

JOE LOMBARDO
Governor

STATE OF NEVADA

KELLY D. WUEST
Commission Administrator

CHRISTOPHER SEWELL
Director

KRISTINE NELSON
Administrator



**DEPARTMENT OF EMPLOYMENT, TRAINING AND REHABILITATION
EMPLOYMENT SECURITY DIVISION
500 E. THIRD STREET
CARSON CITY, NEVADA 89713-0001**

Nevada Commission on Postsecondary Education

NOTICE OF PUBLIC MEETING

Post Date: May 7, 2026

The Commission on Postsecondary Education will conduct a meeting on **May 13, 2026**, commencing at 9:00 a.m., at the locations listed below and via videoconferencing:

THIS MEETING WILL BE HELD VIA VIDEOCONFERENCE AND IN PERSON

The public may observe this meeting and provide public comment during the public comment section on Zoom or in person at:

Live Meeting:

DETR – Stan Jones Building, Conf. Room C
2800 E. St. Louis Avenue
Las Vegas, NV 89104

Zoom Meeting:

Join Zoom Meeting

[Link to the Zoom meeting](#)

Meeting ID: 844 4068 4733

Passcode: 236881

Dial by your location:

- | | |
|------------------------------------|-----------------------------|
| • +1 206 337 9723 US (Seattle) | • 888 475 4499 US Toll-free |
| • +1 213 338 8477 US (Los Angeles) | • 833 548 0276 US Toll-free |
| • +1 253 205 0468 US | • 833 548 0282 US Toll-free |
| • 833 548 0282 US Toll-free | • 833 928 4608 US Toll-free |
| • 833 928 4608 US Toll-free | • 833 928 4609 US Toll-free |

According to NRS 241.020, Meeting Materials are available at:

https://detr.nv.gov/page/public_meetings

The Commission may take items out of order; combine two or more items for consideration; remove an item from the agenda; or delay discussion on any item. The Commission will take public comment at the beginning and end of this meeting and may allow public comment after conclusion of any contested case or quasi-judicial proceedings that may affect the due process rights of an individual. The Commission will limit public comment to three minutes. Written submissions may be considered. While there will be no restriction on comments based on viewpoint, repetitive comments may be limited.

AGENDA

General Business

- A. Call to Order -----Informational
- B. Public Comment Phone Option Instructions -----Informational
- C. Public Comment-----Informational
Chair may limit public comment to 3 minutes per speaker but may not restrict comment based upon viewpoint. No action may be taken upon a matter raised under the public comment period, unless the matter itself has been specifically included on this agenda as an action item.
- D. Review Written Comments -----Informational
- E. Confirmation of Posting and Opening Meeting Compliance -----Informational
- F. Roll Call and Confirmation of Quorum -----Informational
- G. Adoption of Agenda -----For possible action
- H. Approval of February 4, 2026, Minutes -----For possible action
- I. Administrator's Report -----Informational

Applicants for consideration of Full Term Licensure

- J. NCLab -----For possible action
- K. Pretty in Ink -----For possible action
- L. Southern States University -----For possible action

Applicants for consideration of an Initial Provisional License

- M. AM Massage Academy ----- For possible action
- N. William's Academy ----- For possible action

Comments

- O. Public Comment----- Informational
Chair may limit public comment to 3 minutes per speaker but may not restrict comment based upon viewpoint. No action may be taken upon a matter raised under the public comment period unless the matter itself has been specifically included on this agenda as an action item.

Adjournment

- P. Adjournment -----For possible action

A copy of the meeting Notice and Agenda can be requested either in person or by written request to the Commission on Postsecondary Education, 2800 E. St. Louis Avenue, Las Vegas, Nevada 89104; email at dikajatt@detr.nv.gov; or telephone Devon Kajatt at (702) 486-2805 or fax request to (702) 486-7340. Copies of pertinent documents will also be made available on the CPE and DETR website at: <http://cpe.nv.gov> and <http://detr.nv.gov>.

NOTE: Written comments must be received by the Commission on Postsecondary Education on or before May 12, 2026, at the following address:

Department of Employment, Training and Rehabilitation
Employment Security Division
Commission on Postsecondary Education
Attn: Devon Kajatt
2800 E. St. Louis Avenue
Las Vegas, NV 89104
Or via e-mail at dikajatt@detr.nv.gov

NOTE: Persons with disabilities who require reasonable accommodations or assistance at the meeting should notify the Commission on Postsecondary Education in writing at 2800 E. St. Louis Avenue, Las Vegas, Nevada 89104, or contact Devon Kajatt at (702) 486-2805 or e-mail dikajatt@detr.nv.gov (*for individuals who are deaf or have hearing disabilities, dial TTY (800) 326-6868 or 711 for Relay Nevada*) or send a fax to (702) 486-7340 within 72 hours of meeting date and time. Supporting materials as provided for in NRS 241.020(5) may be obtained by contacting Devon Kajatt at the above-noted contact information.

Notice of this meeting was mailed to groups and individuals as requested at the following locations on or before 9 a.m. on the 3rd working day prior to the scheduled meeting date.

1. Commission on Postsecondary Education principal office at, 2800 E. St. Louis Avenue, Las Vegas, NV 89104
2. EmployNV, 3405 S. Maryland Parkway, Las Vegas, NV 89169
3. Nevada Building, Governor's Office, 1 State Way, Las Vegas, NV 89119

Notice of this meeting was posted on the Internet on the following websites: DETR's Public Notices website at: http://detr.nv.gov/Page/PUBLIC_NOTICES, the State of Nevada's Public Notices website at: <https://notice.nv.gov/>, the Commission on Postsecondary Education page at www.cpe.nv.gov.

**DRAFT MINUTES
STATE OF NEVADA
EMPLOYMENT SECURITY DIVISION
COMMISSION ON POSTSECONDARY EDUCATION**

NEVADA COMMISSION ON POSTSECONDARY EDUCATION MINUTES

THIS MEETING WAS HELD VIA VIDEOCONFERENCE AND IN PERSON

The public may observe this meeting and provide public comment during the public comment section on Zoom or in person at:

Live Meeting:

DETR –Stan Jones Building
Conference Room C
2800 E. St. Louis Avenue
Las Vegas, NV 89104

Live Meeting:

EmployNV – Reno Town Mall
4001 S. Virginia Street
Reno, NV 89502

Zoom Meeting:

Topic: CPE Quarterly Commission Meeting
Time: February 4, 2026, 9:00 AM Pacific Time (US and Canada)

Zoom Meeting:

Join Zoom Meeting

<https://nvdetr-org.zoom.us/j/84955841194?pwd=HxwaAIP3BPiq5T82azQuyEkWiPXWHn.1>

Meeting ID: 849 5584 1194

Passcode: 986597

Dial by your location:

