



CITATION ORDER

Citation Issued To: Oakland Barber Academy 5499 Bancroft Ave. Oakland, CA 94601 Institution Code: 32205689	Citation Number: 25260040
	Total Fine Amount: \$21,003.00
	Order of Abatement Included: Yes

Elizabeth Elias issues this citation in her official capacity as Deputy Bureau Chief of Enforcement at the Bureau for Private Postsecondary Education, California Department of Consumer Affairs (hereinafter referred to as the "Bureau").

LICENSING HISTORY

1. On or about March 20, 2023, the Bureau renewed an Approval to Operate a Private Postsecondary Institution, Institution Code 32205689, to Oakland Barber Academy, hereinafter referred to as the "Institution." This Approval to Operate will expire on or about March 19, 2028, unless renewed.

DISCIPLINE HISTORY

2. The Institution has no prior discipline history.

CITATION JURISDICTION

3. This administrative citation is issued to the Institution pursuant to California Education Code (CEC) section 94936; and Title 5 of the California Code of Regulations (5 CCR) section 75020 et seq. for the violation(s) described below.

CAUSE FOR CITATION & ASSESSMENT OF FINE AND/OR ORDER OF ABATEMENT

4. The Institution is in violation of the following Bureau laws and regulations:

Violation #1:

CEC section 94902(a) – General Enrollment Requirements and 5 CCR section 71920(b)(3) – Student Records

Cause for Citation: On or about August 28, 2024, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff reviewed seven student files and found that three of the student files reviewed contained enrollment agreements that were not fully executed. The enrollment agreements did not contain a signature of an authorized employee of the institution, a general enrollment requirement.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a “Class B” violation. The Institution is issued a fine of \$2,500.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to ensure all student records follow the law pursuant to CEC section 94902 and 5 CCR section 71920. The Institution must submit a statement of attestation that they have corrected the violation and will ensure that all student records contain signed enrollment agreements. The statement of attestation must be signed and dated by an authorized representative of the Institution.

Violation #2:

CEC section 94902(b)(1) and (b)(3) – General Enrollment Requirements, 5 CCR section 71920(b)(3) – Student Records, 5 CCR section 71930(a) and (e) – Maintenance of Records and CEC section 94900.5(c) – Required Institutional Records

Cause for Citation: On or about August 28, 2024, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff reviewed seven student files and found that all student files reviewed did not contain a School Performance Fact Sheet (SPFS) which is a required institutional record.

Additionally, the owner of the Institution indicated that SPFS were not part of the enrollment process and therefore, the Bureau found the Institution failed to properly enroll students as it failed to provide a SPFS prior to signing the enrollment agreement.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a "Class A" violation. The Institution is issued a fine of \$5,000.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to ensure all student records follow the law pursuant to CEC sections 94902 and 94900.5 and 5 CCR sections 71920 and 71930. The Institution must submit a statement of attestation that they have corrected the violation and will ensure that all students receive, initial and date a SPFS prior to enrollment, and that student records contain signed SPFS. The statement of attestation must be dated and signed by an authorized representative of the Institution.

Violation #3:

5 CCR section 71920(b)(1)(A) - Student Records, 5 CCR section 71930(e) – Maintenance of Records and CEC section 94897(u) - Prohibited Business Practices

Cause for Citation: On or about August 28, 2024, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff reviewed seven student files and found that all student files reviewed failed to contain a verification of high school diploma or its equivalent establishing the student's ability to do college level work. Further, Bureau staff determined that the Institution failed to adhere to its own admissions policy requiring proof of either a high school diploma or its equivalent to demonstrate the student's qualifications for admission.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a "Class A" violation. The Institution is issued a fine of \$2,501.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to submit a statement of attestation that they will maintain required student records pursuant to 5 CCR section 71920 and 71930 and adhere to the institutions stated policies for admission. The statement of attestation must be signed and dated by an authorized representative of the Institution.

Violation #4:

5 CCR section 71800(b) – Enrollment Agreement

Cause for Citation: On or about August 28, 2024, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff reviewed seven student files and found that all student files contained incomplete enrollments agreements as the field for the period covered by the enrollment agreement, labeled as “Contract Begins” and “Contract Ends” were left blank. The institution failed to identify the period covered by the enrollment agreement on the executed agreements.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a “Class C” violation. The Institution is issued a fine of \$1,000.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to ensure it provides to each student an enrollment agreement that contains the period covered by the enrollment agreement pursuant to 5 CCR section 71800. The Institution must submit a statement of attestation that they have corrected the violation. The statement of attestation must be signed and dated by an authorized representative of the Institution.

Violation #5:

5 CCR section 76130(a)(1) and (c)(3) – Collection and Submission of Assessments

Cause for Citation: On or about August 28, 2024, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff requested to review the Institutions Student Tuition Recovery Fund (STRF) supporting documentation for 4th Quarter 2023 and 1st Quarter 2024 and found that the STRF assessments were completed based on the Institutions total number of enrolled students at the time of submission, rather than the students who signed enrollment agreement and made their first payments during the applicable reporting periods, pursuant to 5 CCR section 76130.

Furthermore, Bureau staff reviewed seven student files and found that all student files reviewed failed to itemize or document the collection of STRF. The Institution stated that it did not collect STRF assessments from students prior to April 1, 2024.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a “Class B” violation. The Institution is issued a fine of \$2,501.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to ensure that the Student Tuition Recovery Fund (STRF) Assessment Reporting form and applicable fees are collected and submitted in accordance with 5 CCR section 76130. The Institution must submit a statement of attestation that they have corrected the violation. The statement of attestation must be signed and dated by an authorized representative of the Institution.

