



## NOTICE TO COMPLY

CU-1903571-091725

Institution Name:	Dongguk University Los Angeles	Institution Telephone:	(213) 487-0110
Institution Code:	1903571	Administrator Name:	John Jeon
Street Address:	440 Shatto Place, Los Angeles, CA 90020	Inspection Date:	9/17/25

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](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 § 94909 (a)(3)(D)	<p><b>Violation Description:</b> The institution's 2025-2026 catalog, failed to contain the required verbatim statement: "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 or by visiting <a href="https://www.osar.bppe.ca.gov/">https://www.osar.bppe.ca.gov/</a>."</p> <p><b>Correction:</b> The institution shall update its 2025-2026 catalog, to include the above-mentioned statement pursuant to CEC § 94909 (a)(3)(D).</p>
2	CEC § 94909 (a)(8)(B) in conjunction with CEC § 94920 (d)	<p><b>Violation Description:</b> Page 106 of the institution's 2025-2026 catalog contains an unenforceable pro-rata refund policy that specifies weeks completed, as opposed to hours.</p>

Violation	Code Section Violated	Description of the violation and required correction.
		<b>Correction:</b> The institution shall update the refund and withdrawal policy in its 2025-2026 catalog. The policy must demonstrate compliance with CEC § 94909 (a)(8)(B) and CEC § 94920 (b).
3	CEC § 94909 (a)(8)(B) in conjunction with CEC § 94920 (d)	<p><b>Violation Description:</b> Page 106 of the institution's 2025-2026 catalog contains an unenforceable pro-rata refund policy that specifies that students within the Doctor of Acupuncture with Herbal Medicine are not due a refund if they complete more than 50% of the program. This policy is not consistent with § 94920 (d), as the refund policy for students who have completed 60 percent or less of the period of attendance shall be a pro rata refund.</p> <p><b>Correction:</b> The institution shall update the refund and withdrawal policy in its 2025-2026 catalog. The policy must demonstrate compliance with CEC § 94909 (a)(8)(B) and CEC § 94920 (d).</p>
4	5 CCR § 71810 (b)(13)(B)	<p><b>Violation Description:</b> The institution's 2025-2026 catalog failed to contain the availability of housing located reasonably near the institution's facilities and an estimation of the approximate cost or range of cost of the housing.</p> <p><b>Correction:</b> The institution shall update its 2025-2026 catalog to include the above-mentioned disclosure, pursuant to 5 CCR § 71810 (b)(13)(B).</p>
5	5 CCR § 71810 (b)(13)(C)	<p><b>Violation Description:</b> The institution's 2025-2026 catalog failed to contain that if the institution has no responsibility to find or assist a student in finding housing, a clear and conspicuous statement so indicating. A statement that the program is "non-residential" does not satisfy this subparagraph</p> <p><b>Correction:</b> The institution shall update its 2025-2026 catalog to include the above-mentioned disclosure, pursuant to 5 CCR § 71810 (b)(13)(C).</p>

Violation	Code Section Violated	Description of the violation and required correction.
6	5 CCR § 74112 (d)(3)	<p><b>Violation Description:</b> The institution's 2025 catalog failed to include the job classification(s) each program prepares its graduates for using the United States Department of Labor's Standard Occupational Classification codes, at the Detailed Occupation (six-digit) level.</p> <p><b>Correction:</b> The institution shall update its 2025-2026 catalog to include United States Department of Labor's Standard Occupational Classification codes, pursuant to 5 CCR § 74112 (d)(3).</p>
7	5 CCR § 71810 (b)(11)	<p><b>Violation Description:</b> The institution's 2025 catalog failed to contain the approximate number of days that will elapse between the institution's receipt of student lessons, projects, or dissertations and the institution's mailing of its response or evaluation</p> <p><b>Correction:</b> The institution shall update its 2025-2026 catalog to include the approximate number of days that will elapse between the institution's receipt of student lessons, projects, or dissertations and the institution's mailing of its response or evaluation, pursuant to 5 CCR § 71810 (b)(11).</p>
8	5 CCR § 71800 (e) in conjunction with CEC § 94920 (b)	<p><b>Violation Description:</b> The institution's enrollment agreement contains unenforceable statements regarding non-refundable items. It is implied that the items listed in the itemized list of charges are non-refundable within the cancellation period. According to CEC § 94920 (b), the law identifies a reasonable deposit or application fee as the only non-refundable items within the cancellation period.</p> <p><b>Correction:</b> The institution shall update the itemization section in its enrollment agreements pursuant to 5 CCR § 71800 (e) in conjunction with CEC § 94920 (b).</p>

Violation	Code Section Violated	Description of the violation and required correction.
9	5 CCR § 76120 (a)	<p><b>Violation Description:</b> The institution's enrollment agreement incorrectly identifies the STRF fee on pages four and five as " \$2.50 per \$1,000 of institutional charges". The current fee is listed as "\$0.00 per \$1,000 of institutional charge."</p> <p><b>Correction:</b> The institution shall update its enrollment agreement to include the current STRF value pursuant to 5 CCR § 76120 (a).</p>
10	CEC § 94913 (a)(1)	<p><b>Violation Description:</b> The homepage of the institution's website failed to post the most current catalog.</p> <p><b>Correction:</b> Once the institution's catalog has been updated to remedy the violations, the institution shall update its website to provide the current/updated school catalog pursuant to CEC § 94913 (a)(1).</p>
11	5 CCR § 76140	<p><b>Violation Description:</b> The institution's 2025 1st and 2nd Quarter STRF supporting documentation failed contain record of the student's (4) Local or mailing address, (5) Address at the time of enrollment assessment collected, (7) Date enrollment agreement signed, (11) Third-party payer identifying information, and (13) Total institutional charges paid.</p> <p><b>Correction:</b> The institution shall update the institution's 2025 1st and 2nd Quarter STRF supporting documentation, pursuant 5 CCR § 76140 (a).</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,

**NOTICE TO COMPLY DECLARATION**

CU-1903571-091725

Institution Name:	Dongguk University Los Angeles	Institution Telephone:	(213) 487-0110
Institution Code:	1903571	Administrator Name:	John Jeon
Street Address:	440 Shatto Place, Los Angeles, CA 90020	Inspection Date:	9/17/25

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

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:	John Jeon, President
Bureau Compliance Analyst Name:	Alec Taub
Bureau Compliance Analyst Signature:	<i>Alec Taub</i>