- +1 206 337 9723 US (Seattle)
- +1 213 338 8477 US (Los Angeles)
- +1 253 205 0468 US
- 833 548 0282 US Toll-free
- 833 928 4608 US Toll-free
- 888 475 4499 US Toll-free
- 833 548 0276 US Toll-free
- 833 548 0282 US Toll-free
- 833 928 4608 US Toll-free
- 833 928 4609 US Toll-free

Staff Present During Video Conference

Kelly Wuest, CPE Administrator
Maricris Wu, CPE Education Specialist
Susan Beckett, CPE Compliance Investigator I
Devon Kajatt, CPE Administrative Assistant III

Commissioners Present During Video Conference Meeting

Dr. Thomas Kenny, Chair
Sharon Frederick, Vice Chair
Kara Abe
Dr. Randall Kirner
Peter Mikhail
Jon Ponder
Jessica Todtman

Commissioners Absent During Video Conference Meeting

Sherida Devine (excused)

Members of the Public, Educational Institutions, and Other Agencies Present

Arlo Thompson, Las Vegas Bartending School
Charles Mgrdichian, Director of Operations, National Polytechnic College
Sylvia Espin, Regional Campus Director, National Polytechnic College
Matt Pfau, Owner, Paralegal Institute
Amanda Roswell, Paralegal Institute
Alejandro Dawson, Owner, Sound Connect
Steve Sebree, Owner, Unity Dental Assisting
John Pinnington, Owner, Vegas Print School
Jeremiah Sawyer, Hands On HVAC School
Mary Olson, Deputy Attorney General, Office of the Attorney General
Fede Inchauspe, Owner/Operator, Reno Medical Assistant School
Haylee Stephens, Compliance Manager, Reno Medical Assistant School
Jie Laing, Owner, Stone Sports Swim School and Scuba Dive Center
Robert Laing, Course Director, Stone Sports Swim School and Scuba Dive Center
Qi "Lilly" Fang, Owner, BlueJay Education, LLC
Sandy Anderson, former Executive Director, Nevada State Board of Massage Therapy
Tina Mark, Consultant, BlueJay Education, LLC
Thomas Kenny, Chief Information Officer & Dental Assisting Program Director, Northwest Career College
Leigha Bentz, Director of Regulatory Affairs, Ember
Susan Drossulis, Dean of Nursing, Carrington College Reno
Deborah Payne, Assistant Dean of Nursing, Carrington College Reno

STATE OF NEVADA
EMPLOYMENT SECURITY DIVISION
COMMISSION ON POSTSECONDARY EDUCATION
MINUTES

February 4, 2026 – 9:00 AM PDT

Call to Order

The meeting was held via Video Conference; via Zoom; and in person, DETR – Stan Jones Building, 2800 E. St. Louis Avenue, Las Vegas, Nevada, 89104; and EmployNV – Reno Town Mall, 4001 S. Virginia Street, Reno, Nevada, 89502. The meeting was called to order by Commissioner Thomas Kenny at approximately 9:03 AM.

Public Comment Phone Option Instructions

For members of the public please note the options for attending this zoom meeting are via web and phone:

Meeting ID: 849 5584 1194

Passcode: 986597

888 475 4499 US Toll-free

833 548 0276 US Toll-free

833 548 0282 US Toll-free

833 928 4608 US Toll-free

833 928 4609 US Toll-free

Public Comments

Devon Kajatt confirmed no one was physically present in the conference room, in the Zoom meeting, or via the phone for public comment.

Written Comments

Devon Kajatt confirmed that no written comments were received.

Confirmation of Posting

Devon Kajatt confirmed that notice was provided for this meeting pursuant to Nevada's Open Meeting Law, NRS 241.020, and confirmation of posting was received. The Commission was in compliance with Nevada's Open Meeting Law.

Roll Call

- Commissioner Chair Kenny – Present
- Commissioner Vice-Chair Frederick – Present
- Commissioner Abe – Present
- Commissioner Kirner – Present
- Commissioner Mikhail – Present
- Commissioner Ponder – Present
- Commissioner Todtman – Present
- Commissioner Devine- Absent (excused)

Administrator Kelly Wuest took roll verbally. Quorum was confirmed.

Adoption of Agenda

Motion: Commissioner Kenny – motion to approve adoption of Agenda for February 4, 2026.

Second: Commissioner Mikhail.

Discussion: None.

Results: The agenda was adopted. (Commissioners Devine, Kirner, and Todtman were absent for the vote.)

Approval of November 5, 2025, Minutes

Motion: Commissioner Kenny– Motion to approve the minutes for the November 5, 2025, meeting.
Second: Commissioner Mikhail.
Discussion: None.
Results: The motion carried. (Commissioners Devine, Kirner, and Todtman were absent for the vote.)

Administrator's Report

Administrator Wuest gave the Administrator's Report as submitted. The biggest change for staff in the last quarter was that CPE moved from its location at 3405 S. Maryland Parkway to the Stan Jones Building on East St. Louis Avenue.

Regarding CPE's Veterans Affairs (VA) Cooperative Agreement, CPE received a cost-of-living adjustment (COLA) in early January, for an additional \$5,467. The agency is on track, so far, for FY26, as the COLA amount received returned CPE to where it had been at the end of last fiscal year. Additionally, CPE is planning a School Certifying Official (SCO) conference scheduled to be held in June 2026. Finally, CPE's VA Education Specialist will attend the national conference in Washington, D.C., beginning this weekend.

The only school closure affecting CPE last quarter was Assist to Succeed Northern Nevada. This closure was discussed during the Commission's last meeting on November 5, 2025. The institution submitted all required records, and CPE has totally closed out the institution.

Twenty-six institutions still have not submitted Q4 Quarterly Reports. So far, CPE shows 7,909 new students for the quarter. As of our meeting last quarter, CPE counted about 10,000 students, but the final tally was 12,631 students, the highest fall enrollment in CPE history.

The agency received and processed several student complaints last quarter, partially due to recent downsizing at the U.S. Department of Education. CPE received a lot of calls about federal financial aid, including several calls from students attending Nevada System of Higher Education (NSHE) schools. Student complaints related to financial aid seem to be an indicator of a changing economy. Staff have noted that when the economy starts becoming a little rough, students begin complaining more. In addition to complaints about money and financial aid CPE also received one complaint related to the Americans with Disabilities Act (ADA), for a total of four student complaints. Three of the complaints have already been closed; the other is scheduled for a hearing later in the meeting.

