



NOTICE TO COMPLY

CU-3401031-122023

Institution Name:	Western Truck School	Institution Telephone:	(916) 372-6500
Institution Code:	3401031	Administrator Name:	Michael S. Nord
Street Address:	2742 Industrial Blvd. West Sacramento, CA 95691	Inspection Date:	12/8/2023

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	5 CCR § 76140 (a)(4-7)(9-13)	<p>Violation Description: The Student Tuition Recovery Fund (STRF) substantiating data for Q3 2023 does not include the following:</p> <ul style="list-style-type: none"> • Local or Mailing Address • Address at the Time of Enrollment • Home Address • Date enrollment agreement signed • Amount of STRF assessment collected • Quarter in which the STRF assessment was remitted to the Bureau • Total Institutional Charges Charged • Total Institutional Charges Paid <p>Correction: Add the missing data points listed above to the STRF substantiating data for Q3 2023. Provide a copy of the updated STRF substantiating data for Q3 2023 that shows compliance with 5 CCR § 76140 (a)(4-7)(9-10)(12-13).</p>

Violation	Code Section Violated	Description of the violation and required correction.
2	CEC § 94913 (a)(2)	<p>Violation Description: The institution's website does not contain a School Performance Fact Sheet (SPFS) for the Class A or Class B Skills & Driving Development Program.</p> <p>Correction: Add to the website a SPFS for the Class A or Class B Skills & Driving Development Program for 2021-2022. Provide a link to the website showing compliance with CEC § 94913 (a)(2).</p>
3	5 CCR 71750 (f)	<p>Violation Description: The institution fails to provide a copy of the cancellation/withdraw log.</p> <p>Correction: Provide a copy of the institution's cancellation/withdrawn log to confirm compliance with 5 CCR 71750 (f).</p>
5	5 CCR 71320	<p>Violation Description: The institution fails to provide a copy of its self-monitoring procedures.</p> <p>Correction: Provide a copy of the institution's self-monitoring procedures showing compliance with 5 CCR 71320.</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:	Michael S. Nord
Bureau Compliance Analyst Name:	Luc Vang

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.

Signature

Date

Print Name and Title