



**NOTICE TO COMPLY**  
 CA-90285468-031924

Institution Name:	Sushi Chef Institute	Institution Telephone:	(310) 782-8483
Institution Code:	90285468	Administrator Name:	Fumio "Andy" Matsuda
Street Address:	1123 Van Ness Ave Torrance, CA 90501	Inspection Date:	3/19/24

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	5, CCR § 71810 (b)(1)	<p><b>Violation Description:</b> The institution’s 2024 catalog failed to contain the specific beginning and ending dates defining the time period covered by the catalog.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the missing specific beginning and ending dates pursuant to 5, CCR §71810 (b)(1).</p>
2	CEC §94909 (a)(2) in conjunction with § 94897 (I)	<p><b>Violation Description:</b> Although the institution’s 2024 catalog included a statement that the institution is a private institution that is approved by the bureau, the statement failed to define that approval to operate means compliance with state standards as set forth in the CEC and 5, CCR.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the above-mentioned approval statement pursuant to CEC § 94909 (a)(2) in conjunction with § 94897 (I).</p>

Violation	Code Section Violated	Description of the violation and required correction.
3	CEC § 94909 (a)(12)	<p><b>Violation Description:</b> The institution's 2024 catalog failed to contain a statement specifying whether or not the institution has a pending petition in bankruptcy, is operating as a debtor in possession, has filed a petition within the preceding five years, or has had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.).</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the missing statement pursuant to CEC § 94909 (a)(12).</p>
4	CEC § 94909 (a)(3)(B)	<p><b>Violation Description:</b> The institution's 2024 catalog failed to contain specific required language that encourages students to review the catalog and School Performance Fact Sheet prior to signing an enrollment agreement. "As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement."</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the missing statement pursuant to CEC § 94909 (a)(3)(B).</p>
5	5, CCR § 71810 (b)(2)	<p><b>Violation Description:</b> The institution's 2024 catalog failed to contain a statement of the institution's missions and purposes and the objectives underlying each of its educational programs.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the missing statement pursuant to 5, CCR § 71810 (b)(2).</p>
6	5, CCR § 71810 (b)(9)	<p><b>Violation Description:</b> Although the institution's 2024 catalog contained a description of the types of equipment and materials that will be used for instruction, the catalog failed to contain a description of the facilities used.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the missing statement pursuant to 5, CCR § 71810 (b)(9).</p>

Violation	Code Section Violated	Description of the violation and required correction.
7	5, CCR § 71810 (b)(10)	<p><b>Violation Description:</b> Although the institution’s 2024 catalog states the institution has a library, the catalog failed to contain a description of the library and the procedures for student access to those resources.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the missing description and policy pursuant to 5, CCR § 71810 (b)(10).</p>
8	CEC § 94909 (a)(3)(A)	<p><b>Violation Description:</b> Although the institution’s 2024 catalog contains the specific required language that directs students to the Bureau for unanswered questions, the statement failed to contain the current bureau address and phone number.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the correct bureau contact information pursuant to CEC § 94909 (a)(3)(A).</p>
9	CEC § 94909 (a)(8)(A), in conjunction with 5, CCR § 71770	<p><b>Violation Description:</b> Although the institution’s 2024 catalog states it has “not established a minimum level of education standard for admission to its school”, and defines its admission policy as, “All applicants will be screened and interviewed to determine their suitability as an enrolled student.”, the catalog fails to establish specific written standards for student admissions for each educational program.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include above-mentioned policy pursuant to CEC § 94909 (a)(8)(A) in conjunction with 5, CCR § 71770.</p>
10	CEC § 94909 (a)(8)(A)	<p><b>Violation Description:</b> The institution’s 2024 catalog failed to establish policies regarding the acceptance of credits earned at other institutions or through challenge examinations and achievement tests, requirements for ability-to-benefit students, and a list describing any transfer or articulation agreements between the institution and any other college or university that provides for the transfer of credits earned in the program of instruction.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the above-mentioned polices pursuant to CEC § 94909 (a)(8)(A).</p>