Applicants for Consideration of Full-Term Licensure

Las Vegas Bartending School

Testified: Arlo Thompson, Owner, Las Vegas Bartending School, testified that he was excited and ready to move forward in the licensing process.
Discussion: None.
Motion: Commissioner Kenny – that Las Vegas Bartending be granted a full-term license.
Second: Commissioner Mikhail.
Results: The motion carried. (Commissioners Devine, Kirner, and Todtman were absent for the vote.)

National Polytechnic College

Testified: Charles Mgrdichian, Director of Operations, and Sylvia Espin, Regional Campus Director. Sylvia Espin testified that they are thankful to be operating in Henderson, Nevada.
Discussion: None.
Motion: Commissioner Kenny – that the provisional license for National Polytechnic College be extended for an additional 12 months.
Second: Commissioner Mikhail.
Results: The motion carried. (Commissioners Devine, Kirner, and Todtman were absent for the vote.)

Paralegal Institute

Testified: Matt Pfau, Owner, Paralegal Institute; and Amanda Roswell. Mr. Pfau testified that it was a great first year and that he was looking forward to full-term licensure, if approved.

Discussion: Commissioners Mikhail and Kenny shared their concerns about Paralegal Institute's application, including a typo in the school's course catalog, program length and curriculum, student graduation and placement rates, and website verbiage and source citation.

Commissioner Mikhail noted an issue on Page 4 of the institution's course catalog. This portion of the catalog explains Paralegal Institute's refund policy yet states, "the student may opt to withdraw from the program and receive refund in accordance with National Technical Institute's (NTI's) refund policy." The school agreed to make the correction to replace this reference to NTI with Paralegal Institute's attendance policy.

Commissioner Mikhail questioned the institution's claims on its website that its 15-week, 90-hour program is not merely comparable to, but actually better than, the training and education obtained through two-year Associates programs. He wanted to know how the institution is able to take students with no previous legal experience and no academic degrees and turn them into qualified paralegals in 90 hours of instruction. Mr. Pfau agreed with Commissioner Mikhail's assertion that comparing the two programs is like comparing apples to oranges but argued that this difference is the point of his program. He said he could have developed a program more similar to existing two-year programs, but that would require unnecessary time, effort, and expense for students, and students would not gain any additional valuable or useful education from the extension. Conversely, he argued that Paralegal Institute's program focuses solely on the knowledge, information, and skills necessary for students to become successful paralegals. Mr. Pfau stated that two-year programs are not all they are cracked up to be, and that might be one reason why their graduation rates are much lower than those of Paralegal Institute.

Commissioner Mikhail wanted to discuss Paralegal Institute's use of graduation rates to gauge student success against competitors and whether or not graduation rates are a reasonably fair or accurate measure of success. The school's website compared an 83 percent graduation rate from Paralegal Institute against an average graduation rate of 34 percent at two-year programs. Amanda Roswell testified that one reason for Paralegal Institute's high graduation rate is that the institution vets applicants before they are admitted, leading to greater student success and better graduation rates at the school. Commissioner Mikhail countered that, given the vast differences between Paralegal Institute and its competitors' programs, this still seemed to be an unfair comparison. Commissioner Mikhail suggested that job placement rates, not graduation rates, provide a better measurement of student success for postsecondary educational institutions.

Commissioner Mikhail wanted to know how Paralegal Institute tracks and measures enrollment and student placement. He also wanted to know whether student success is measured against Paralegal Institute's current standards or the program's standards when it was housed under UNLV's Continuing Education program. Additionally, Commissioner Mikhail suggested graduates' job placement rates versus competitors would be a better comparison than graduation rates alone, because job placement rates would give prospective students a better idea of their odds of success post-graduation. It appears Paralegal Institute has great placement rates, but Commissioner Mikhail wanted to see the school include both metrics on the website.

The next major topic of discussion was Paralegal Institute's website and some of the verbiage and claims appearing on it. Commissioner Mikhail questioned the use of phrases like "proven curriculum" and "expert instructors" as being too vague to accurately describe the program and its instructors and stated that it would be possible for two institutions could use the exact same curriculum, but experience very different outcomes. Matt Pfau stated that "proven curriculum" was used because the curriculum used by Paralegal Institute is the same curriculum he developed, years ago, for the University of Nevada,

Las Vegas's (UNLV's) continuing education program, and that it was also widely successful at UNLV. He argued the website verbiage should stand because it is the same curriculum – albeit with adaptations to make the program more rounded and comprehensive – used by UNLV. Mr. Pfau stated the curriculum is proven because it has been used for years, and because the law firms who used to hire paralegals from UNLV's program are now hiring paralegals from Paralegal Institute. Mr. Pfau believes this evidence is enough to say Paralegal Institute's curriculum is "proven."

Paralegal Institute's website also uses the phrase "expert instructors," which Commissioner Mikhail also found problematic. There is no way of quantifying what counts as expertise and the institution should use "experienced instructors" instead. Mr. Pfau countered that he did not want to seem like he was gloating or aggrandizing himself, but that he could not think of anyone with more expertise to teach than himself and that is why he used "expert" on the website. Commissioner Mikhail said he was not questioning Mr. Pfau's background, but that the term "expert" is too vague to be useful and, without independent, third-party consensus, Paralegal Institute cannot make claims of expertise on its website.

Usage of the phrase "nationally recognized paralegal certificate" also raised concerns. Commissioner Mikhail asked which organization recognized Paralegal Institute's certificate. Mr. Pfau admitted there is no nationally recognized paralegal certificate and said he used the phrase because his curriculum covers everything related to national law and paralegals. Commissioner Mikhail directed the school to remove the language. Students would have no way of knowing that no national certification exists and would, therefore, mislead them.

Commissioners Kenny and Mikhail voiced concerns about website claims suggesting Paralegal Institute has been operating for years and has graduated hundreds of students. Mr. Pfau believed this statement to be true, given that his curriculum was used by UNLV for years and that hundreds of students from that program had been placed in the Las Vegas valley. Commissioner Kenny stated that Paralegal Institute cannot take the shine of its previous experience at UNLV and apply it to the new institution because the two are not the same.

Administrator Wuest was brought in at the end of the discussion to explain what the Nevada Administrative Code (NAC) 394.590(1)(g), (h), and (i) says about prohibitions in advertising for postsecondary institutions. Paragraph G prohibits an institution from using quantitative superlatives, such as "biggest, largest, or highest placement rate" in advertising, unless the terms are qualified in the advertisement itself and the institution has, in its possession, evidence to support its claim. Paragraph H prohibits an institution from misrepresenting the nature or effectiveness of any course, equipment, or methods of training. Paragraph I bars the misrepresentation of qualifications, training, or experience among an institution's faculty and personnel. In this way, Paralegal Institute must be able to provide direct evidence to prove any claim made on its website.

