



BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR
DEPARTMENT OF CONSUMER AFFAIRS • BUREAU FOR PRIVATE POSTSECONDARY EDUCATION
1747 N. Market Blvd., Suite 225, Sacramento, CA 95834
P (916) 574-8900 | Toll-Free (888) 370-7589 | www.bppe.ca.gov



February 2, 2023

Bernadette Abad
Medtek College Hayward
3524 Breakwater Ave, Suite E
Hayward, CA 94545

RE: Application for Approval to Operate for an Institution Non-Accredited #34127
Approval Granted – Institution Code: 84613594

Dear Bernadette Abad:

The Bureau for Private Postsecondary Education (Bureau) completed the review of your Application for Approval to Operate for an Institution Non-Accredited, #34127. The review included your application received on December 18, 2020, as well as all supplemental documentation received by the Bureau through January 30, 2023. The Bureau determined that your application complies with the minimum standards contained in the California Education Code (CEC) and the California Code of Regulations (CCR).

Approval to operate is granted effective February 2, 2023, with an expiration date of February 2, 2028.

Enclosed for your record is the Approved Educational Program List for your institution. Please post this approval information in a prominent location so prospective students and other interested parties are aware of your approval to operate.

Bureau records will reflect the following ownership for Medtek College Hayward (#####):

- Medtek College Hayward, LLC. (100%)
 - Maricel Nguyen (100%)

Your institution is required to maintain compliance with the CEC and CCRs of the Bureau and is subject to review by the Bureau staff at any time for the purpose of monitoring compliance with the provisions of the California Private Postsecondary Education Act of 2009.

If your institution is planning to establish a website, or already has a website, you must ensure the website complies with Bureau laws and regulations as provided on the attached Approved School Fact Sheet.

It is highly recommended that a representative from the school attend one of the Bureau's Compliance Workshops, which are held in locations across the State. These workshops are designed to provide institutions with information and guidance on how to remain in compliance with Bureau laws and regulations.

Medtek College Hayward
February 2, 2023
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Please refer to the attached flier for additional information regarding the workshops. Any failure to maintain compliance could affect your institution's approval status and could result in disciplinary action by the Bureau.

If you have questions regarding this application, please contact Forrest Rule at (279) 895-6081 or email at Ebony.Santee@dca.ca.gov. For all other Bureau inquiries, please contact (888) 370-7589 or bppe@dca.ca.gov.

Sincerely,



Ebony Santee
Education Administrator
Quality of Education Unit

Enclosures:

Approved Educational Program List
Approved School Fact Sheet



Approved Schools

Annual Fee

An approved school should expect to receive an Annual Fee Invoice within approximately 30 days of its approval date. The school will receive an Annual Fee Invoice that same month every year thereafter. The annual institutional fee is based on the annual gross revenue for each campus, derived from students in California. The minimum annual fee required for each campus is \$2,500. This fee is separate from the Renewal Fee that approved schools must pay every five years.

94930.5. Fee Schedule

Subject to Section 94930, an institution shall remit to the bureau for deposit in the Private Postsecondary Education Administration Fund the following fees, in accordance with the following schedule:

(d) (1) In addition to any fees paid to the bureau pursuant to subdivisions (a) to (c), inclusive, each institution that is approved to operate pursuant to this chapter shall remit both of the following:

(A) An annual fee for each campus designated by the institution as a main campus location in California, in an amount equal to 0.55 percent of the campus' total gross revenue derived from students in California, but not to be less than two thousand five hundred dollars (\$2,500) and not to exceed sixty thousand dollars (\$60,000).

(B) An annual campus fee for each branch of the institution in an amount equal to 0.55 percent of the branch's total gross revenue derived from students in California, but not to be less than two thousand five hundred dollars (\$2,500) and not to exceed sixty thousand dollars (\$60,000).

(2) The amount of the annual fees pursuant to paragraph (1) shall be proportional to the bureau's cost of regulating institutions under this chapter, but shall not exceed seven hundred fifty thousand dollars (\$750,000) for any institution.

Student Tuition Recovery Fund (STRF)

Effective April 1, 2022, the Student Tuition Recovery Fund (STRF) assessment rate was changed to \$2.50 per \$1,000. Approved institutions are required to complete and submit STRF Assessment Reporting Forms quarterly. Institutions will continue to be required to maintain all back-up documentation for STRF assessments as well. Schools will receive their quarterly STRF Invoice in the mail and should be returned to the Bureau by the due date listed on the form.

