



**Bureau for Private Postsecondary Education**  
 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833  
 P.O. Box 980818, West Sacramento, CA 95798-0818  
 P (916) 431-6959 F (916) 263-1897 www.bppe.ca.gov



**NOTICE TO COMPLY – CA344835021117 (Ed. Code § 94935, 5 5, CCR § 75010)**

Institution Name:	Ryon College	Institution Telephone:	951-684-1802
Institution Code:	34483502	Administrator Name:	Oswaldo Forero & Melbe Zepeda
Street Address:	7028 Indiana Avenue Riverside CA 92506	Date of Inspection:	11/15/17

Nature and Facts of the Violation(s), Including a Reference to the Statute or Regulation Violated, and Manner in Which the Institution Must Correct the Violation to Achieve Compliance:

**STUDENT RECORDS**

Education Code or Code of Regulations	Subsection, Description, and Required Correction
<p><b>5, CCR §71920. Student Records.</b></p>	<p>(b) In addition to the requirements of section 94900, the file shall contain all of the following pertinent student records:                      (A) Verification of high school completion or equivalency or other documentation establishing the student's ability to do college level work, such as successful completion of an ability-to-benefit test;</p> <p><b>The institution did not maintain verification of high school completion or equivalency or other documentation establishing the student’s ability to do college level work, such as successful completion of an ability-to-benefit test in the graduated, current, and withdrawn student files.</b></p> <p><b>To remedy this violation, the institution shall update their policy and procedures to contain a policy that verification of high school completion or equivalency or other documentation establishing the student’s ability to do college level work, such as successful completion of an ability-to-benefit test will be maintained in the student’s files.</b></p> <p><b>The policy and procedure shall be submitted with the institution’s response to the NTC and the last page of this document within the specified time frame.</b></p>

Notice to Comply – CA344835021117

Inspector’s Initial: *J.R.*

Administrator’s Initial: *CH*

MISCELLANEOUS

Education Code or Code of Regulations	Subsection, Description, and Required Correction
<p><b>5, CCR §71660. Notifications of Non-Substantive Changes.</b></p>	<p>An institution shall notify the Bureau of a non-substantive change including: change of location of less than 10 miles; addition of a program related to the approved programs offered by the institution; addition of a new branch five miles or less from the main or branch campus; addition of a satellite; and change of mailing address. All such notifications shall be made within 30 days of the change and sent to the Bureau, in writing, to the address listed in section 70020.</p> <p><b>The institution did not notify the Bureau of the change of location of less than 10 miles. The Building and Electrical Maintenance, Cake Decoration, Floral and Bridal Arrangement Design, Property Management and Solar Energy Systems Installer programs are being held at 7038 Indiana Avenue Riverside 92506 not at 7028 Indiana Avenue Riverside 92506.</b></p> <p>To remedy this violation, the institution shall notify the Bureau of the change of location of less than 10 miles by submitting a Non-Substantive Change in writing to address listed in section 70020.</p> <p>A copy of the written Non-Substantive change shall be submitted with the institution's response to the NTC and the last page of this document within the specified time frame.</p>

Only minor violations are listed on this Notice to Comply.

Inspector's Name	Gina Robles
Inspector's Signature	<i>Gina Robles</i>
Institution Administrator Name/Title:	CAO/COO
Institution Administrator's Signature	<i>[Signature]</i>

Education Code can be located at: [http://www.bppe.ca.gov/lawsregs/ppe\\_act.shtml](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: *Y.R.*  
 Administrator's Initial: *CH*

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 **December 15, 2017.**

Notice to Comply – CA344835021117

Inspector's Initial: *SR*

Administrator's Initial: *CH*