



Accrediting Commission of Career Schools and Colleges

2101 Wilson Boulevard, Suite 302
Arlington, Virginia 22201
703.247.4212
703.247.4533 fax
www.accsc.org

July 19, 2019

ELECTRONIC DELIVERY

██████████
President
Mt. Sierra College
800 Royal Oaks Drive
Monrovia, California 91016

██████████
██████████
School #M069267

Dear ██████████:

The Accrediting Commission of Career Schools and Colleges (ACCSC) is aware that Mt. Sierra College located in Monrovia, California precipitously closed on June 24, 2019. According to ACCSC's records, at the time of closure the school closed without an approved teach-out plan while on Probation with ACCSC.¹

Section VII (P)(5) and Section VII (Q)(4) Rules of Process and Procedure, Standards of Accreditation state that a school will be considered to have had its accreditation withdrawn if the school closes without notification or closes without an ACCSC approved teach-out plan that the school faithfully executes. Accordingly, the Commission considers Mt. Sierra College as having its accreditation withdrawn by ACCSC effective June 24, 2019.

In accordance with *Section X, Rules of Process and Procedure, Standards of Accreditation*, the reasons for the Withdrawal are made public and provided to the U.S. Department of Education, appropriate state agencies, and appropriate accrediting agencies. Moreover, any owner or school manager shall be responsible for disclosing his or her affiliation with a school that had its accreditation withdrawn in any future application for accreditation or application to participate in any federal or state student financial aid program as may be requested or required.

TEACH-OUT PLAN

Pursuant to federal law, an accrediting agency recognized by the U.S. Department of Education must require a teach-out plan from an institution subject to an adverse accreditation decision to withdraw accreditation. Although the school is closed, in the Commission's estimation the school's responsibility to ensure the completion of each student's training program has not ceased. Therefore, in accordance with *Section IV (F)(1)(c) Rules of Process and Procedure, Standards of Accreditation* the Commission requires that Mt. Sierra College to submit an updated completed ACCSC Institutional Teach-Out Plan Approval Form,² **on or before July 29, 2019.**

APPEAL AND REAPPLICATION PROCESS AND PROCEDURE

Mt. Sierra College may opt to appeal the Commission's decision to withdraw accreditation. Details regarding the appeal procedures are outlined in the *ACCSC Rules of Process and Procedures, Standards of Accreditation*.

- If the school elects to appeal this withdrawal, the school must sign and return the enclosed Letter of Intent to Appeal a Commission Decision, along with the Appeal Expense Fee of \$6,000.00, **on or before July 29, 2019.**

¹ See June 6, 2019 Probation letter at http://www.accsc.org/UploadedDocuments/1964/1963/Mt-20Sierra-20College-20069267_Redacted.pdf

² Available online at: <http://www.accsc.org/Content/FormsAndReports/FormsAndReports.asp>

- If the school elects to appeal this withdrawal, the school's Application for Appeal of a Commission Decision and Grounds for Appeal must be submitted **on or before August 18, 2019**
- If the school elects not to appeal this withdrawal, the Commission's decision to withdraw the school's accreditation as of **June 24, 2019** will become final. The school may submit comments **on or before July 29, 2019** in accordance with the enclosed Public Comment Disclosure Form. Comments submitted by a school will accompany any public disclosure of a final Commission action pursuant to *Section X (D)(4), Rules of Process and Procedure, Standards of Accreditation*.

For additional information regarding the Commission's decision, please contact me directly at

[REDACTED]

Sincerely,

[REDACTED]

Michale S. McComis, Ed.D.
Executive Director



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LETTER OF INTENT TO APPEAL A COMMISSION DECISION

To Be Submitted No Later Than July 29, 2019

Dear Dr. McComis:

This letter serves to provide notice that Mt. Sierra College located in Monrovia, California intends to appeal the recent decision of the Commission to withdraw the school's accreditation and remove the school from the list of ACCSC-accredited institutions. Attached is a check in the amount of \$6,000.00 as required by accreditation procedures. I understand that this fee is non-refundable.

I understand that the ACCSC Appeals Panel will meet to consider the appeal of the school and that I will receive final confirmation of the hearing at a later date. I have reviewed *Section VIII, Rules of Process and Procedure* of the *Standards of Accreditation* pertaining to appeals and noted that I am entitled to a transcript of the proceedings and to have representatives, including legal counsel, present with advance notification to ACCSC.

