

ADDENDUM D

Self-Monitoring Procedures

South Coast College makes every effort to inform its students, faculty, and staff of currency in the policies and procedures that are implemented by the Bureau for Private Post Secondary Education (BPPE).

The Chief Operating Officer regularly reviews pertinent BPPE laws and regulations with its paralegal instructors that affect the operations of the school. These would include the California Private Postsecondary Education Act of 2009, SB Bill 1192, Student Tuition Recovery Fund, Title 5, Division 7.5 California Code of Regulations, and Disciplinary Guidelines.

In the weekly meetings, the Chief Operating Officer discusses BPPE updates on its policies and procedures that affect the operation of the school. Documentation of any changes in the school policies and procedures affected are reflected in the school catalog accordingly. In instances where BPPE policies and procedures have been implemented before the publication of a new catalog, the Administration Office will bring these to the attention of the students, faculty, and staff through the following: Notification in the Orientation and Updates Team and through special notifications in Teams when the student body is affected.

These same procedures are followed for adherence to the other entities to which we report: DOE, ACCSC, NCRA, and so on.