

**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: October 31, 2024**

The Commission on Postsecondary Education will conduct a meeting on **November 6, 2024**, commencing at 9:00 a.m., at the locations listed below 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 – Job Connect/EmployNV  
Conference Room  
3405 S. Maryland Parkway  
Las Vegas, NV 89169

**Zoom Meeting:**

Join Zoom Meeting

<https://nvdeetr-org.zoom.us/j/87269683106?pwd=S2JYY3llczdPQzFsaVhzaHRZbkovZz09>

**Meeting ID: 872 6968 3106**

**Passcode: 874583**

Dial by your location:

- |                                    |                             |
|------------------------------------|-----------------------------|
| • +1 206 337 9723 US (Seattle)     | • 888 475 4499 US Toll-free |
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| • 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\\_notices](https://detr.nv.gov/page/public_notices)

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 August 7, 2024, Minutes -----For possible action
- I. Administrator’s Report -----Informational

### **Applicants for consideration of a Full-Term License**

- J. Assist to Succeed Las Vegas -----For possible action
- K. Welding School of Nevada-----For possible action
- L. PDH Academy -----For possible action
- M. Accelerated Dental Assisting Academy -----For possible action
- N. Las Vegas Bartending School -----For possible action

### **Applicants for consideration of Initial Provisional Licensure**

- O. Charter College -----For possible action
- P. Academy of Protective Studies -----For possible action
- Q. Dog Grooming Skills Academy -----For possible action

### **Applications for consideration of Added Program and Extended Provisional License**

- R. NCLab -----For possible action

### **Order to Refund**

- S. Career College of Northern Nevada -----For possible action

### **Comments**

- T. 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**

- U. Adjournment -----For possible action

A copy of the meeting Notice and Agenda can be requested by written request to the Commission on Postsecondary Education, 2800 E. St. Louis Avenue, Las Vegas, Nevada 89104; email at [k-scott@detr.nv.gov](mailto:k-scott@detr.nv.gov); or telephone Kassondra Scott 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: <https://cpe.nv.gov> and <https://detr.nv.gov>.

**NOTE:** Written comments must be received by the Commission on Postsecondary Education on or before November 5, 2024, at the following address:

Department of Employment, Training and Rehabilitation  
Employment Security Division  
Commission on Postsecondary Education  
Attn: Kassondra Scott  
2800 E. St. Louis Avenue  
Las Vegas, NV 89104  
Or via e-mail at [k-scott@detr.nv.gov](mailto:k-scott@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 Kassondra Scott at (702) 486-2805 or e-mail [k-scott@detr.nv.gov](mailto:k-scott@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 Kassondra Scott 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 3<sup>rd</sup> working day prior to the scheduled meeting date.**

1. Commission on Postsecondary Education principal office at, 3405 S. Maryland Pkwy, Las Vegas, NV 89169
2. DETR – State Administrative Office, Stan Jones Building, 2800 E. St. Louis Avenue, Las Vegas, NV 89104
3. DETR – State Administrative Office, 500 E. Third Street, Carson City, NV 89713
4. Nevada Building, Governors Office, 1 State of Nevada Way, Las Vegas, NV 89119
5. State Capital Building, 101 N. Carson Street, Carson City, NV 89701

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](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](http://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 – Job Connect  
Conference Room  
3405 S. Maryland Parkway  
Las Vegas, NV 89169

**Zoom Meeting:**

Topic: CPE Quarterly Commission Meeting  
Time: August 7, 2024, 9:00 AM Pacific Time (US and Canada)

**Join Zoom Meeting**

<https://nvde-tr-org.zoom.us/j/84525576972?pwd=TUNHQWZxSU3cnpDZU83VnhYS0NpZz09>

**Meeting ID: 845 2557 6972**

**Passcode: 797505**

One tap mobile  
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- 833 928 4608 US Toll-free
- 833 928 4609 US Toll-free
- 833 928 4610 US Toll-free
- 877 853 5257 US Toll-free
- 888 475 4499 US Toll-free