Violation	Code Section Violated	Description of the violation and required correction.
11	5, CCR § 71810 (b)(7) in conjunction with 5, CCR § 71770 (c)	<p><b>Violation Description:</b> The institution's 2024 catalog failed to contain the institution's policies and procedures for the award of credit for prior experiential learning, including assessment policies and procedures, provisions for appeal, and all charges that a student may be required to pay.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the above-mentioned policies pursuant to 5, CCR § 71810 (b)(7) in conjunction with 5, CCR § 71770 (c).</p>
12	5, CCR § 71810 (b)(4)(A)	<p><b>Violation Description:</b> Although the institution's 2024 catalog contain an English language proficiency requirement, the catalog failed to contain the level of English language proficiency required of students and the kind of documentation of proficiency, such as the Test of English as a Foreign Language (TOEFL), that will be accepted.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the above-mentioned policies pursuant to 5, CCR § 71810 (b)(4)(A).</p>
13	CEC § 94909 (a)(5)	<p><b>Violation Description:</b> Although the institution's 2024 catalog contain an English language proficiency requirement, the catalog failed to contain the level of English language proficiency required of students and the kind of documentation of proficiency, such as the Test of English as a Foreign Language (TOEFL), that will be accepted.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the above-mentioned policies pursuant to CEC § 94909 (a)(5).</p>
14	CEC § 94909(a)(14), in junction with 5, CCR § 76215 (a)(b)	<p><b>Violation Description:</b> Although page 25 of the institution's 2024 catalog contains some of the required verbatim STRF language, the catalog did not contain all of the required STRF language pursuant to 5, CCR §76215 (a)(b).</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the required verbatim statement pursuant to CEC § 94909(a)(14), in junction with 5, CCR § 76215 (a)(b).</p>

Violation	Code Section Violated	Description of the violation and required correction.
15	CEC § 94909 (a)(8)(B), in conjunction with CEC § 94920, and 5, CCR § 71750	<p><b>Violation Description:</b> The institution's 2024 catalog contains cancellation, withdrawal, and refund policies that are not compliant CEC § 94920, and 5, CCR § 71750.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the required cancellation, withdrawal, and refund policies pursuant to CEC § 94909 (a)(8)(B), in conjunction with CEC § 94920, and 5, CCR § 71750.</p>
16	CEC § 94909 (a)(10)	<p><b>Violation Description:</b> The institution's 2024 catalog failed to contain a statement reporting whether the institution participates in federal and state financial aid programs, and, if so, all consumer information that is required to be disclosed to the student pursuant to federal and state financial aid programs.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the above-mentioned policy pursuant to CEC § 94909 (a)(10).</p>
17	5, CCR § 71810 (b)(8)	<p><b>Violation Description:</b> The institution's 2024 catalog failed to contain standards for student achievement.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the above-mentioned policy pursuant to 5, CCR § 71810 (b)(8).</p>
18	CEC § 94909 (a)(8)(C)	<p><b>Violation Description:</b> The institution's 2024 catalog failed to contain probation and dismissal policies.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the above-mentioned policy pursuant to CEC § 94909 (a)(8)(C).</p>
19	CEC § 94909 (a)(8)(E)	<p><b>Violation Description:</b> The institution's 2024 catalog failed to contain leave-of-absence policies.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the above-mentioned policy pursuant to CEC § 94909 (a)(8)(E).</p>

Violation	Code Section Violated	Description of the violation and required correction.
20	CEC § 94909 (a)(13)	<p><b>Violation Description:</b> The institution's 2024 catalog failed to contain a description of the nature and extent of the placement services, if provided by the institution.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the above-mentioned policy pursuant to CEC § 94909 (a)(13).</p>
21	5, CCR § 71810 (b)(13)(B)	<p><b>Violation Description:</b> The institution's 2024 catalog failed to contain 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 catalog, to include the above-mentioned policy pursuant to 5, CCR § 71810 (b)(13)(B).</p>
22	5, CCR § 71810 (b)(15) in conjunction with CEC § 94900 (b)	<p><b>Violation Description:</b> Although the institution's 2024 catalog contained record keeping policies, the institution's policies failed to note the permanent record keeping requirements pursuant to CEC § 94900 (b).</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the above-mentioned policy pursuant to 5, CCR § 71810 (b)(15) in conjunction with CEC § 94900 (b).</p>
23	5, CCR § 74112 (d)(3)	<p><b>Violation Description:</b> The institution's 2024 catalog failed to identify the job classification(s) each program prepares its graduates for using the United States Department of Labor's Standard Occupational Classification codes, at the Detailed Occupation (six-digit) level.</p> <p><b>Correction:</b> The institution shall update its 2024 catalog, to include the above-mentioned policy pursuant to 5, CCR § 74112 (d)(3)</p>