On top of the Commission's concerns about website language, Commissioner Kenny also noted a general lack of source citation on the website claims. Commissioner Kenny directed the school to cite sources for all statistical claims on the website and to review all verbiage from the perspective of somebody who knows nothing about the legal industry and nothing about education. Paralegal Institute must make sure its website claims are clear, verifiable, and something that an individual without a legal or educational background could still understand.

Motion:	Commissioner Kenny – that Paralegal Institute be granted a full-term license, contingent upon compliance with revisions to their website to demonstrate compliance with NAC 394.590, regarding prohibitions on advertising.
Second:	Commissioner Mikhail.
Results:	The motion carried. (Commissioner Kirner abstained from the vote. Commissioners Devine and Todtman were absent for the vote.)

Sound Connect

Testified: Alejandro Dawson, Owner, Sound Connect, testified he has two prospective students who hope to start by the end of the month.

Discussion: None.

Motion: Commissioner Kenny – that the provisional license for Sound Connect be extended for an additional six months.

Second: Commissioner Ponder.

Results: The motion carried. (Commissioners Devine and Todtman were absent for the vote.)

Unity Dental Assisting

Testified: Steve Sebree, Owner, Unity Dental Assisting

Discussion: None.

Motion: Commissioner Kenny – that Unity Dental Assisting be granted a full-term license.

Second: Commissioner Frederick seconded the motion.

Results: The motion carried. (Commissioner Devine was absent for the vote.)

Vegas Print School

Testified: John Pinnington, Owner, Vegas Print School, testified that continuing the institution's business operations has become more challenging, due to Mr. Pinnington's recent health condition and the slowing of the local economy.

Discussion: Mr. Pinnington testified that recent changes to the local economy have forced several local printing companies to close their doors or otherwise not hire new workers. Mr. Pinnington said that, while he had six prospective students contact him recently, he does not feel comfortable taking their money when he is not confident they will be able to find jobs upon graduation. He also stated that he does not want to continue the business for another year while he waits for economic conditions to improve in the Las Vegas area. Mr. Pinnington stated he does not want to get student complaints that the school is just taking students' money but not helping them.

Commissioner Kenny and Administrator Wuest discussed the options available to Mr. Pinnington and Vegas Print School at this time. Commissioner Kenny asked whether Vegas Print School could withdraw their application for licensure and then come back at a future date, because he could not recall a provisional license having been extended for more than 12 months. Administrator Wuest confirmed that the Commission usually does not extend provisional licenses more than 12 months to simply revisit tabled items, but that Nevada's statutes allow any kind of license to be issued for up to 24 months. Therefore, Vegas Print School has two options it can pursue: the Commission could extend the provisional license for another period of time in the hope that conditions will change; or the school could relinquish its license at any time, requiring the school to start over should it seek licensure in the future. After discussion, Mr. Pinnington requested additional time before relinquishing his license to see if his health and economic conditions improve.

Motion: Commissioner Kenny – that the provisional license for Vegas Print School be extended for 12 months.

Second: Commissioner Frederick.

Results: The motion carried. (Commissioner Devine was absent for the vote.)

Applicants for Consideration of Initial Provisional Licensure

Hands On HVAC School

Testified: Jeremiah Sawyer testified Nevada is the fifth state in which the institution is operating. Everyone on the Hands On HVAC team has been thankful for how coordinated and responsive CPE staff has been throughout the process.

Discussion: Commissioner Ponder inquired as to what other states the school operates in and was told that the institution also operates in Texas, Louisiana, Florida, and Arizona. The institution tries to target localities with hot, extreme weather and dense populations for better job placement. Commissioner Ponder asked what the institution is doing to place its students post-graduation. Mr. Sawyer responded that, because Hands On HVAC operates in multiple states, there are some states which have more stringent placement guidelines than others and, because of this, the school applies the strictest guidelines across the board to every school in every state.

Mr. Sawyer then discussed earnings and potential salary outcomes for graduates, which he stated can vary based on the type of work being done. Because of this variation, Hands on HVAC refers to Bureau of Labor and Statistics (BLS) averages due to the variation in wages, as some companies offer hourly rates, some offer hourly rates plus commissions, and some companies are commission-only. Rate of pay depends on whether the work performed is in a residential capacity, a commercial capacity, or maintenance.

Commissioner Kirner asked if Hands on HVAC has any statistics related to student placement. Mr. Sawyer replied that Texas is the only state to require a minimum job placement of 60 percent, and that the institution recently achieved 62 percent. Mr. Sawyer further stated that the numbers reported by the institution are likely much lower than the actual placement rates, as students frequently stop communicating with the school after graduation. While the institution believes its placement numbers are 10 to 15 percent higher than what it reports, the institution can verify the 62 percent placement rate. Mr. Sawyer stated he did not have evidence to prove placement rates in the other states but believed the rates to be similar to Texas.

Commissioner Frederick asked if Hands On HVAC has any services geared towards military veterans. Mr. Sawyer testified that while the school does not have any services or programs that specifically target veterans it does accept and serve military personnel. In Texas, Hands On HVAC routinely trains groups of personnel enrolled by their military departments.

Motion: Commissioner Ponder – that a 12-month provisional license be granted to Hands On HVAC School to offer a heating, ventilation, air conditioning, and refrigeration HVACR program contingent upon receipt of a surety bond in the amount of \$83,000, facility, and personnel information.

Second: Commissioner Frederick.

Results: The motion carried. (Commissioner Mikhail abstained from the vote. Commissioner Devine was absent for the vote.)

Reno Medical Assistant School

Testified: Fede Inchauspe, Owner/Operator; and Haylee Stephens, Compliance Manager.

Discussion: Commissioner Todtman inquired about how student externships work at the institution. Mr. Inchauspe replied that the institution attempts to contact local medical offices to ensure externship placements before students ever enroll, to help guarantee that graduates will be able to find jobs once they complete the program.

Commissioner Mikhail wondered about competing schools in the area and how Reno Medical Assistant School will compete with them to get its students placed. He wanted to know who is responsible for supervising the placement process. To help ensure success, said Mr. Inchauspe, the institution has a robust operations department

that places daily calls to local medical offices to ensure externship placements. The institution also employs academic advisors who meet and follow up with students throughout the course of the program. Students are generally ready to be placed into an externship by Week 8 of the 18-week program.

Commissioners Kenny and Kirner asked about student placement rates. Mr. Inchauspe testified that in Texas, where the institution must report placement rates, it has a better than 50 percent rate of placement for students. When asked specifically about Nevada, Mr. Inchauspe stated a similar placement rate of about 50 percent. Commissioner Mikhail noted the 50 percent placement rate in Texas and wanted to know how many students this included. Mr. Inchauspe replied that more than 2,000 students in Texas were placed in externships in a single year. Haylee Stephens clarified that the school operates 93 locations in Texas, which might explain seemingly high student placement numbers.