**Meeting ID: 813 4085 0321**

**Passcode: 611842**

**Staff Present during Video Conference**

Kelly Wuest, CPE Administrator

Maricris Wu, CPE Education Specialist

Susan Beckett, CPE Compliance Investigator I

Kassondra Sott, CPE Administrative Assistant III

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

Jordan Laub, Nevada Attorney General Office, Deputy Attorney General

Olivia GrafMan

Breaunna Hill

Ryan Hill

**Commissioners Present during Video Conference Meeting**

Dr. Thomas Kenny, Chair

Sharon Frederick, Vice Chair

Jon Ponder

Dr. Randall Kirner

Jessica Totdman

Kara Abe

DRAFT

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

August 7, 2024 – 9:00 AM PDT

**Call to Order**

The meeting was held via Video Conference ZOOM and In Person, DETR – Job Connect Conference Room, 3405 S. Maryland Parkway, Las Vegas, Nevada 89169. The meeting was called to order by Chair Commissioner Thomas Kenny at approximately 9:00 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: 845 2557 6972

Passcode: 797505

877 853 5257 US Toll-free

888 475 4499 US Toll-free

**Public Comments**

Kassondra Scott confirmed no one was physically present in the conference room, on the Zoom meeting, or phone for public comment.

**Written Comments**

Administrator Wuest confirmed that no written comments were received.

**Confirmation of Posting**

Kassondra Scott, for the record, Commission on Postsecondary Education. Yes, proper notice was provided for this meeting pursuant to Nevada’s Open Meeting Law, NRS 241.020 and confirmation of posting was received. We are in compliance with the open meeting law.

**Roll Call**

- Commissioner Chair Kenny – Present
- Commissioner Vice-Chair Frederick – Present
- Commissioner Ponder – Present
- Commissioner Kirner – Present
- Commissioner Todtman – Present
- Commissioner Abe – Present
- Commissioner Mikhail – Excused

Administrator Kelly Wuest took roll by verbal and video. Confirmation of a quorum.

### **Introduction of New Commissioners**

Commissioner Kenny called for introductions to introduce and welcome new commissioners, Commissioner Abe and Commissioner Todtman, to their first quarterly meeting.

### **Adoption of Agenda:**

Motion: Commissioner Kenny – Motion to approve adoption of Agenda for August 7, 2024.  
Second: Commissioner Todtman.  
Discussion: None.  
Results: Unanimous; agenda is adopted.

### **Approval of May 1, 2024 Meeting Minutes:**

Motion: Commissioner Kenny – Motion to approve the minutes for the May 1, 2024 meeting.  
Second: Commissioner Kirner.  
Discussion: None.  
Results: Unanimous, with Commissioner Abe and Commissioner Todtman abstaining; motion carries.

### **Administrator's Report**

Administrator Wuest gave the Administrator's Report as submitted, with an update to the quarterly report. The number of student enrollments is 8,647 with 30 institutions unreported.

### **Adoption of 2025 Meeting Dates:**

Motion: Commissioner Kenny – Motion to approve the 2025 quarterly meeting dates as presented by staff: February 5, 2025; May 7, 2025; August 6, 2025; November 5, 2025.  
Second: Commissioner Frederick.  
Discussion: None.  
Results: Unanimous; motion carries.

### **Applications for Full Term License**

#### **Unity Dental**

Testified: No representatives from Unity Dental were present. Susan Beckett gave an update on the institution's progress and noted that there were issues with marketing delays, leading them to request a 6–9-month extension. The institution was initially planning on mirroring their Arizona facility but encountered difficulties with market differences between Nevada and Arizona.

Discussion: None.

Motion: Commissioner Frederick – The provisional license for Unity Dental be extended for an additional nine months.

Second: Commissioner Kirner.

Results: Unanimous; motion carries.

## **Applications for Initial License**

### Pretty in Ink Brow Academy

**Testified:** Co-owners Breanna Hill and Ryan Hill were present for the institution. Ms. Hill detailed her 7 years of experience applying permanent makeup and her desire to help others learn proper technique and procedures at a reasonable cost to establish a career in the field.

**Discussion:** Commissioner Kenny asked about the school's plan for recruiting students. Ms. Hill explained that a local company reached out to place the institution on their vendor list to gain exposure to potential students, and Mr. Hill's veteran status has them interested in eventually pursuing approval with the veteran education programs.