I understand that it is the right of a school to appeal an adverse action taken by the Commission on the grounds that the decision was arbitrary, capricious, or otherwise in disregard of the criteria or procedures of the Commission, or not supported by substantial evidence in the record on which the Commission took the action (*Section VIII (B), Rules of Process and Procedures, Standards of Accreditation*). I understand that because the appeal must be based on evidence in the record at the time that the Commission took the adverse action, no new evidence may be submitted during the appeal process, other than information related to the financial solvency and condition of the school.

I understand it is the right of a school intending to appeal a Commission decision to indicate whether there is good cause as to why any member of the Commission's Standing Appeal Panel should not hear the appeal. I have reviewed the list of Standing Appeal Panel members and have included with this notice any objections to any member of the Standing Appeal Member with the reasons and cause why I believe a member should not hear the school's appeal. I understand the absence of a submission with this notice indicates my approval to allow any member of the Standing Appeal Panel to sit for the school's appeal.

I understand that the Application for Appeal of Commission Decision with the school's Grounds for Appeal are due to ACCSC **on or before August 18, 2019**, and I agree to submit that material on or before that date. I understand that failure to submit these required documents by the due date could prevent consideration of the school's appeal.

Signature

Date

Name/Title



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STANDING APPEALS PANEL MEMBERS

Commission Member	Affiliation	Term Ending
Paul Bott, Ed.D.	Paul Bott Associates, Inc. Los Alamitos, California Public Member	2020
Nancy Bradley	Daytona College Ormond Beach, Florida School Member	2020
Mary Cano	Western Technical College El Paso, Texas School Member	2022
Christine Cote	Perry Technical Institute Yakima, Washington School Member	2022
Rob Hansen, Ed.D.	Kean University Union, New Jersey Public Member	2022
Paul Fitzgerald	Erie Institute of Technology Erie, Pennsylvania School Member	2019
Jenna Langer	The Los Angeles Film School Los Angeles, California School Member	2022
Timothy McMahon	Triangle Tech Pittsburgh, Pennsylvania School Member	2020
Weyland Morse, J.D.	Pathways College Woodland Hills, California Public Member	2022
Vikram Sethi, Ph.D.	Wright State University Dayton, Ohio Public Member	2022
Raymond Tuttle, Ph.D.	University of Mary Washington Fredericksburg, Virginia Public Member	2020

PUBLIC COMMENT DISCLOSURE FORM

To Be Submitted No Later Than July 29, 2019

Michale S. McComis, Ed.D.
Executive Director
ACCSC
2101 Wilson Boulevard, Suite #302
Arlington, Virginia 22201

RE: Mt. Sierra College
800 Royal Oaks Drive
Monrovia, California

Dear Dr. McComis:

I understand and agree that the Commission, pursuant to *Section X (C)(4)&(D)(4), Rules of Process and Procedure, Standards of Accreditation*, will make public a summary of the reasons for the decision together with any comments submitted by the school. I further understand that the summary will be accompanied by the attached comments.

I understand and agree that the attached comments constitute Mt. Sierra College's public comments on the adverse accreditation action that are to be disseminated with the public notice of the Commission's adverse accreditation decision including, but not limited to, dissemination to appropriate federal, state and other accrediting agencies and posting to the ACCSC website (*Section X (C)(4)&(D)(4), Rules of Process and Procedure, Standards of Accreditation*).

I understand and agree that the school is not obligated to submit public comments and acknowledge that the attached comments are provided voluntarily.

I understand and agree that the public comments must be in summary format, professional in tone, and free of profanity and calumnious statements. I acknowledge that any comments which do not meet these requirements will not be disseminated or posted along with the summary of the reasons for the adverse accreditation decision.

I understand and agree that the Commission will release its summary of the adverse accreditation decision to the public pursuant to the Commission's *Rules of Process and Procedure, Standards of Accreditation* and that the school's written comments will not be added to this disclosure if this form and comments are not submitted in the required format **on or before July 29, 2019.**

I understand and agree that the Commission has no responsibility for how the school's comments may be used once they are put in the public domain.

Signature

Date

Name/Title