Motion: Commissioner Todtman – that a 12-month provisional license be granted to Reno Medical Assistant School to offer a medical assistant program contingent upon receipt of surety bond in the amount of \$41,000, facility approval, curriculum review and personnel information.
Second: Commissioner Kirner.
Results: The motion carried. (Commissioner Devine was absent for the vote.)

Stone Sports Swim School and Scuba Dive Center

Testified: Jie Laing, Owner; and Robert Laing, Course Director, testified they are excited to take their business to the next level.

Discussion: Commissioner Mikhail spoke about a dive school in Florida that recently had a drowning incident. He wanted to know what Stone Sports will do to keep students safe and mitigate similar tragedies at the institution. Robert Laing stated that the institution meets or exceeds safety guidelines put forth by the National Association of Underwater Instructors (NAUI). NAUI requires dive schools to maintain a ten-to-one instructor to student ratio, but because of the low temperatures and visibility present in Lake Mead, the school has opted to enact a lower instructor to student ratio of six-to-one. Mr. Laing acknowledged that while this decision lowered the business' earning potential, the increase in student safety made the decision worthwhile. The school also employs a variety of safety measures such as descent lines and platforms to keep students from becoming separated from the group during training.

Motion: Commissioner Kenny – that a 12-month provisional license be granted to Stone Sports Swim School and Scuba Dive Center to offer five programs under the National Association of Underwater Instructors (NAUI) to include: assistant instructor, divemaster, scuba instructor, scuba instructor trainer, and scuba course director; and two schools under the Scuba Schools International (SSI) to include the instructor program and the lifeguard program; contingent upon receipt of surety bond in the amount of \$10,000, facility information, and personnel information.
Second: Commissioner Mikhail.
Results: The motion carried. (Commissioner Devine was absent for the vote.)

BlueJay Education, LLC

Testified: Qi "Lilly" Fang, Owner, BlueJay Education, LLC; Tina Mark, Consultant, BlueJay Education, LLC; and Sandy Anderson, former Executive Director, Nevada State Board of Massage Therapy.

Discussion: Commissioner Mikhail questioned Lilly Fang's motivation for opening a massage school, since she is a civil engineer by trade and does not hold a Nevada massage therapy license. This seemed like a curious career move to the Commissioner. Lilly Fang explained that she became an engineer because her father and grandfather had also been engineers. Ms. Fang added that her mother worked in the medical profession, so she believed this created a history of medical practice in her family. She believed massage therapy to be a

great way to help others achieve health and personal wellness and wanted to get involved. Tina Mark added that Ms. Fang seemed to have good intentions for wanting to open the school, and Ms. Mark wanted to help Ms. Fang navigate through the massage industry.

Commissioner Todtman raised several concerns with BlueJay Education's application and CPE staff's response to it. In her experience on the Commission, Todtman had never seen CPE staff express such heightened concern about moving forward with a license application. Commissioner wondered what it would take for the Commission to say "no." Administrator Wuest explained that CPE staff become concerned whenever the agency receives an application for an unaccredited massage school, and that there is always a level of concern when the owners of massage schools have no background in massage therapy. Funding sources quickly become opaque in situations like this one and CPE has had many issues with human trafficking when the source of financial backing cannot be adequately determined.

Administrator Wuest introduced Sandy Anderson, former Executive Director of the Nevada State Board of Massage Therapy, who also assists CPE as a subject matter expert regarding massage schools. Ms. Anderson testified that, in addition to assisting CPE with massage school curriculum review and serving on Nevada's Massage Board, she was also a member of the Human Trafficking Task Forces for the Mayors of Las Vegas and Reno, and that she participated in an event called the National Convening: Human Trafficking in Illicit Massage Establishments, in 2025. Ms. Anderson also served as the Treasurer and Vice President of the Federation of State Massage Therapy Boards, which is responsible for creating the Massage & Bodywork Licensing Examination (MBLEx) for massage therapy students in 44 states.

Ms. Anderson completed a review of BlueJay Education, LLC's proposed curriculum, and found that the curriculum itself looks good. Ms. Anderson's concerns with the use of the word "bluejay" in the school's name because, according to Ms. Anderson, "bluejay" is a slang term for a prostitute or a woman with immoral compass. Ms. Anderson found the name particularly disturbing, as Nevada ranks sixth in the nation for human trafficking. The choice of name, combined with its murky funding and Ms. Fang's lack of experience in the field made it impossible for Ms. Anderson to determine whether BlueJay Education is attempting to get trafficked women out of their abusive environments and into legitimate jobs, or if the school is instead attempting to train prostitutes to work on the Strip. Ms. Anderson further stated she believed Ms. Fang was also unable to answer that question. Sandy Anderson went on to state that if the Commission's sole concern was with BlueJay's proposed curriculum she could comfortably sign off on it, but she did not believe that to be the case and was uncomfortable with both the school's name and the owner's intentions.

Tina Mark explained that Lilly Fong chose "BlueJay" because she had purchased a house on a street with the same name in Irvine, California. According to Ms. Mark, Lilly Fang liked the street name so much she chose to name her school after it. Ms. Fang produced her driver's license to demonstrate that she does live on "BlueJay" in Irvine, California. Both Tina Mark and Lilly Fang testified they were unaware of the slang meaning for "bluejay" prior to the meeting.

Commissioner Todtman stated that solid curriculum alone was not enough for her to move forward with licensure. The Commissioner wondered, given the stated concerns, whether there is enough demand in Las Vegas to support another massage school. Sandy Anderson responded that she believes there is: that Nevada currently has around 988 spas and private massage practices operating in the state. She added that spas on the Las Vegas Strip are always looking to bring on additional practitioners. While it is true that spas and salons in Las Vegas are always looking for help, Ms. Anderson cautioned that there is great disparity in earnings potential for massage therapists in Las Vegas, based on spa location. Practitioners at spas on the Strip can easily earn about

\$100,000 per year, but individuals working off-Strip at locations such as Massage Envy can only expect to make about \$15 per hour with tips.

Commissioner Mikhail wanted to know if BlueJay Education plans to recruit locally or seek out international students. Tina Mark responded that the school is currently only looking at local recruits.

In response to Commissioner Todtman's question about demand for massage therapists in Las Vegas, Ms. Mark stated she personally found it difficult to find a quality massage therapist in town. Ms. Mark stated she is aware that massage students in her home state of Arkansas often struggle to pass the MBLEx but that they had otherwise decent hands-on skills. The massage therapists Mark encountered in Las Vegas, however, had very poor hands-on skills, performed services that were sometimes contraindicated, and never presented her with a medical intake form upon check-in. Ms. Mark found this shocking and decided to assist Lilly Fang in opening her school. Tina Mark believed Ms. Fang had the right want, need, and desire to educate people to help others.