Commissioner Kenny noted that permanent makeup would benefit from social media marketing due to the visual nature of the field. Ms. Hill stated that Mr. Hill is experienced in SEO and online marketing, and they've already received inquiries.

Commissioner Frederick asked about having students practice on real clients. Ms. Hill stated that there are people interested in being models, under the close supervision of Ms. Hill and Mr. Hill, to enable students to gain the necessary practice and confidence to perform complete permanent makeup procedures. The institution will also rent stations to graduates, to give them additional time to learn while sharing a space with experienced professionals. Commissioner Frederick likened this practice to a hair or nail salon. Ms. Hill agreed, with the exception that the stations would be at affordable rates for new artists business start up.

Commissioner Kenny asked about licensing requirements for permanent makeup graduates. Ms. Hill stated that independent artists in their own facility require a Health Department permit and inspection, but there is no governing body for permanent makeup. Commissioner Kenny expressed surprise. Ms. Hill agreed and noted her hope to one day see stricter regulations in the US, similar to those in Europe.

Commissioner Kenny asked about financials in relation to cash on hand and overhead costs. Ms. Hill described how the business recently expanded from a 900 square foot to 3,000 square foot facility and is also licensed to practice cosmetology, so rent from cosmetologists and lash techs help to keep the salon self-sufficient.

**Motion:** Commissioner Frederick – A twelve-month provisional license be granted to Pretty in Ink Brow Academy to offer the Deluxe Permanent Makeup Course and 5 Day Brow Course contingent upon facility approval, personnel, fictitious firm name and surety in the amount of \$10,000.

**Second:** Commissioner Ponder.

**Results:** Unanimous; motion carries.



## **Order to Refund**

### **The Learning Center**

- Testified:** Commissioner Kenny read the Findings of Fact, Conclusions of Law, and Order required to refund students for tuition and fees from the student indemnification account after surety bond funds are received. In summary, students were attending The Learning Center when the school precipitously closed on June 27, 2024. A total of 4 students were impacted by the closure. The institution held surety in the amount of \$46,400 which requires the Commission to submit a claim and Finding of Fact, Conclusions of Law, and Order to collect. There is no anticipated impact on the Student Indemnification Account.
- Discussion:** Commissioner Ponder asked for the total amount the students will be refunded from the surety bond. Administrator Wuest stated that amount is currently undetermined, but the total refund for the 4 affected students is less than the bond.
- Motion:** Commissioner Kenny – Approve the findings of fact, conclusions of law and order.
- Second:** Commissioner Kirner.
- Results:** Unanimous; motion carries.

## **Student Indemnification Claims**

### **Career College of Northern Nevada**

- Testified:** Commissioner Kenny read Administrator Wuest’s report on CCNN student indemnification claims. In summary, students were attending the Career College of Northern Nevada when the school precipitously closed on February 9, 2024. A total of 226 students were impacted by the closure. At the May 1 meeting, 27 refund claims were approved, totaling \$301,974.38. This claim approval resulted in the Student Indemnification Account balance falling below the required \$250,000 balance in Quarter 3 of 2024. Starting in Quarter 3 (July 1, 2024 – September 30, 2024), CPE will begin collecting the required \$5 per new student fee pursuant to NRS 394.557 to be deposited into the Account for Student Indemnification. This is a fee that can be charged to incoming students by the institution and will remain in place until the account balance reaches a minimum of \$250,000. 11 new refund claims are presented for approval, and claims will be processed as funds become available in the account based on the submission date. CPE anticipates account interest and \$5 new payments will cover the \$37,996.94 by October 2024.
- Discussion:** Commissioner Kenny asked about the balance of the indemnification account after the initial claims. Administrator Wuest explained that the account would have approximately \$70,000 remaining, with this new set of claims pushing the balance into negative, but the accrued interest from the last quarter and the additional \$5 enrollment fee will help to replenish funds as claims continue to be paid. CPE is accepting claims until February 7, 2025, so there is potential to receive new claims.

Commissioner Kirner asked about who pays the additional \$5 enrollment fee.

Administrator Wuest explained that institutions can pass that fee onto students or choose to pay it themselves. The process is detailed in the Nevada revised statutes and institutions are given advanced notice of the fee being implemented.

