



Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833
P.O. Box 980818, West Sacramento, CA 95798-0818
P (916) 431-6959 F (916) 263-1897 www.bppe.ca.gov



May 26, 2016

Asaf Wolff
University of the People
225 S. Lake Avenue Suite 300
Pasadena, CA 91101

RE: Approval to Operate an Accredited Institution – Application #29245
Institution Code: 93197836

Dear Asaf Wolff:

The Bureau for Private Postsecondary Education (Bureau) completed the review of your application for approval to operate an accredited institution, received on May 9, 2016. The information included with the application was determined to be in compliance with the requirements of Title 5, California Code of Regulations (CCR) section 71390. Therefore, University of the People is granted approval to operate under the terms of California Education Code (CEC) section 94890(a)(1) until January 31, 2018, per CEC section 94890(b).

This approval is coterminous with the institution's term of accreditation granted by the Distance Education Accrediting Commission (DEAC).

University of the People is approved to offer the programs on the most recent "Approved Educational Program List" at 225 S. Lake Avenue, Pasadena, CA 91101. Please post this approval information in a prominent location so prospective students and other interested parties are aware of your approval to operate.

University of the People is required to maintain compliance with the California Private Postsecondary Education Act of 2009 and Title 5, California Code of Regulations 7.5 Private Postsecondary Education and is subject to inspection by Bureau staff at any time for the purpose of monitoring compliance.

Ownership information: Bureau records will reflect the following ownership for University of the People:

University of the People 100%

If you require additional assistance on this matter, please contact Kimberly Harris at Kimberly.Harris@dca.ca.gov or (916) 431-6918.

Sincerely,

JEFF MACKEY, Manager
Licensing Unit

Enclosures



Business, Consumer Services, and Housing Agency - Edmund G. Brown Jr., Governor
Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833
P.O. Box 980818, West Sacramento, CA 95798-0818



Approved Educational Program List

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

University of the People

*225 S. Lake Avenue
Pasadena, CA 91101*

*School Code #: 93197836
Site Type: Main*

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

<u>Program Name</u>	<u>Program Approved</u>	<u>Program Type</u>
Associate of Science in Business Administration	08/05/2011	Degree
Associate of Science in Computer Science	08/05/2011	Degree
Associate of Science in Health Studies - Community and Public Health Track	05/26/2016	Degree
Bachelor of Science in Business Administration	08/05/2011	Degree
Bachelor of Science in Computer Science	08/05/2011	Degree
Bachelor of Science in Health Studies - Community and Public Health Track	05/26/2016	Degree
Master of Business Administration in Management	08/05/2011	Degree

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.

Leeza Rifredi, Manager

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

Approved Program List

School Name: University of the People

School Code: 93197836 (Institution Code: 93197836.....Site Type: Main)

<u>Program Name</u>	<u>Program Approved</u>	<u>Program Type</u>
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Degree Programs: 7

Total Programs/Courses: 7

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.

Leeza Rifredi

Leeza Rifredi, Manager

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



Department of Consumer Affairs

Bureau for Private Postsecondary Education

2016 BPPE Compliance Workshops

INFORMATION

For specific locations at which the presentation will be offered and details on how to register, please visit our website, www.bppe.ca.gov.



C, O, M, P, L, I, A, N, C, E,

Learn how to remain in compliance with California's Laws and Regulations regarding private postsecondary institutions.

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SF Bay Area Region



Los Angeles Region



Sacramento



Fresno



San Diego



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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 institution's annual gross revenue. This fee is separate from the Renewal Fee that approved schools must pay every five years.

Student Tuition Recovery Fund (STRF)

Effective January 1, 2015, the Student Tuition Recovery Fund (STRF) assessment rate was changed to zero (\$0) per \$1,000. Approved institutions are required to complete and submit STRF Assessment Reporting Forms quarterly, even though they will no longer be collecting STRF assessments. 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 September 1st of each year. The Annual Report must include specific financial documents along with links to the school's Web site, 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 should contact the Bureau's Closed School Unit at (916) 431-6959 as soon as possible. The school must also download a School Closure Plan Form from the Bureau's Web site and submit the completed form to the Bureau. If a school closes, the school is responsible to refund the students as required by law.



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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.



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Institutions Approved by means of Accreditation

All approved institutions are required to maintain compliance with the California Private Postsecondary Education Act of 2009 and Title 5, California Code of Regulations 7.5 Private Postsecondary Education and is subject to inspection by Bureau staff at any time for the purpose of monitoring compliance.

Please ensure your institution's enrollment agreement, catalog, School Performance Fact Sheet, and all other documents, policies, etc. comply with the California Private Postsecondary Education Act of 2009 and Title 5, California Code of Regulations 7.5 Private Postsecondary Education. To assist, you can find compliance tools on the Bureau's website at the following link:
http://www.bppe.ca.gov/schools/comp_tools.shtml

Compliance tools include:

- Ability-to-Benefit Examination
- Alternative Refund Calculations
- Catalog Checklist
- Enrollment Agreement Checklist
- Video: Creating a Catalog
 - Information Needed Word for Word
 - Required Information
 - Information Not Allowed
 - Top 5 Mistakes Found in Catalogs
- Video: Creating a Performance Fact Sheet
 - Definitions
 - Required Information
 - Calculations
 - Sample SPFS

In addition to maintaining compliance, here is some additional information to assist you in understanding what to expect after receiving an approval to operate.

Annual Fee

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