



NOTICE TO COMPLY
 CA-15633119-092023

Institution Name:	ZMS The Academy	Institution Telephone:	(323) 372-6132
Institution Code:	15633119	Administrator Name:	Judy Caspe
Street Address:	2228 E. Cesar Chavez Ave., Los Angeles, CA 90033	Inspection Date:	9/12/2023

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)(5)	<p>Violation Description: The school’s website does not provide the school’s most recent annual report submitted to the Bureau.</p> <p>Correction: Add to the school website the school’s most recent annual report submitted to the Bureau. Provide a link or printout of the website showing compliance with 5, CCR §94913(a)(5).</p>
2	5, CCR §71810(b)(3)	<p>Violation Description: The catalog does not contain information about whether visa services are provided or whether the school will vouch for student status, and any associated charges.</p> <p>Correction: Add to the catalog information about whether visa services are provided or whether the school will vouch for student status, and any associated charges. Provide a copy of the catalog that shows compliance with 5, CCR §71810(b)(3).</p>

3	5, CCR §76140(a)(1)(3-13)	<p>Violation Description: The school provided a file with data substantiating the STRF Assessment Reporting Form, but the following required data points were not tracked:</p> <ul style="list-style-type: none"> • 5, CCR §76140(a)(1) Student identification number, • 5, CCR §76140(a)(3) Email address, • 5, CCR §76140(a)(4) Local or mailing address, • 5, CCR §76140(a)(5) Address at the time of enrollment, • 5, CCR §76140(a)(6) Home address, • 5, CCR §76140(a)(7) Date enrollment agreement signed, • 5, CCR §76140(a)(8) Course costs, • 5, CCR §76140(a)(9) Amount of STRF assessment collected, • 5, CCR §76140(a)(10) Quarter in which the STRF assessment was remitted to the Bureau, • 5, CCR §76140(a)(11) Third-party payer identifying information, • 5, CCR §76140(a)(12) Total institutional charges charged, and • 5, CCR §76140(a)(13) Total institutional charges paid. <p>Correction: Provide a file containing the school’s STRF substantiating data for Q2 2023 that includes all the data required by 5, CCR §76140(a)(1-13).</p>
4	5, CCR §71760	<p>Violation Description: The school does not maintain self-monitoring procedures.</p> <p>Correction: Develop self-monitoring procedures that comply with 5, CCR §71760. Provide a copy of the self-monitoring procedures.</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:	Judy Caspe, Owner
Bureau Compliance Analyst Name:	James Anderson
Bureau Compliance Analyst Signature:	

NOTICE TO COMPLY DECLARATION

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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