Commissioner Kenny noted that the fees are very low, especially considering the time the fees were legislated. It is worth looking into how to utilize the legislature to raise the student indemnification fee, generate additional income, and bolster the indemnification claim account. Commission Kenny requested the Administrator to research how much tuition costs have increased since the \$250,000 account balance was established and determine a recommended amount.

Administrator Wuest stated she will work with Commissioner Kirner, a former Nevada legislator, to determine the best way to actualize increasing CPE fees and report back at the next Commission meeting.

Motion: Commissioner Kenny – Approve the update to the Career College of Northern Nevada student indemnification claims as presented.

Second: Commissioner Ponder.

Results: Unanimous; motion carries.

**Public Comments**

Kassondra Scott confirmed no one was physically present, on the Zoom meeting, or on the phone for public comment.

**Adjournment**

The meeting was adjourned by Commissioner Kenny. Time: 10:00 AM PDT

## **Administrators Report Prepared 2024**

**1. Computer system update** –CPE reviewing applications in the system for revision and hope to launch soon.

### **2. Institutional Licensees**

#### Closures

Pioneer School of Real Estate – closed 7/22/24 – Institution had not enrolled students in over a year

Aveda Institute – Closed Massage Program 9/20/24 due to regulatory changes – files will remain with institutions due to Cosmetology programs still being offered at Nevada location.

#### Newly Licensed

Pretty In Ink

Doral College

### **3. Backlog of work**

CPE continues to experience a backlog of work due to the number of “change” applications (location, name, added program, modifications) and renewals submitted missing required information in the application or out of compliance with NRS and NAC 394 in part due to the changes from the 2021 legislative session. Staff must provide a response to these institutions of the deficiencies and then review the documents again upon resubmission. CPE is still returning 98% of submissions for revision or missing information. Historically, this return rate was at 50-55% pre covid. Staff have seen a slowdown in the number of added programs and initial applications being received but an increase in renewals coming due.

### **4. State Approving Agency – VA Education Program**

CPE has completed the FY24 VA agreement with a 98% on-time VA submission rate with a 100% approval acceptance. Nevada completed all risk-based assessments and supervisory visits assigned. CPE has met all performance measures but one of the agreement for FY24. CPE was awarded a new VA Agreement for FY25 starting October 1, 2024. A revised national application has been approved by the VA and effective October 1, 2024. All applications received prior to the release of the new application must be processed no later than December 31, 2024 to be accepted by the VA.

**5. Update on increasing indemnification account from \$250,000 to \$750,000 (NRS 394.553)**

NRS 394.553 was established in 1995 created a non-executive budget to be used for student indemnifications. At the last meeting Chair Kenny requested information on how tuition has increased since the regulations inception. There has been no increases in the account balance since the initial passage. Here are a few statistics concerning increases for the last 20 years. Only 8 institutions are currently licensed that were in existence at the time of the \$250,000 account requirement.

- The National Center for Education Statistics data shows a 214% increase in college tuition and fees costs since the establishment of the student indemnification fund.
- Nevada has seen a significant increase in tuition costs in non-degreeed programs over the last 20 years ranging from 35-125% cost increases in occupations training.
- 93% of non-degreeed programs require a student pay tuition and fees out of pocket with 100% dependency on the student indemnification fund when a refund is required.
- The majority of Nevada licensed colleges and universities programs focus on medical and technical licensed occupations which are more costly to offer than general degrees and create challenges to transfer credits. This increases the likelihood of students requesting refunds.

- In 2022, the U.S. Department of Education 90/10 rule was revised requiring institutions to include all federal funds in the 90% ratio caps. This provides institutions incentive to attract students using private loans and cash pays.
- Licenses institutions are offering more programs via distance education or hybrid modalities increasing capacity for student enrollment.

Commissioner Kirner found a bill sponsor to increase the amount of the account from \$250,000 to \$750,000. CPE has advised institutions that the Student Indemnification Fee can be charged to newly enrolled students.

6. **Quarterly Report** – With 31 institutions unreported, the total enrollment for the July 1, 2024 – September 30, 2024 quarter stands at 10,908 new students. An update will be provided at the meeting.