Tina Mark went on to express the importance of hiring qualified instructors. Schools cannot hire a minimal number of instructors and expect them to excel at teaching every course included in a program because most instructors are not experts in every topic. Schools must be open to the idea of bringing in the right people to teach certain subjects.

Commissioner Mikhail asked what would happen once BlueJay Education opens its doors and Ms. Mark returns to Arkansas. His concern was who would be available to guide Ms. Fang through staffing and other critical business decisions since she has no background in massage. Ms. Mark answered that she was considering relocating to Las Vegas in order to continue to assist the school. Ms. Mark stated she is committed to assisting Ms. Fang with her project.

Before the Commission moved to vote on licensure, Tina Mark stated she thought it would be in everybody's best interests for BlueJay Education to change its name to something else. Administrator Wuest confirmed that the Commission could require the school to change its name as part of its motion.

Commissioner Frederick, who had previously assumed the Chair, moved that a 12-month provisional license be granted to BlueJay Education, LLC, to offer a massage program contingent upon receipt of a \$342,000 surety bond; as well as a review of the facility, curriculum and personnel, and that the school name must be changed from BlueJay Education, LLC. Commissioner Mikhail seconded the motion, but the motion failed when Commissioners Kirner, Ponder, and Todtman voted no (Commissioner Kenny abstained from the vote and Commissioner Devine was absent).

Discussion ensued about how to proceed after the failed motion. Several options were discussed, including tabling the motion until a future meeting or attempting to come to a consensus that would allow the Commission to move forward with licensure. Commissioners chose the latter. The Commission decided that the name "BlueJay" was an unfortunate coincidence and, given this seemed to be the biggest obstacle to licensure, determined that the body could move forward with provisional licensure once the name has been changed. A second motion was called, and it passed the second time around.

Motion:	Commissioner Frederick – that a 12-month provisional license be granted to BlueJay Education, LLC, to offer a massage program contingent upon receipt of surety bond in the amount of \$342,000, facility, curriculum review and personnel information, and that the name of the school will be changed.
Second:	Commissioner Mikhail.
Results:	The motion carried. (Commissioner Todtman voted no. Commissioner Kenny abstained from the vote. Commissioner Devine was absent for the vote.)

Applicants for Consideration of an Added Program

Northwest Career College

Testified: Thomas Kenny, Chief Information Officer and Dental Assisting Program Director. The institution is excited to expand into new areas outside of healthcare, business, information technology and legal studies with its new HVAC program. The school has already hired a wonderful program chair who is a seasoned operator and has been working in the field for years.

Discussion: None.

Motion: Commissioner Ponder – that Northwest Career College be granted approval to offer the HVAC Technician program contingent upon securing surety in the amount of \$64,000, facility approval and personnel information.

Second: Commissioner Frederick.

Results: The motion carried. (Commissioners Kenny and Mikhail abstained from the vote. Commissioner Devine was absent for the vote.)

Student Hearing

Addie Johnson vs. Carrington College Reno

Testified: Leigha Bentz, Director of Regulatory Affairs, Ember; Susan Drossulis, Dean of Nursing, Carrington College Reno; and Deborah Payne, Assistant Dean of Nursing, Carrington College Reno.

Discussion: The Commission was notified that Addie Johnson, who requested the hearing, was not present in person, via the phone, or on Zoom. Administrator Wuest was unsure how to proceed, since the requesting party normally presents its argument to the Commission first. Mary Olson, Deputy Attorney General, confirmed this was true, but since Ms. Johnson was not present there was no case to be presented. Carrington College could still be permitted to make remarks but reminded the panel to remember where the burden of proof lies, especially in the absence of any evidence or testimony.

Commissioner Todtman inquired how the parties were notified of the hearing. CPE staff sent Addie Johnson a certified letter notifying her of the hearing date, but staff had also been in contact with Ms. Addison via email. Ms. Johnson had been answering questions and responding to CPE staff until Administrator Wuest asked her how she would be attending the hearing. At that point in time, Ms. Addison stopped responding to email or otherwise communicating with the agency. Carrington College Reno received all notifications and materials via email, and Carrington College Reno responded to CPE requests immediately.

Commissioner Kenny wondered what would happen if the Commission made a determination in Ms. Johnson's absence. Would it be possible to defer the complaint to a later meeting? He asked whether the student would be able to file the same complaint at a later date, or if the Commission's vote was final. Administrator Wuest clarified that Ms. Johnson is challenging the Administrator's decision, and that Nevada's laws are very clear that a student hearing must be heard at the Commission's next scheduled meeting. There is no option for deferment in this case. Mary Olson stated that she was not aware of any law requiring a student hearing to occur no later than the next Commission meeting, but the commissioners opted to decide the case anyway.

Commissioner Kenny read the following findings of fact for this matter. Carrington College, respondent, is licensed by the Nevada Commission on Postsecondary Education (CPE) as a private postsecondary institution to offer an Associate of Science in Nursing, certificate in Medical Assisting, and diploma in Phlebotomy Technician. Addie Johnson, appellant, is a student currently enrolled in Carrington College's Associate of Science in Nursing program at the Reno campus.

Exhibit 1 is the verified student complaint sent via CPE portal on November 11, 2025, with the following allegations. Appellant's allegations number one and two, unfair and unjust treatment, clinical failure despite the retakes and appearance, passing grades, and failure to follow policies in the Welcome Letter, handbook, or catalog. Appellant's allegation number three, the student was never approached by an instructor about a possible failure and was provided positive feedback each week on assignments. Appellant's allegation number four, student's report of instructor misconduct involving inappropriate physical contact with another student that led to retaliation against the student.

Exhibit 2 is the unduplicated support documentation provided by the student to CPE.

Exhibit 3 is the response from Carrington College to include the student record for Addie Johnson, the institutional catalog in student handbooks applicable to the student.

Exhibit 4 is the formal determination issued by CPE to the student.

Exhibit 5 is the letter from Addie Johnson requesting the hearing.

Conclusions of Law: the Commission on Postsecondary Education has jurisdiction over an institution that violates provisions in NRS 394.383 to 394.560, inclusive, or NAC 394.300 to 394.685.

Motion: Commissioner Kenny – that the institution provided the contracted education as outlined in the institutional catalog and student handbooks. No violations of NRS 394.383 to 394.560, inclusive, or NAC 394.300 to NAC 394.685 were found. The Administrator's determination that the allegations were unsubstantiated is upheld.

Second: Commissioner Frederick.

Results: The motion carried. (Commissioner Devine was absent for the vote.)

