



**NOTICE TO COMPLY**  
 CU-3704001-02272025

Institution Name:	New School of Architecture and Design	Institution Telephone:	(619) 684-8800
Institution Code:	3704001	Administrator Name:	Irene Moore
Street Address:	1249 F Street San Diego, CA 92101	Inspection Date:	February 27, 2025

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 § 94909 (a)(3)(D)	<p><b>Violation Description:</b> The institution’s 2024-2025 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 <a href="https://www.osar.bppe.ca.gov/">https://www.osar.bppe.ca.gov/</a>.”</p> <p><b>Correction:</b> The institution shall update its 2024-2025 catalog to include the above-mentioned statement pursuant to CEC § 94909 (a)(3)(D).</p>
2	5 CCR § 71810 (b)(13)(A)	<p><b>Violation Description:</b> The institution’s 2024-2025 catalog failed to state whether the institution has dormitory facilities under its control.</p>

Violation	Code Section Violated	Description of the violation and required correction.
		<p><b>Correction:</b> The institution shall update its 2024-2025 catalog to include a statement indicating whether the institution has dormitory facilities under its control.</p>
3	5 CCR § 71810 (b)(13)(B)	<p><b>Violation Description:</b> The institution's 2024-2025 catalog failed to state the availability of housing located reasonably near the institution's facilities and an estimation of the approximate cost or range of cost of the housing.</p> <p><b>Correction:</b> The institution shall update its 2024-2025 catalog to include a statement on the availability of housing located reasonably near the institution's facilities and an estimation of the approximate cost or range of cost of the housing.</p>
4	5 CCR § 71810 (b)(13)(C)	<p><b>Violation Description:</b> The institution's 2024-2025 catalog failed to have a clear and conspicuous statement on whether or not the institution has responsibility to find or assist a student in finding housing.</p> <p><b>Correction:</b> The institution shall update its 2024-2025 catalog to include a clear and conspicuous statement on whether or not the institution has responsibility to find or assist a student in finding housing.</p>
5	5 CCR § 71810 (b)(11)	<p><b>Violation Description:</b> The institution's 2024-2025 catalog fails to contain the approximate number of days that will elapse between the institution's receipt of student lessons, projects, or dissertations and the institution's mailing of its response or evaluation in its distance education programs.</p> <p><b>Correction:</b> The institution shall update its 2024-2025 catalog to include the approximate number of days that will elapse between the institution's receipt of student lessons, projects, or dissertations and the institution's mailing of its response or evaluation in its distance education programs pursuant to 5 CCR § 71810 (b)(11).</p>

Violation	Code Section Violated	Description of the violation and required correction.
6	CEC § 94913 (a)(2)	<p><b>Violation Description:</b> The institution’s website does not have a clear and conspicuous link to their 2022/2023 School Performance Fact Sheet for each educational program they offer.</p> <p><b>Correction:</b> The institution shall update its website to have a clear and conspicuous link to their 2022/2023 School Performance Fact Sheet for each educational program they offer.</p>
7	CEC § 94913 (a)(5)	<p><b>Violation Description:</b> The institution’s website does not have a clear and conspicuous link to their most recent annual report submitted to the Bureau.</p> <p><b>Correction:</b> The institution shall update its website to have a clear and conspicuous link to their most recent annual report submitted to the Bureau.</p>
8	CEC §94911(b)	<p><b>Violation Description:</b> The institution’s enrollment agreements for each program fails to clearly list the student’s obligation to the Student Tuition Recovery Fund as a nonrefundable charge.</p> <p><b>Correction:</b> The institution shall update its enrollment agreements to clearly list the student’s obligation to the Student Tuition Recovery Fund as a nonrefundable charge.</p>
9	5 CCR § 71800 (e)(11) in conjunction with 5 CCR § 76120(a)	<p><b>Violation Description:</b> The institution’s enrollment agreements for each program has the incorrect STRF fee. The new STRF fee is \$0.00 as of April 1, 2024.</p> <p><b>Correction:</b> The institution shall update its enrollment agreement to have the correct STRF amount.</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:	Irene Moore, Director of Compliance
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