Q2 updated to 9,109

July-Sept 2024	July-Sept 2023	July-Sept 2022	July – Sept 2021	July – Sept 2020
10,908	10,640	9,896	8,756	8,371

### 7. Student Indemnification Account (SIA) funds

**Total Collected for Quarter 3 to date: \$54,368**

#### 7. CPE Quarterly Activities – July – September 2024

CPE Activity	Number of Applications Processed	CPE Activity	Number of Applications Processed
License Renewals	24	Agent Permits	10
Experiential License	0	VA Compliance Visits/Other Visits	2
School Change of ownership	2	VA Program Approvals (individual programs)	1369
Distance Education Exemptions	7	Transcripts	308
License Evaluations	26	School Audits	8
Added Facility/change of location	2	Added Program and Modifications	19

#### 8. CPE Formal Student Complaints: July 1 – September 30, 2024


Complaints listed only include students who filed formal paperwork with CPE to initiate an investigation. Staff regularly assist students with how to complete internal processes.

Institution Name	Issues/Allegation	Findings	Status
Unitek College	Quality of Education, failure to respond to student	Institution followed grievance policy and has no set time frame for resolution. Institution followed published policy for program withdraw.	Closed
AMO NV	Release of transcript, physical altercation	Institution to released transcript, student filed police report concerning altercation.	Open

Received informal complaints concerning instructional issues, computer issues, refuting expulsion, attendance issues, graduate transcript requests, and regulatory questions for licensed institutions. Transcript, attendance, computer issues

To: CPE Commissioners

From: Maricris Wu, Education Specialist  
Susan Beckett, Compliance Audit Investigator


Subject: Assist to Succeed Las Vegas

For Action: November 6, 2024

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Assist to Succeed Las Vegas was granted provisional approval to offer the Dental Assistant certificate program during the November 1, 2023, Commission meeting. All contingencies were fulfilled, and a provisional license was issued on February 26, 2024.

The institution has had five enrollments since being issued a license. This would not permit enough student records to enable staff to conduct a thorough provisional audit. Staff is requesting and additional nine months to permit Assist to Succeed Las Vegas additional time to enroll students prior to the required audit.

I recommend that:

**The provisional license for Assist to Succeed Las Vegas be extended for nine-months.**

To: CPE Commissioners

From: Maricris Wu, Postsecondary Education Specialist 

Susan Beckett, Compliance Audit Investigator 

Subject: Full Term Licensure Recommendation, Welding School of Nevada  
Greg Gilbert, Owner/Nevada Director

For Action: November 6, 2024

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Welding School of Nevada was granted provisional approval to offer the AWS Sense Welding program consisting of 180 hours of training during the November 1, 2023, Commission meeting. Training prepares students to take the AWS Certified Welder performance-based exam. All contingencies were fulfilled, and the provisional license was issued on December 13, 2023. Since opening, the institution had enrolled 24 students with 10 having graduated by the time of the audit.

On July 31, 2024, a provisional audit was conducted in accordance with NAC 394.445. The audit revealed the institution demonstrates its ability to comply with the provisions of NRS and NAC Chapters 394.

Therefore, I recommend:

**Welding School of Nevada be granted a full-term license.**

To: CPE Commissioners

From: Kelly Wuest, Administrator

*Kelly D. Wuest*

Susan Beckett, Compliance Audit Investigator

*Susan Beckett*

Subject: Full Term Licensure Recommendation, PDH Academy  
Kevin Van Bell, Compliance Specialist

For Action: November 6, 2024

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PDH Academy was granted provisional approval to offer the Nevada Pre-licensing programs: Nevada Salesperson that consisted of 90 hours of training and Structural Inspection program that consisted of 60 hours of training during the August 4, 2021, Commission meeting. All contingencies were fulfilled, and the license was issued on January 28, 2022.

PDH Academy requested two provisional licensure extensions due to low student enrollment and lack of student completion in time audits to be completed prior to the meetings.

On January 10, 2024, a provisional audit was conducted in accordance with NAC 394.445. Due to the audit findings, additional time was required to ensure the institution could demonstrate its ability to comply with the student record keeping requirements pursuant to NRS 394.441 & NAC 394.441 and all applicable provisions of Chapters 394.