Violation #6:

5 CCR section 71720(b)(1) and (b)(2) – Faculty, 5 CCR section 71930(e) – Maintenance of Records

Cause for Citation: On or about August 28, 2024, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff reviewed one faculty record and found that the record failed to contain proof demonstrating the instructor had the minimum of three years of experience, education, and training in current practices of the subject area they are teaching.

Additionally, the Bureau found that the Institution failed to maintain faculty records regarding continuing education (CE) courses in the subject area, classroom management or other courses related to teaching. The Institution stated they do not have a continuing education policy or requirement in place for their instructors.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a "Class A" violation. The Institution is issued a fine of \$2,501.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to ensure all faculty records follow the law pursuant to 5 CCR sections 71720 and 71930. The Institution must submit a statement of attestation they have corrected the violation and ensured that all faculty requirements and records are in compliance with the law. The statement of attestation must be dated and signed by an authorized representative of the Institution.

Violation #7:

5 CCR section 71750(a) and (b)(10)– Withdrawals and Refunds

Cause for Citation: On or about August 28, 2024, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff reviewed seven student files and found that the Institution failed to provide one withdrawn student with a pro rata refund. The Institution confirmed that the refund was never made.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a "Class A" violation. The Institution is issued a fine of \$5,000.00.

Order of Abatement: Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to submit a statement of attestation confirming compliance with 5 CCR section 71750. Additionally, the statement of attestation must confirm that the Institution will provide a refund, as required pursuant to 5 CCR section 71750 to any student that is eligible. The statement of attestation must be dated and signed by an authorized representative of the Institution.

COMPLIANCE WITH ORDER OF ABATEMENT

5. In accordance with the provisions of CEC section 94936 and 5 CCR section 75020, the Bureau issues the order(s) of abatement described above. Evidence of compliance with the order of abatement must be submitted to the Bureau within 30 days from the date of issuance of this citation. Evidence of compliance with the order of abatement may be sent by mail or email to:
 - Mail: Bureau for Private Postsecondary Education
Attn: Discipline Unit – Aurzella Izmarai-Karimi
1747 North Market, Blvd., Suite 225
Sacramento, CA 95834
 - Email: bppe.discipline@dca.ca.gov
 - In the subject line, please include the Institution name and citation number.

COMPLIANCE WITH ASSESSMENT OF FINE

6. In accordance with the provisions of CEC section 94936, and 5 CCR sections 75020 and 75030, the Bureau hereby orders this assessment of fines in the total amount of \$21,003.00 for the violations described above. Payment of the fines must be made to the Bureau within 30 days from the date of service of this citation unless an informal conference or hearing is requested. To assist the Bureau in processing the payment of fines, please submit the enclosed *Payment of Fine – Waiver of Appeal* form.

Payment must be sent to the Bureau by mail at:

- Bureau for Private Postsecondary Education
Attn: Discipline Unit – Aurzella Izmarai-Karimi
1747 North Market, Blvd., Suite 225
Sacramento, CA 95834

NOTICE OF APPEAL RIGHTS

7. You have the right to contest this citation through an informal conference with the Bureau pursuant to 5 CCR section 75020 and/or through an administrative hearing in accordance with Chapter 5 (Commencing with section 11500) of Part 1 of Division 3 of Title 2 of the Government Code.

If you wish to contest this citation, the Bureau must receive a written request within 30 days from the date of issuance of this citation asking for an informal conference and/or administrative hearing or you may also submit the enclosed *Notice of Appeal of Citation – Request for Informal Conference and/or Administrative Hearing* form.

The written request may be sent by email or mail to the addresses below:

- Mail: Bureau for Private Postsecondary Education
Attn: Discipline Unit – Aurzella Izmarai-Karimi
1747 North Market, Blvd., Suite 225
Sacramento, CA 95834
- Email: bppe.discipline@dca.ca.gov
 - In the subject line, please include the Institution name and citation number.

Failure to submit a written request for an informal conference and/or administrative hearing within 30 days from the date of issuance of this citation will forfeit your ability to appeal the citation.

If a hearing is requested, you are not required to comply with this citation until a final order is entered against you.

COMPLIANCE WITH FINE AND/OR ORDER OR ABATEMENT DISCLOSURE

8. Pursuant to BPC section 125.9 and 5 CCR section 75050, payment of fine and/or compliance with any order of abatement does not constitute an admission of the violation charged and shall be represented as satisfactory resolution of the matter for the purposes of public disclosure.

Pursuant to 5 CCR section 75050, failure to comply with this citation order, its order of abatement, and/or administrative fine by the required due date is grounds for denial or discipline of an approval to operate. Where a citation is not contested and fine is not paid, the full amount of the assessed fine shall be added to the fee for renewal of the approval to operate. An approval to operate shall not be renewed without payment of the renewal fee and fine.

BUREAU CONTACT INFORMATION

9. If you have any questions regarding this Citation, please contact Aurzella Izmarai-Karimi, Citation Analyst by email at Aurzella.Izmarai@dca.ca.gov or by phone at (916) 574-7344.

"Original Signature on File"

10/22/2025

Elizabeth Elias
Deputy Bureau Chief of Enforcement

Citation Date of Issuance

Enclosures:

- Notice of Appeal of Citation: Request for Informal Conference and/or Administrative Hearing
- Payment of Fine – Waiver of Appeal
- Declaration of Service by Certified and First-Class Mail