's website failed to include the most recently updated catalog.</p> <p>Correction: Once the institution's catalog has been updated to remedy the violation(s), the institution shall update its website to provide the current/updated school catalog pursuant to CEC § 94913(a)(1).</p>

Pursuant to 5 CCR section 75010(d), the Institution may do either of the following:

- (1) Within 30 days from the date of the inspection, sign and return the notice to comply, declaring under penalty of perjury that the violation was corrected and describing how compliance was achieved; or
- (2) Within 30 days from the date of the inspection, file with the Bureau a written notice of disagreement, specifying the minor violations described in the notice to comply with which the person approved to operate the institution disagrees, 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.

Pursuant to CEC section 94935(h), failure to comply with the notice to comply will result in the Bureau taking appropriate administrative enforcement action.

The Notice to Comply was given to the Institution's owner, person in control, chief academic officer, chief executive officer, chief operating officer, institution director, or any person delegated by any of the aforementioned persons to facilitate the inspection or accept such notice as set forth below.

Notice To Comply Given To Name & Title:	
Bureau Compliance Analyst Name:	Robyn Binion
Bureau Compliance Analyst Signature:	

NOTICE TO COMPLY DECLARATION

CU-61543767-102025

Institution Name:	Berkeley School of Theology	Institution Telephone:	510-841-1905
Institution Code:	61543767	Administrator Name:	Yvonne Watson
Street Address:	2606 Dwight Way Berkeley Ca 94704	Inspection Date:	10/22/2025

I declare under penalty of perjury that each violation identified in this Notice to Comply has been corrected and attached with this declaration is evidence to support the correction of each violation identified.

Signature

Date

Print Name and Title