



CITATION ORDER

Citation Issued To: California Victor University 708 W. Holt Avenue Pomona, CA 91768 Institution Code: 12720993	Citation Number: 24250210
	Total Fine Amount: \$ 16,505.00
	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 25, 2022, the Bureau issued an Approval to Operate an Accredited Private Postsecondary Institution, Institution Code 12720993, to California Victor University, hereinafter referred to as the “Institution.” This Approval to Operate will expire on or about April 30, 2026, unless renewed.

DISCIPLINE HISTORY

2. The Institution has the following discipline history:
 - [Citation No. 2324128, issued November 16, 2023](#)
 - Evidence of compliance; citation satisfied December 14, 2023

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, 5 CCR section 71920(b)(3) – Student Records and 5 CCR section 71930(e) – Maintenance Records

Cause for Citation: On or about April 16, 2024, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff reviewed nine student files and found that three of the student files reviewed contained enrollment agreements that were missing signatures from an authorized representative of the institution. Bureau staff also found that one student enrollment agreement failed to contain the signature of both the student who enrolled and authorized representative of the Institution.

Additionally, Bureau staff found that five of the nine student files reviewed were missing enrollment agreements.

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 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 and CEC section 94912 – Signature, Initials Required

Citation Number: 24250210
Institution: California Victor University
Institution Code: 12720993

Cause for Citation: On or about April 16, 2024, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff reviewed nine student files and found that all the student files reviewed failed to contain a School Performance Fact Sheet (SPFS). Additionally, Bureau staff confirmed that the required SPFS documents were not provided to the students prior to signing the enrollment agreements.

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 \$1,001.00.

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 94912. The Institution must submit a statement of attestation that they have corrected the violation and will ensure that all student records contain signed and dated SPFS. The statement of attestation must be dated and signed by an authorized representative of the Institution.

Violation #3:

5 CCR section 74112(m)(1-9) - Uniform Data – Annual Report, Performance Fact Sheet and 5 CCR section 71930(e) – Maintenance of Records

Cause for Citation: On or about April 16, 2024, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff requested supporting documentation for the Institution's 2021/2022 School Performance Fact Sheet (SPFS). The institution failed to provide substantiating data related to the SPFS.

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 correct the violation by providing an electronic copy of the template used by the Institution to document supporting data for SPFS, for the Bureau to verify the Institution is collecting the required data points pursuant to 5 CCR section 74112.

In addition, the Institution must submit a statement of attestation they have corrected the violation and will ensure that the supporting data for SPFS is maintained. The statement of attestation must be dated and signed by an authorized representative of the Institution.

Violation #4:

5 CCR section 76140(a)(1-13) and (b) – Record-Keeping Requirements and 5 CCR section 71930(a) and (e) – Maintenance Records

Cause for Citation: On or about April 16, 2024, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff requested a copy of the substantiating data for the Student Tuition Recovery Fund (STRF) for the 3rd and 4th quarter reporting periods of 2023. The Institution was unable to provide the required STRF supporting documents pursuant to 5 CCR section 76140.

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 \$1,001.00.

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

The Bureau orders the Institution to correct the violation by providing an electronic copy of the template used by the Institution to document its STRF substantiating documentation, for the Bureau to verify the Institution is collecting the required data points pursuant to 5 CCR section 76140.

In addition, the Institution must submit a statement of attestation they have corrected the violation and will ensure that the substantiating data for STRF is maintained in an electronic format and readily available to a Bureau

representative upon request per 5 CCR section 76140. The statement of attestation must be dated and signed by an authorized representative of the Institution.

Violation #5:

5 CCR section 76120(a) – Amount of STRF Assessment and 5 CCR section 76130(a)(1) – Collection and Submission of Assessments

Cause for Citation: On or about April 16, 2024, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). As part of the inspection process, Bureau staff reviewed the Institutions Student Tuition Recovery Fund (STRF) assessment forms for the third and fourth quarters of 2023 and determined that the Institution collected zero STRF assessments. During the inspection, Bureau staff confirmed students were enrolled in the Institution for these quarters and the institution failed collect STRF assessments for students enrolled.

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 \$1,001.00.

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

The Institution must submit a statement of attestation they have corrected the violation and will ensure that the Institution is collecting STRF assessments pursuant to 5 CCR sections 76120 and 76130 and submitting accurate STRF Assessment Reports to the Bureau. The statement of attestation must be dated and signed by an authorized representative of the Institution.

Violation #6:

5 CCR section 71920(b)(10) – Student Records and 5 CCR section 71930(a) – Maintenance of Records

Cause for Citation: On or about April 16, 2024, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff reviewed nine student files and found that three withdrawn student files reviewed failed to include a refund document consistent with 5 CCR section 71920(b)(10).

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 \$1,001.00.

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. The statement of attestation must be signed and dated by an authorized representative of the Institution.

Violation #7:

CEC section 94893- Authorization Required for Substantive Change and CEC section 94894(a)- Substantive Change Defined

Cause for Citation: On or about April 16, 2024, the Bureau conducted an announced compliance inspection pursuant to CEC section 94932.5(a). Bureau staff reviewed the institutions website: <https://www.cvu.edu/certificate-program> and found that the institution is offering a 1980 clock hour Ultrasound Certificate program without Bureau approval.

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 Institution shall submit a statement of attestation they have complied with the Order of Abatement and will seek prior approval from the Bureau when making substantive changes to their Approval to Operate. The statement of attestation shall 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 \$ 16,505.00 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, you may submit a written request to the Bureau or submit the enclosed *Notice of Appeal of Citation – Request for Informal Conference and/or Administrative Hearing* form within 30 days from the date of issuance of this citation.

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.

Citation Number: 24250210
Institution: California Victor University
Institution Code: 12720993

“Original Signature on File”

3/18/2025

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