



**Bureau for Private Postsecondary Education**  
2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833  
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**CITATION: ASSESSMENT OF FINE AND ORDER OF ABATEMENT**

To: William Nelson & Lla Nelson, 34.5% Owner  
Donna Woo, 34.5% Owner  
Ron VonSooston, 18% Owner  
Syble Taylor, 13% Owner  
Pacific College, Inc.  
3160 Red Hill Avenue  
Costa Mesa, CA 92626

**INSTITUTION CODE: 3009311**  
**CITATION NUMBER: 1213014**  
**CITATION ISSUANCE DATE: 03/01/2013**  
**DUE DATE: 03/31/2013**

**FINE AMOUNT: \$500.00**

Connie Bouvia issues this Citation: Assessment of Fine and Order of Abatement (Citation) in her official capacity as Enforcement Chief of the Bureau for Private Postsecondary Education (Bureau) of the California Department of Consumer Affairs.

**BACKGROUND**

Pacific College, Inc. (Institution), Institution Code 3009311, was issued a Notice to Comply #000230 (NTC) on May 22, 2012 as a result of minor violations detected during the desk review and on-site compliance inspection. The institution was given 30 days from the date of the inspection to either remedy the violations or submit a written notice of disagreement. The Bureau did not receive documents from the Institution to remedy the violations listed on the NTC or a written notice of disagreement. Outstanding violations remain.

**CITATION**

A Citation is hereby issued to William Nelson & Lla Nelson, 34.5% Owner; Donna Woo, 34.5% Owner; Ron VonSooston, 18% Owner; and Syble Taylor, 13% Owner of Pacific College, Inc. located at 3160 Red Hill Avenue, Costa Mesa, California 92626 in accordance with Section 125.9 of the Business and Professions Code; Section 94936 of the California Education Code; and Section 75020 of the California Code of Regulations for the violations described in the 'Violation Code Sections' of this document.

**PENALTY – ASSESSMENT OF A FINE**

In accordance with California Education Code section 94936; and California Code of Regulations Sections 75020 and 75030, the Bureau hereby orders the issuance of a Citation and the assessment of a fine in the amount of **\$500.00** for the violations described in the 'Violation Code Sections' of this document.

You are hereby notified that you are in violation of the California Education Code and California Code of Regulations and cause for issuance of a citation and assessment of an administrative fine exists.

**ORDER OF ABATEMENT**

**The Bureau orders that you comply with the orders described in the 'Violation Code Sections' of this document and submit evidence of compliance within 30 days from the date of this Citation.**

**VIOLATION CODE SECTIONS**

#	The California Education Code (CEC) and the California Code of Regulations (CCR). Below you will find the section(s) you are charged with violating.
1.	<p><b>Violation of CCR §76140(a)(4)(5)(6)(9)(11)(12)(13) – Record-Keeping Requirements.</b> <i>“(a) A qualifying institution shall collect and maintain records of student information to substantiate the data reported on the STRF Assessment Reporting Form and records of the students' eligibility under the Fund. Such records shall include the following for each student:</i> <i>(4) Local or mailing address,</i> <i>(5) Address at the time of enrollment,</i> <i>(6) Home address,</i> <i>(9) Amount of STRF assessment collected,</i> <i>(11) Third-party payer identifying information,</i> <i>(12) Total institutional charges charged, and</i> <i>(13) Total institutional charges paid.”</i></p> <p><b>The Institution failed to maintain records of the required student information to substantiate the data reported on the STRF Assessment Reporting Form and records of the student’s eligibility under the Fund.</b></p> <p><b>The Bureau orders that the institution maintain records of student information for each student which include: local or mailing address, address at the time of enrollment, home address, amount of STRF assessment collected, third-party payer identifying information, total institutional charges charged, and total institutional charges paid. Please submit evidence of compliance to the Bureau. In addition, the Bureau orders that the institution submit a written policy of how compliance with this code section will be maintained.</b></p> <p>The fine for this violation is <u>\$500.00</u></p>
<b>TOTAL ADMINISTRATIVE FINE DUE: <u>\$500.00</u></b>	

**APPEAL OF CITATION**

You have the right to contest this Citation through an informal conference with the Bureau; 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 must submit the enclosed ‘Notice of Appeal of Citation – Request for Informal Conference and/or Administrative Hearing’ form within 30 days from the date of service of the Citation. If you do not request an informal conference and/or an administrative hearing within 30 days from the service of the Citation, you will not be able to request one at a later time. Deliver or mail your written request to:

Janel Quayle, Discipline Citation Program  
Bureau for Private Postsecondary Education  
2535 Capitol Oaks Drive, Suite 400  
Sacramento, CA 95833

Unless a written request for an informal conference and/or an administrative hearing is signed by you or on behalf of Pacific College, Inc. and delivered to the Bureau by **March 31, 2013**, you will be deemed to have waived or forfeited your right to appeal this matter.



EFFECTIVE DATE OF CITATION AND FINE ASSESSMENT

If you do not request an informal conference and/or an administrative hearing, this Citation shall become effective on **March 1, 2013** and the payment is due by **March 31, 2013**. Your payment of the administrative fine shall not constitute an admission of the violation(s) charged.

If a hearing is requested, you will not be required to comply with this Citation until 30 days after a final order is entered against you.

PAYMENT OF ADMINISTRATIVE FINE

Payment of the administrative fine must be made to the Bureau for Private Postsecondary Education by check or money order. Please include the Citation number on the payment of the fine assessment. Payments may be mailed to:

Janel Quayle, Discipline Citation Program  
Bureau for Private Postsecondary Education  
2535 Capitol Oaks Drive, Suite 400  
Sacramento, CA 95833

CONTACT INFORMATION

If you have any questions regarding this Citation, or desire further information, please contact Janel Quayle, Enforcement Analyst, at (916) 431-6940 or Janel.Quayle@dca.ca.gov.



**Connie Bouvia**  
**Enforcement Chief**



**Date**

Enclosures

- Applicable Laws Violated
- Statement of Rights: Appeal Process Information Sheet
- Notice of Appeal of Citation: Request for Informal Conference and/or Administrative Hearing
- Payment of fine – Wavier of Appeal
- Declaration of Service by Certified and First Class Mail