



NOTICE TO COMPLY

CU-24179383-102023

Institution Name:	Harvest English Institute - Los Angeles	Institution Telephone:	(213) 426-1106
Institution Code:	24179383	Administrator Name:	Agustin Diaz
Street Address:	3550 Wilshire Blvd., Suite 1050, Los Angeles, CA 90010	Inspection Date:	10/4/2023

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) (1)	<p>Violation Description: The school does not include, on the school website, a current school catalog. The catalog posted on the school website expired on 12/31/2022.</p> <p>Correction: Include on the school website the current catalog. Provide a link or printout of the school website showing compliance with CEC § 94913 (a) (1).</p>
2	CEC § 94913 (a) (2)	<p>Violation Description: The school does not include, on the school website, a current School Performance Fact Sheet (SPFS) for each educational program offered by the institution. The SPFS on the website are from 2019-2020.</p> <p>Correction: Include on the school website the 2020-2021 SPFS for each educational program offered by the institution. Provide a link or printout of the school website showing compliance with CEC § 94913 (a) (2).</p>

3	CEC § 94913 (a) (5)	<p>Violation Description: The school does not include, on the school website, the most recent annual report submitted to the Bureau. The annual report posted on the school website is from 2019.</p> <p>Correction: Include on the school website the 2020 annual report. Provide a link or printout of the school website showing compliance with CEC § 94913 (a) (5).</p>
4	5 CCR § 71660	<p>Violation Description: The school offers programs on the school’s website that are not approved by the Bureau and has not submitted notification of the addition of following programs:</p> <ul style="list-style-type: none"> • Business English • Online English Class • Recreational English <p>Correction: Contact the Bureau’s Licensing Unit to notify the Bureau of the addition of the programs listed above. Provide a copy of the communication.</p> <p>Alternatively, if the Institution will not be offering these programs, remove the programs from the Institution’s website. Provide a link or printout of the Institution’s website to show compliance.</p>
5	CEC § 94899 (b)	<p>Violation Description: On page 11 of the school catalog, the school states:</p> <p><i>“Students can register from 1 to 52 weeks (maximum length of 1-20 form). Tuition will be based on the number of weeks registered and must be paid in full before the first day of class.”</i></p> <p>The school shall not require more than one term or four months of advance payment of tuition at a time.</p> <p>Correction: The school must update the tuition collection policy to not collect full tuition for programs lasting four months or more. Provide a copy of the catalog that shows compliance with CEC § 94899 (b).</p>
6	CEC § 94909 (a) (15)	<p>Violation Description: On page 16 of the school catalog, the school includes a similar, though not exact, version of the statement required by CEC § 94909 (a) (15).</p> <p>Correction: Update the language on page 16 of the catalog to reflect the exact language required by CEC §94909(a)(15). Provide a copy of the catalog showing compliance.</p>

7	5 CCR § 71810 (b) (9)	<p>Violation Description: The school catalog does contain a description of the facilities and materials that will be used for instruction.</p> <p>Correction: Add to the school catalog a description of the facilities and materials that will be used for instruction. Provide a catalog that shows compliance with 5 CCR § 71810 (b) (9).</p>
8	CEC § 94911 (c)	<p>Violation Description: On page 2 of the enrollment agreement, the Institution includes the charges required by CEC § 94911 (c) but include them on the same page as the student’s signature.</p> <p>Correction: Add the charges required by CEC § 94911 (c) on the same page in the enrollment agreement as the student’s signature. Provide a copy of the enrollment agreement that shows compliance.</p>
9	CEC § 94911 (h)	<p>Violation Description: On pages 8-9 of the enrollment agreement, the Institution includes a similar, though not exact version of the statement required by CEC § 94911 (h)</p> <p>Correction: Update the verbiage found on pages 8-9 of the enrollment agreement to include the exact statement required by CEC § 94911 (h). Provide a copy of the enrollment agreement that shows compliance.</p>
10	CEC § 94911 (j) (1)	<p>Violation Description: On page 9 of the enrollment agreement, the Institution includes an outdated Bureau address within the statement required by CEC § 94911 (j) (1).</p> <p>Correction: Update the Bureau address on page 9 of the enrollment agreement to:</p> <p style="padding-left: 40px;">1747 N. Market Blvd. Ste 225 Sacramento, CA 95834</p> <p>Provide a copy of the enrollment agreement that shows compliance.</p>
11	CEC § 94911 (d)	<p>Violation Description: On page 10 of the enrollment agreement, the Institution states:</p> <p>“It [the enrollment agreement] goes in effect once it is dated and signed by me [the student].”</p> <p>The enrollment agreement is only legally binding when signed by the student and accepted by the Institution.</p>


		Correction: Update the verbiage on page 10 of the enrollment agreement to comply with CEC § 94911 (d). Provide a copy of the enrollment agreement that shows compliance.
12	5 CCR § 71760	Violation Description: The Institution does not maintain a self-monitoring procedure. Correction: Develop a self-monitoring procedure and provide this document to show compliance with 5 CCR § 71760.
13	5 CCR § 94911 (j) (2)	Violation Description: The enrollment agreement does not include the statement required by 5 CCR § 94911 (j) (2). Correction: Add to the enrollment agreement the statement required by 5 CCR § 94911 (j) (2). Provide an enrollment agreement that shows compliance.
14	5 CCR § 71920 (b) (5) (E)	Violation Description: The Institution transcript does not include the Institution name, website address, or telephone number. Correction: Add to the Institution's transcript the Institution's name, website address, and telephone number. Provide a copy of the transcript that shows compliance with 5 CCR § 71920 (b) (5) (E).

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:	Agustin Diaz, Head Teacher
Bureau Compliance Analyst Name:	James Anderson
Bureau Compliance Analyst Signature:	

NOTICE TO COMPLY DECLARATION

CU-24179383-102023

Institution Name:	Harvest English Institute - Los Angeles	Institution Telephone:	(213) 426-1106
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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