Annual Report

Approved schools are required to submit an Annual Report to the Bureau by December 1st of each year. The Annual Report must include specific financial documents along with links to the school's Web site, enrollment agreement, catalog, and Performance Fact Sheet.

Student Records

All approved schools must ensure a custodian of records for safekeeping of their student's records and transcripts.

Stay Connected

For additional information, please visit the Bureau's Web site at www.bppe.ca.gov. There, schools can request to receive updates via e-mail or find links to the Bureau's Facebook and Twitter pages.

Closed Schools

In the unfortunate event that a school closes or becomes aware of the need to close, the school must contact the Bureau's Closed School Unit at least 30 days prior to closing to advise about its plans, and/or pursuant to Title 5, California Code of Regulations, section 76240, in order to provide the Bureau with a closure plan. For your convenience, a voluntary School Closure Plan Form is available on the Bureau's website (http://www.bppe.ca.gov/schools/success_closure.shtml). If a school closes, the school is responsible to refund the students as required by law.

State or Federal Financial Aid

All approved schools that become eligible for any form of Title IV funding, State funding, Veterans funding etc. should submit written notification to the Bureau to update the school's records.

Accreditation

If an approved school becomes accredited, the institution should submit written notification along with a copy of the accreditor's approval to the Bureau to update the school's records. Any school that is accredited, and loses their accreditation, should also communicate such information to the Bureau via written notification.



Business, Consumer Services and Health Agency - Division of Adult Education

Bureau for Private Postsecondary Education
1747 N. Market Blvd. Ste 225 Sacramento, CA 95834
P.O. Box 980818, West Sacramento, CA 95798-0818
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Substantive Changes

If an institution intends to make a substantive change to its approval to operate, the institution shall receive prior authorization from the bureau. Except as provided in subdivision (a) of Section 94896, if the institution makes the substantive change without prior bureau authorization, the institution's approval to operate may be suspended or revoked. (CEC §94893)

The following changes to an approval to operate are considered substantive changes and require prior authorization (CEC §94894):

- A change in educational objectives, including an addition of a new diploma or a degree educational program unrelated to the approved educational programs offered by the institution.
- A change in ownership.
- A change in control.
- A change in business organization form.
- A change of location.
- A change of name.
- A significant change in the method of instructional delivery.
- An addition of a separate branch more than five miles from the main or branch campus.

Non-Substantive Changes

5 CCR §71660. Notification of Non-Substantive Changes.

An institution shall notify the Bureau of a non-substantive change including: change of location of less than 10 miles; addition of a program related to the approved programs offered by the institution; addition of a new branch five miles or less from the main or branch campus; addition of a satellite; and change of mailing address. All such notifications shall be made within 30 days of the change and sent to the Bureau, in writing, to the address listed in section 70020.

Note: Authority cited: Sections 94803 and 94885, Education Code. Reference: Sections 94823.5, 94893, 94894, 94895 and 94896, Education Code.



Bureau for Private Postsecondary Education

Department of Consumer Affairs

BPPE Workshop Information

The Bureau for Private Postsecondary Education (BPPE) is now hosting free application and compliance workshops. For upcoming BPPE workshop information, please refer to the below links:

Application Workshop Information

https://www.bppe.ca.gov/schools/application_workshops.shtml

Compliance Workshop Information

https://www.bppe.ca.gov/enforcement/compliance_workshops.shtml

School Performance Fact Sheet (SPFS) Workshops

https://www.bppe.ca.gov/schools/school_perf_workshops.shtml



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Approved Educational Program List

In accordance with the provisions of California Education Code 94866 or 94890, the Bureau for Private Postsecondary Education approves:

Medtek College Hayward

**3524 Breakwater Ave., Suite E
 Hayward, CA 94545**

**School Code #: 84613594
 Site Type: Main**

to offer the following program(s)/course(s):

| <u>Program Name</u> | <u>Length of Instruction</u> | <u>Program Approved</u> | <u>Program Type</u> | <u>Distance Learning</u> |
|-------------------------------|------------------------------|-------------------------|---------------------|--------------------------|
| Sterile Processing Technician | 120.00 Hours | 02/02/2023 | Non-Degree | No |

Non-Degree (Vocational) Programs/Courses: 1
 Total Programs/Courses: 1

The program list above represents all currently approved educational programs for this institution. The Main, Branch, or Satellite locations of this institution may offer any subset of this list.

Ebony Santee, Education Administrator

This document is valid if all fees are current. Subject to earlier termination in accordance with the law.