Public Comments

Commissioner Kenny confirmed no one was physically present in the Zoom meeting, or on the phone for public comment.

Adjournment

The meeting was adjourned by Commissioner Kenny [at 11:31 a.m.].

**Administrator's Report
Prepared May 4, 2026**

1. Workforce Pell

In March, the CPE Administrator met with Marchelle Sneed, the Executive Director of OWINN, concerning Nevada's process for Workforce Pell. The program will start July 1, 2026, to expand federal financial aid to students in short-term, high-skill, high-wage or in demand industry specific to each state. Programs must be between 8-15 weeks with 150-599 clock hours at an accredited institution to be considered. Workforce Pell requires the Governor's office to approve programs and submit those programs to the U.S. Department of Education for inclusion.

For the first year, the State has decided to focus on programs offered at Nevada System of Higher Education and will expand to private postsecondary institutions in the second year. Ms. Sneed has requested that CPE assist with the vetting of programs once it is open to all institutions. In the meantime, she advised ensuring programs are listed on the ETPL list and requesting any new programs now so programs will have been in existence for 1 year prior to the request for approval. OWINN is working on a white paper that will be shared with Commissioners once available.

2. VA Cooperative Agreement

CPE has completed the mid-year review with the VA and is on track to meet or exceed all areas of evaluation. Staff are currently working on the yearly SCO conference to be held in Las Vegas in June 2026 at Las Vegas College.

3. Institutional Opening and Closures

Openings

Alba Dealing School – January 2026
Stone Sports Swim School – February 2026

Closures

Charter Career Academy – January 2026

4. Quarterly Report – With **29** schools unreported, the total enrollment for the January 1, 2026– March 31, 2026, quarter stands at **10,677**, new students. An update will be provided at the meeting.

Q4 2025 updated to 8,169.

Jan-March 26	Jan-March 25	Jan-March 24	Jan – March 23	Jan – March 22
10,677	11,021	9,315	9,135	9,166

5. Student Indemnification Fees

The current balance of the indemnification account is \$253,665. CPE still has institutions that fail to pay both the regular CPE fee to the State and the indemnification fee amount. Institutions have been sent notices of the required SIF quarterly fee that is in arrears and staff have sent fine letters to institutions that do not rectify the issue within 60 days. This has resolved the issue for three institutions to date.

6. CPE Quarterly Activities – January 1, 2026– March 31, 2026

CPE Activity	Number of Applications Processed	CPE Activity	Number of Applications Processed
License Renewals	18	Agent Permits	2
Agent School License	3	VA Risk Base Surveys/Other Visits	6
Transcripts	163	VA Program Approvals (individual programs)*	580
Distance Education Exemptions	11	Change of Ownership	0
License Evaluations	12	School Audits & Technical Visits	22
Added Facility/Change of Location	3	Revised or Added Program	6

*VA activities include non-licensed institutions (NSHE/DMV/Flight/Cosmo), OJT and apprenticeships at the individual program level

7. CPE Formal Student Complaints: January 1, 2026– March 31, 2026

Complaints listed only include students who filed formal paperwork with CPE to initiate an investigation. Staff regularly assist students with institutional grievance processes for resolving issues informally and at the lowest level possible. 25 Complaints: 14 informal – 11 Formal.

Month Filed	Institution	Issues/Allegation	Findings/resolution	Status
Jan 26	Las Vegas Dental Assistant School	Class was cancelled day of final and not rescheduled. No contact from institution.	Substantiated. Student was scheduled for exam on 12/13/25 cancelled morning of exam with no reschedule date. Student completed course in January 2026. Institution required to have contact number for live person concerning student issues. AI system stopped students from reaching live person.	Closed
Jan 26	Las Vegas Dental Assistant School	Class was cancelled day of final and not rescheduled. No contact from institution.	Substantiated. Student was scheduled for exam on 12/13/26. Student completed course in January 2026. Institution required to have contact number for live person concerning student issues. AI system stopped students from reaching live person.	Closed
Jan 26	L Makeup	Institution offering hair styling course as part of program, requires cosmetology license and inappropriate advertising.	Unsubstantiated. Institution permissible activity for styling course approved by accrediting body and CPE. 2015 lawsuit, L Makeup versus NV Board of Cosmetology found Cosmo Board did not have jurisdiction for program. No advertising violations found.	Closed
March 26	Nevada Career Institute	Requirements for course completion and graduation changed with no notice	Investigation in progress. Institution is under program specific warning for identified program.	Open
March 26	Nevada Career Institute	Requirements for course completion and graduation changed with no notice	Investigation in progress. Institution is under program specific warning for identified program.	Open

March 26	Nevada Career Institute	Requirements for course completion and graduation changed with no notice	Investigation in progress. Institution is under program specific warning for identified program.	Open
March 26	Nevada Career Institute	Requirements for course completion and graduation changed with no notice	Investigation in progress. Institution is under program specific warning for identified program.	Open
March 26	Nevada Career Institute	Paid for class multiple times- Not passing CST	Investigation in progress. Institution is under program specific warning for identified program.	Open
March 26	Nevada Career Institute	Institution incorrectly evaluated transcripts and student had to take course out of sequence, NCI refused to let student take CST Exam.	Investigation in progress. Institution is under program specific warning for identified program.	Open
March 26	Nevada Career Institute	CTS Fees	Investigation in progress. Institution is under program specific warning for identified program.	Open
March 26	Charter College	Reevaluated passing grades and changed to Fail. Removed from course and program	Investigation in progress	Open
March 26	United Education	Financial Aid issues	Substantiated: Institution charged loan origination fees and has now removed fees from student ledger. Referred to Nevada Financial Institutions Division for possible violation of NRS 670B	Closed

CPE received fourteen unofficial complaints:

CPE is seeing a trend of students using AI to formulate complaints to CPE. These responses include incorrect application of statutes and failing to provide adequate information about institutional attendance.

2- NSHE and referred to institutional processes.

1-referred to Cosmetology Board

1- student graduated two years ago from licensed CPE institution and wants a refund and to have her loans removed. Past 12-month time frame to consider refund.

3 - students never attended institution. Failed to include contact information.

1- institution did not complete the paperwork to accept vocational rehabilitation.

1- limited externship for a sonography program and dismissed without cause

2 - grade appeal. Not within jurisdiction

3 – Institutions accreditation issues and student treatment

To: CPE Commissioners

From: Kelly Wuest, CPE Administrator

Subject: Full Term Licensure Review
NCLan/676
Leonard Lafrance, President and CEO

For Action: May 13, 2026

NCLab was granted a provisional license to offer the Python Developer certificate program during the February 1, 2023, Commission meeting. All contingencies were met, and a provisional license was issued on February 21, 2023. NCLab was granted an extended provisional license in February 2024 for no enrollment. The institution has since been granted four additional provisional license extensions and permitted to add the Data Analyst program (315 hours), Automation Technician program (105 hours), Data Analysis Mini-Credential (175 hours) and SQL Mini-Credential (105 hours).

