



NOTICE TO COMPLY

CU-27726139-102023

Institution Name:	California Institute of Medical Science	Institution Telephone:	(559) 490-3911
Institution Code:	27726139	Administrator Name:	Steven D. Jackson II
Street Address:	1175 Shaw Avenue Clovis, CA 93612	Inspection Date:	October 25, 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 § 94897 (s)	<p>Violation Description: Violation: The institution’s catalog contains language that violates Section 1788.93 of the Civil Code pursuant to CEC § 94897 (s). The following pages contain language that violates Section 1788.93 of the Civil Code page 14 under past due accounts, page 28 under Transcripts.</p> <p>Correction: The institution shall revise the catalog and remove any reference inconsistent with Civil Code 1788.93. pursuant to CEC § 94897 (s) found on pages 14, 28.</p>
2	CEC § 94909 (a)(3)(D)	<p>Violation Description: The institution’s catalog failed to include the required statement regarding “The Office of Student Assistance and Relief” (OSAR) pursuant to CEC § 94909 (a)(3)(D).</p> <p>Correction: The institution shall include in the catalog the required statement regarding, “The Office of Student Assistance and Relief” (OSAR) pursuant to CEC § 94909 (a)(3)(D).</p>

Violation	Code Section Violated	Description of the violation and required correction.
3	CEC § 94897 (l)(1)(2)	<p>Violation Description: The institution’s catalog includes the approval statement however it failed to include complete verbiage in regard to the meaning of state approval pursuant to CEC § 94897 (l)(1)(2). (page 8)</p> <p>Correction: The institution shall revise the approval statement verbiage in the catalog (page 8), to include the complete meaning of state approval by adding “that approval to operate means compliance with state standards as set forth in the California Private Postsecondary Education Act of 2009” pursuant to CEC § 94897(l)(1)(2).</p>
4	CEC §94909 (a)(15)	<p>Violation Description: The institution’s catalog includes the required transferability disclosure; however, nothing was inserted in the space referencing Credits, Degree, Diploma, or Certificate pursuant to CEC § 94909 (a)(15).</p> <p>Correction: The institution shall update the transferability disclosure in the catalog to include the appropriate choice of word inserted pursuant to CEC § 94909 (a)(15).</p>
5	CEC § 94909 (a)(5)	<p>Violation Description: The institution’s catalog includes a description of the programs offered however, it failed to include if there are any quizzes or final exams required for completion pursuant to CEC § 94909 (a)(5).</p> <p>Correction: The institution shall update the catalog program description(s) to include information relating to any quizzes or final exams required for completion pursuant to CEC §94909 (a)(15).</p>

Violation	Code Section Violated	Description of the violation and required correction.
6	CEC § 94909 (a)(8)(B) that is consistent with CEC § 94919 (d) and 5 CCR § 71750 (a)(3)	<p>Violation Description: The institution's catalog contains a cancellation withdrawal and refund policy that is not in compliance during the cancellation period pursuant to CEC § 94919 (d) (refer to the statement on page 14 indicating that the refund policy of books and supplies if opened are nonrefundable under any circumstances).</p> <p>Correction: The statement on page 14 in the catalog regarding the return of books and supplies shall be updated to comply with CEC § 94919 (d), in conjunction with 5 CCR § 71750 (a)(3).</p>
7	CEC § 94909 (a)(8)(B) that is consistent with CEC § 94919 (d)	<p>Violation Description: The institution's cancellation withdrawal and refund policies failed to comply with CEC § 94909 (a)(8)(B). The policy indicates that any tuition paid by a third-party payee other than federal aid is nonrefundable.</p> <p>Correction: The institution's cancellation withdrawal, and refund policies shall be revised pursuant to CEC § 94909 (a)(8)(B) and CEC § 94919 (d).</p>
8	CEC § 94909 (a)(10)	<p>Violation Description: The institution's catalog does not include a statement reporting whether the institution participates in federal and state financial aid programs, and if so, all consumer information required to be disclosed pursuant to CEC § 94909(a)(10).</p> <p>Correction: The institution's catalog shall be updated to include a statement reporting whether the institution participates in federal and state financial aid programs, and if so, all consumer information required to be disclosed pursuant to CEC § 94909(a)(10).</p>
9	5 CCR § 76215 (a)	<p>Violation Description: The institution's catalog failed to include the entire STRF disclosure verbatim pursuant to 5CCR § 76215 (a).</p> <p>Correction: The institution shall replace the STRF disclosure in the catalog with the complete and most recent version pursuant to 76215 (a).</p>

Violation	Code Section Violated	Description of the violation and required correction.
10	5CCR § 76215 (b)	<p>Violation Description: The institution's catalog failed to include the most recent STRF disclosure which includes the current address for the bureau pursuant to 5CCR § 76215 (b).</p> <p>Correction: The institution shall replace the STRF disclosure in the catalog with the complete and most recent version pursuant to 5CCR § 76215 (b).</p>
11	CEC § 94913 (5)	<p>Violation Description: The institution's website failed to include the most recent Annual Report submitted to the bureau, pursuant to CEC § 94913 (5).</p> <p>Correction: The institution shall post to the website the 2021 Annual Report pursuant to CEC § 94913 (5).</p>
12	5CCR § 71800 (e)(3)(4)(5)(6)(12) (f).	<p>Violation Description: The institution's enrollment agreement failed to separate and itemize all charges pursuant to 5CCR § 71800 (e)(3)(4)(5)(6)(12) (f).</p> <p>Correction: The institution's enrollment agreement shall be updated to include an itemized list of all charges as applicable pursuant to 5CCR § 71800 (e)(3)(4)(5)(6)(12) (f).</p>
13	5CCR § 76120	<p>Violation Description: The institution's enrollment agreement included the STRF fee as nonrefundable however, it failed to reflect the correct amount of STRF being collected pursuant to 5CCR § 76120.</p> <p>Correction: The institution shall update the enrollment agreement schedule of charges with the correct amount of STRF to collect which currently is \$2.50 per \$1000.00 institutional charges pursuant to 5CCR § 76120.</p>
14	5CCR § 76215 (a)	<p>Violation Description: The institution's enrollment agreement failed to include the entire STRF disclosure verbatim pursuant to 5CCR § 76215 (a).</p> <p>Correction: The institution shall replace the STRF disclosure in the enrollment agreement with the complete and most recent version pursuant to 76215(a).</p>


Violation	Code Section Violated	Description of the violation and required correction.
15	5 CCR § 76215 (b)	<p>Violation Description: The institution’s enrollment agreement failed to include the STRF disclosure verbatim, pursuant to 5CCR § 76215 (b) however, 5CCR § 76215 (b) is not required to be included in the enrollment agreement.</p> <p>Correction: The institution shall either replace the STRF disclosure in the enrollment agreement with the most recent version verbatim, or it may be removed entirely from the enrollment agreement as it is not required to be included pursuant to 5CCR § 76215 (b).</p>
16	CEC § 94897 (l)(1)(2))	<p>Violation Description: The institution’s website includes the approval statement however it failed to include complete verbiage in regard to the meaning of state approval pursuant to CEC § 94897 (l)(1)(2).</p> <p>Correction: The institution shall revise the approval statement verbiage on the website, to include the complete meaning of state approval by adding “that approval to operate means compliance with state standards as set forth in the California Private Postsecondary Education Act of 2009” pursuant to CEC § 94897 (l)(1)(2).</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:	Steven D. Jackson II
Bureau Compliance Analyst Name:	Laura Cheah
Bureau Compliance Analyst Signature:	

NOTICE TO COMPLY DECLARATION

CU-27726139-102023

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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