Violation	Code Section Violated	Description of the violation and required correction.
24	CEC § 94909 (a)(3)(D)	<p><b>Violation Description:</b> The institution’s 2023 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 catalog, to include the above-mentioned statement pursuant to CEC § 94909 (a)(3)(D).</p>
25	5, CCR § 76215 (a)	<p><b>Violation Description:</b> The institution’s 2024 enrollment agreement failed to include the correct specific required language related to the Student Tuition Recovery Fund (STRF) according to 5, CCR § 76215 (a).</p> <p><b>Correction:</b> The institution shall update its 2024 enrollment agreement, to include the above-mentioned policy pursuant to 5, CCR § 76215 (a).</p>
26	CEC § 94911 (e)(2) in conjunction with CEC § 94920 (b)	<p><b>Violation Description:</b> The institution’s enrollment agreement contains unenforceable statements within the cancellation period that do not comply with CEC § 94920 (b). According to CEC § 94920 (b), the law identifies a reasonable deposit or application fee as the only non-refundable items within the cancellation period. The cancellation policy on page 11 implies that if students fail to return equipment within 30 days following the date they signed their cancellation notice, the institution will retain an amount equal to the equipment that was not returned.</p> <p><b>Correction:</b> The institution shall update the refund and cancelation policy in the enrollment agreement. The policy must demonstrate compliance with CEC § 94911 (e)(2) and CEC § 94920 (b).</p>



Violation	Code Section Violated	Description of the violation and required correction.
27	CEC § 94911 (i)(2)	<p><b>Violation Description:</b> Although the institution's enrollment agreement includes the required statements from CEC § 94911 (i)(2) on page 16, the institution failed to include a line for the student to initial.</p> <p><b>Correction:</b> The institution shall update the enrollment agreement to include the above-mentioned policy, pursuant to CEC § 94911 (i)(2).</p>
28	CEC § 94911 (k)	<p><b>Violation Description:</b> The institution's enrollment agreement failed to include the correct specific required statement above the space for the student's signature. "I understand that this is a legally binding contract. My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the institution's cancellation and refund policies have been clearly explained to me."</p> <p><b>Correction:</b> The institution shall update the enrollment agreement to include the above-mentioned policy, pursuant to CEC § 94911 (k).</p>
29	CEC § 94913 (a)(5)	<p><b>Violation Description:</b> The institution failed to post on its website clear and conspicuous links to the institution's most recent annual report submitted to the Bureau. According to Bureau records, the most recent annual report submitted is the 2022 Annual Report.</p> <p><b>Correction:</b> The institution shall update its website to include a clear and conspicuous link to the institution's 2022 Annual Report, pursuant to CEC § 94913 (a)(5).</p>

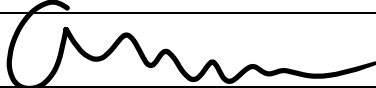
Pursuant to 5 CCR section 75010(d), the Institution may do either of the following:

- (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:	Andy Matsuda, CAO/Owner/Instructor
Bureau Compliance Analyst Name:	Alec Taub
Bureau Compliance Analyst Signature:	

## NOTICE TO COMPLY DECLARATION

CA-90285468-031924

Institution Name:	Sushi Chef Institute	Institution Telephone:	(310) 782-8483
Institution Code:	90285468	Administrator Name:	Fumio "Andy" Matsuda
Street Address:	1123 Van Ness Ave Torrance, CA 90501	Inspection Date:	3/19/24

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