At the November 2025 Commission meeting, the institution was issued an extended provisional license contingent upon securing surety, submitting outstanding quarterly fees and credentials for staff. The institution provided backgrounds and credentials for several staff, paid all student reporting fees, submitted the required year-end report and attempted to effectuate a bond. The institution is in compliance with the required items from the last meeting to be considered for a full-term license.

In April 2026, CPE staff reviewed the file of the one student who attended training directly from NCLab. This file was complete and CPE confirmed the institutional ability to fulfill the requirements of NRS 394 and NAC 394 respectively. For the other students currently enrolled, the institution has indicated that students have not completed the Enrollment Agreement required under NRS 394.441.

Staff recommend that:

NCLab be issued a full-term license with the contingency that all currently enrolled students and future students sign the NCLab enrollment agreement.

To: CPE Commissioners [REDACTED]

From: Kelly Wuest, Administrator [REDACTED]
Susan Beckett, Compliance Audit Investigator [REDACTED]

Subject: Full Term Licensure Recommendation – Extended Provisional
Pretty in Ink Brow Academy

For Action: May 13, 2026

Pretty in Ink Brow Academy was granted a provisional license at the August 7, 2024, Commission meeting to offer certificates in the Deluxe Permanent Makeup Course and the 5 Day Brow Course. The institution addressed outstanding contingency items, and CPE issued a provisional license on October 23, 2024. Subsequently, the institution had to relocate its facility to a new location due to issues with the initial building. On August 6, 2025, the Commission granted an extended provisional license was granted to permit additional time for enrollment.

On April 1, 2026, a remote provisional audit was conducted. The delay in the audit was due to the non-response from email, and phone calls from the institution. The remote audit was conducted via certified mail communication by the Commission. Due to the audit findings, additional time is required to ensure the institution can demonstrate its ability to comply with the student record keeping requirements pursuant to NRS 394.441 & NAC 394.381 and all applicable provisions of Chapters 394. Staff have scheduled an in-person coaching session at the institution for May 19, 2026.

CPE staff recommend that:

The Commission hereby extends the provisional license of Pretty in Ink Brow Academy for an additional nine months, contingent upon the following conditions:

- All outstanding reports, fees and fines must be submitted and paid in full by May 31, 2026.
- The institution must correct all website language related to non-refundable policies by May 31, 2026.
- The institution must submit the facility lease and Reno business license to complete the change of location process.
- The institution must complete the scheduled coaching appointment with Commission staff and participate in additional compliance review meetings in July and September 2026 with at least one student file to be submitted to the Commission prior to each meeting, as directed by staff.

Failure to meet any of the above conditions may result in suspension of enrollments and a hearing at the next available Commission meeting.

To: CPE Commissioners

From: Kelly Wuest, Administrator

Subject: Continued Authorization to Temporarily Operate as an Unaccredited University
Southern States University, Claudia Araiza, PhD, Chancellor
Southern States, University, William Dolye, Nevada Director

For Action: May 13, 2026

Southern States University was originally licensed during the May 4, 2016, meeting. The institution was previously accredited by ACICS which was derecognized by the U.S. Department of Education. The institution is in the process of gaining accreditation with the Higher Learning Commission and meets Nevada requirements to operate as an unaccredited degree granting institution.

At the May 7, 2025, meeting, the Commission motioned to move SSU to a one-year provisional license, capping enrollments to 20 students, requiring a bond of \$172,000 to meet the student liabilities, reporting any changes with BPPE licensing status and requiring quarterly updates on accreditation process to the Administrator. SSU has provided CPE staff with quarterly updates concerning enrollments, completions, California licensing and accreditation.

I recommend that:

The provisional license for Southern States University be extended for an additional twelve months with the following requirements:

- Set an enrollment cap at no greater than 20 students at any given time.
- Require adjustment of surety bond to 100% liability at \$214,000.
- Require SSU to report student enrollments, drops and completions to CPE on a quarterly basis.
- Require SSU to immediately report any changes in BPPE licensing status.
- Require SSU to provide CPE any notices from the Higher Learning Commission upon receipt.

Licensing Worksheet

Prepared by: Maricris Wu, Postsecondary Education Specialist

Applicant: Janet and Jonathan Rodriquez, Owners

Institution: AM Massage Academy

For Action: May 13, 2026

Recommendation

That a twelve-month provisional license be granted to AM Massage Academy to offer the Massage Therapy program, contingent upon receipt of surety in the amount of \$89,000; curriculum review; personnel and facility information.

Curriculum: Curriculum received on February 23, 2026, **CONTINGENCY**.

Bond: Bond in the amount of \$89,000. **CONTINGENCY**.

Financial Statement: Received on February 23, and reviewed on March 4-14, 2026

Budget Estimate: Received on February 23, and reviewed on March 4-14, 2026

Financial Release: Received on February 23, and reviewed on March 4-14, 2026

Personnel Information: **CONTINGENCY**.

Certifications: Received on February 23, and reviewed on March 4-14, 2026

Catalog: Received on February 23, under pending review.

Contract: Received on February 23, under pending review.

Completion Certificates: Received on February 23, and reviewed on March 4-14, 2026

Facility Information: Received on March 3, 2026, **CONTINGENCY**.

Fees: Received on February 23, 2026.

Licensing Worksheet

Prepared by: Maricris Wu, Postsecondary Education Specialist

Applicant: Joshua Lorenzana, Consultant

Institution: William's Academy

For Action: May 13, 2026

Recommendation

That a twelve-month provisional license be granted to Williams Academy to offer table games program in Baccarat; Blackjack and Roulette contingent upon receipt personnel information.

Curriculum: Curriculum received on March 5, 2026, reviewed and approved.

Bond: Bond received on September 22, 2025, reviewed and approved.

Financial Statement: Received on March 5, 2026, and reviewed on March 21- April 1, 2026.

Budget Estimate: Received on March 5, 2026, and reviewed on March 21, 2026.

Financial Release: Received on March 5, 2026, and reviewed on March 21, 2026.

Personnel Information: **CONTINGENCY.**

Certifications: Received on March 5, 2026, and reviewed on March 21- April 1, 2026.

Catalog: Received on March 5, 2026, and under pending review.

Contract: Received on March 5, 2026, and under pending review.

Completion Certificates: Received on March 5, 2026, and reviewed on March 21- April 1, 2026.

Facility Information: Received on March 3, 2026, and reviewed on April 1, 2026.

Fees: Received on March 5, 2026.