



NOTICE TO COMPLY

CA-81663049-04182024

Institution Name:	Mission Career College	Institution Telephone:	(951) 688-7411
Institution Code:	81663049	Administrator Name:	Lynnette Amajoyi-Udeh
Street Address:	9731 Magnolia Avenue Riverside, CA 92503	Inspection Date:	April 18, 2024

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 § 94911 (e)(2) in conjunction with CEC § 94920 (b)	<p>Violation Description: Page 2 of the institution’s enrollment agreement, contains an unenforceable statement regarding the deduction of equipment, textbooks, and supplies, scrubs within the cancellation period. These statements do not comply with CEC § 94920 (b), which states within the cancellation period, the institution may only deduct a reasonable deposit or application fee.</p> <p>Correction: The institution shall update the refund and cancellation policy in its enrollment agreement. The policy must demonstrate compliance with CEC § 94911 (e)(2) and CEC § 94920 (b).</p>

Violation	Code Section Violated	Description of the violation and required correction.
2	CEC § 94909 (a)(5)	<p>Violation Description: The institution's 2024 catalog failed to identify the requirements for completion, including the total number of clock hours required for completion following programs: Acute Care Nurse Assistant CPR-AED EKG Technician Medical Terminology Mobile Crane Operator Tower Crane Operator Water Technology - Entry Level Water Technology - Advance Level</p> <p>Correction: The institution shall update its current catalog to include the above-mentioned information for the identified programs, pursuant to CEC § 94909 (a)(5).</p>
3	CEC § 94909 (a)(5)	<p>Violation Description: On page 39 of the institution's 2024 catalog, the institution lists a program that the institution is not approved to offer. According to Bureau records in August 2023, the institution withdrew its application for Change in Education Objective for: ADVERTISING AND MARKETING WITH EMPHASIS IN SPORTS MARKETING AND MANAGEMENT.</p> <p>Correction: The institution shall remove the unapproved program from its catalog.</p>
4	5 CCR § 71810 (b)(15) in conjunction with CEC § 94897 (s)	<p>Violation Description: On page 12 of the institution's 2024 catalog, contains an unenforceable policy regarding withholding a transcript in the event of unpaid tuition and other fees. In accordance with CEC § 94897 (s) and Civil Code section 1788.93, an institution cannot require a student to satisfy financial obligations or make arrangements for payment prior to providing a transcript to a student. The statement in the catalog does not comply with CEC § 94897 (s).</p> <p>Correction: The institution shall remove the non-compliant statement from the catalog. The institution's policy must demonstrate compliance with 5 CCR 71810 (b)(15) and CEC § 94897 (s).</p>

Violation	Code Section Violated	Description of the violation and required correction.
5	CEC § 94897 (c)	<p>Violation Description: On page 27 of the institution’s 2024 catalog, contains a misleading statement that references CAMTC required hours of instruction for certification. However, according to CAMTC’s website the institution is not CAMTC approved, therefore completion of instruction will not satisfy the requirements for CAMTC certification.</p> <p>Correction: The institution shall remove the misleading statement referencing CAMTC from the catalog, pursuant to CEC § 94897 (c).</p>
6	CEC § 94909 (a)(3)(D)	<p>Violation Description: The institution’s 2024 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 https://www.osar.bppe.ca.gov/.”</p> <p>Correction: The institution shall update the catalog, to include the above-mentioned statement pursuant to CEC § 94909 (a)(3)(D).</p>
7	CEC § 94913 (a)(2)	<p>Violation Description: The institution failed to post on its website, clear and conspicuous links to the institution’s 2021-2022 School Performance Fact Sheets.</p> <p>Correction: The institution shall update its website to include clear and conspicuous links to the institution’s 2021-2022 School Performance Fact Sheets pursuant to CEC § 94913 (a)(2).</p>

Violation	Code Section Violated	Description of the violation and required correction.
8	CEC § 94913 (a)(3) in conjunction with CEC § 94897 (I)	<p>Violation Description: Five student brochures located on the institution’s website, identifies the institution is approved to operate by the State of California Bureau for Private Postsecondary Education (BPPE), however the statements failed to define the term approved to operate.</p> <ul style="list-style-type: none"> • https://missioncareercollege.com/wp-content/uploads/2021/11/Brochure-Nurse-Assistant-11.05.21.pdf • https://missioncareercollege.com/wp-content/uploads/2021/11/Brochure-Med-Asst-11.05.2021.pdf • https://missioncareercollege.com/wp-content/uploads/2021/11/BrochureMCCPT-11.05.2021.pdf • https://missioncareercollege.com/wp-content/uploads/2021/11/Brochure-CDC-11.05.2021.pdf • https://missioncareercollege.com/wp-content/themes/CustomDesign/pdf/Brochure-CNA-8.7.09.pdf <p>Correction: The institution shall update the brochures located on the institution’s website, where institution identifies, it is approved to operate by the State of California Bureau for Private Postsecondary Education to state, “BPPE APPROVED - Approval to Operate means compliance with state standards as set forth in the California Private Postsecondary Education Act of 2009”, pursuant to CEC § 94897 (I).</p>
9	CEC § 94897 (c)	<p>Violation Description: The institution’s massage therapist and physical therapy aide and rehabilitation webpages, contains misleading references to CAMTC. However, according to CAMTC’s website the institution is not CAMTC approved, therefore the massage therapy and physical therapy aide and rehabilitation programs completed at the institution will not satisfy the requirements for CAMTC certification.</p> <p>Correction: The institution shall remove the misleading statement from the institution’s website, pursuant to CEC § 94897 (c).</p>


Violation	Code Section Violated	Description of the violation and required correction.
10	5 CCR § 71760	<p>Violation Description: The institution failed to provide self-monitoring procedures used by the institution to assure that it is maintained and operated in compliance with the Act and this Division.</p> <p>Correction: The institution shall provide a copy of its self-monitoring procedures used by the institution to assure that it is maintained and operated in compliance with the Act and this Division, pursuant to 5 CCR § 71760.</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:	Lynnette Amajoyi-Udeh, Executive Director
Bureau Compliance Analyst Name:	Gema Fider
Bureau Compliance Analyst Signature:	

NOTICE TO COMPLY DECLARATION

CA-81663049-04182024

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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