



## NOTICE TO COMPLY

### CA-84613594-01252024

Institution Name:	Medtek College Hayward	Institution Telephone:	(510) 432-0366
Institution Code:	84613594	Administrator Name:	Maricel Nguyen
Street Address:	3524 Breakwater Ave., Suite E Hayward, CA 94545	Inspection Date:	January 25, 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](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)(2)	<p><b>Violation Description:</b> The institution’s website is missing a School Performance Fact Sheet for 2021/2022.</p> <p><b>Correction:</b> The institution shall update the website to include a clear and conspicuous link to the school’s 2021/2022 School Performance Fact Sheet, pursuant to CEC § 94913 (a)(2).</p>
2	CEC § 94913 (a)(3)	<p><b>Violation Description:</b> The institution’s website fails to provide a copy of student brochures offered by the institution.</p> <p><b>Correction:</b> The institution shall update the website to include a link or image(s) of student brochures provided by the institution.</p>


Violation	Code Section Violated	Description of the violation and required correction.
3	CEC § 94897 (s)	<p><b>Violation Description:</b> The institution's website (<a href="https://www.medtekcollegehayward.com/transcripts">https://www.medtekcollegehayward.com/transcripts</a>) contains an unenforceable policy regarding academic transcripts will not be processed if there is a financial hold on the student's account. This statement does not comply with CEC § 94897 (s).</p> <p><b>CA Civ Code § 1788.93.</b>  <i>Notwithstanding any provision of law, a school shall not do any of the following:</i></p> <p>(a) <i>Refuse to provide a transcript for a current or former student on the grounds that the student owes a debt.</i></p> <p>(b) <i>Condition the provision of a transcript on the payment of a debt, other than a fee charged to provide the transcript.</i></p> <p>(c) <i>Charge a higher fee for obtaining a transcript, or provide less favorable treatment of a transcript request because a student owes a debt.</i></p> <p>(d) <i>Use transcript issuance as a tool for debt collection.</i></p> <p><b>Correction:</b> The institution shall remove the non-compliant statement from the website. The website must demonstrate compliance with CEC § 94897 (s).</p>
4	5 CCR § 76140 (a)(3)	<p><b>Violation Description:</b> The institution's 2023 2<sup>nd</sup> and 3<sup>rd</sup> Quarter STRF supporting documentation failed to contain record of the student's (3) email address.</p> <p><b>Correction:</b> The institution shall update their 2023 2<sup>nd</sup> and 3<sup>rd</sup> quarter STRF supporting documentation, pursuant to 5 CCR § 76140 (a)(3).</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:	Maricel Nguyen, Owner/Chief Academic Officer
Bureau Compliance Analyst Name:	Beverly Tjokrosoeharto
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.

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Signature

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Date

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Print Name and Title