On October 2, 2024, an additional provisional audit was conducted in accordance with NAC 394.445. Only student files that were enrolled after the previous audit were reviewed. The audit revealed the institution does demonstrate its ability to comply with the provision of NRS and NAC Chapters 394.

Therefore, I recommend:

**PDH Academy be granted a full-term license.**

To: CPE Commissioners

From: Kelly Wuest, Administrator *Kelly D. Wuest*  
Susan Beckett, Compliance Audit Investigator *Susan Beckett*

Subject: Full Term Licensure Recommendation, Accelerated Dental Assisting Academy/Angie LeBlanc, Licensing Manager

For Action: November 6, 2024

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Accelerated Dental Assisting Academy was granted a provisional license at the February 1, 2023, Commission meeting to offer a ten-week dental assisting course, that consists of 80 hours of training, 36 classroom hours and 44 practical hours. The institution addressed outstanding contingency items and was issued a provisional license on June 20, 2023. Since opening, the institution has enrolled 18 students, with 9 graduated, 3 withdrew, 2 failed the course and 4 still attending at the time of the audit.

On May 5, 2023, Accelerated Dental Assisting Academy applied for a new Foreign Limited Liability Company with the Secretary of State as Accelerated Academy, LLC. On June 22, 2023, a name change application was submitted via portal to the Commission on Postsecondary Education. There were several meetings with Education Specialist Maricris Wu thereafter, explaining the name could not change without a specific motion by the Commission. It was during this audit that CPE found the institution was using a DBA on the Enrollment Agreement and Catalog that were submitted as part of the audit requirements. There is a registered fictitious name registered and accepted by Clark County Clerk on 5/25/2023. The latest bond, May 3, 2024, was also submitted under the name Accelerated Academy, LLC.

On February 7, 2024, a nine-month extension was granted so the institution would have student completions and adequate enrollment for staff to perform an audit.

On September 30, 2024, a provisional audit was conducted in accordance with NAC 394.445. The audit revealed the institution demonstrates its ability to comply with the provisions of NRS and NAC Chapters 394.

Therefore, I recommend:

**Accelerated Dental Assisting Academy (Accelerated Academy, LLC) be granted a full-term license.**



To: CPE Commissioners

From: Maricris Wu, Education Specialist



Susan Beckett, Compliance Audit Investigator



Subject: Las Vegas Bartending School

For Action: November 6, 2024

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Las Vegas Bartending School was granted provisional approval to offer the Bartender certificate program during the November 1, 2023, Commission meeting. All contingencies were fulfilled, and a provisional license was issued on May 31, 2024.

The institution has had no enrollments since being issued a license to enable staff to conduct the provisional audit. Staff is requesting an additional six months to permit Las Vegas Bartending School additional time to enroll students prior to the required audit.



I recommend that:

**The provisional license for Las Vegas Bartending School be extended for six-months.**

## Licensing Worksheet

Applicant: Dr. Heather Allen  
Director of Regulatory Affairs

Institution: Charter College

Prepared by: Kelly D. Wuest, Administrator   
Maricris Wu, Postsecondary Education Specialist 

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For Action: November 6, 2024

### Recommendation

That a twelve-month provisional license be granted to Charter College to offer Associate of Applied Science degrees in Diagnostic Medical Sonography, and Radiologic Technology and a certificate program in Medical Assistant contingent upon approval of staffing, and revised surety in the amount of \$607,000.

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Curriculum: Accrediting body approved.

Surety Bond: Recommended amount bond calculation \$607,000. Previous bond of \$991,000 currently active.

Financial Statement: Received on August 24, 2024 and reviewed on August 24- October 8, 2024.

Budget Estimate: Revision received on October 17, 2024 and approved on October 18, 2024.

Financial Release: Received on August 24, 2024 and reviewed on August 24, 2024

Personnel Information: **CONTINGENCY.**

Certifications: Received on August 24, 2024 and reviewed on August 24- October 8, 2024

Catalog: Revision received on October 17, 2024 and under review.

Enrollment Agreement: Revision received on October 17, 2024 and under review.

Completion Certificates: Received on August 24, 2024 and reviewed on August 24, 2024.

Facility Information: Previously CPE approved.

Fees: Received on August 23, 2024.

## Licensing Worksheet

Prepared by: Maricris Wu, Postsecondary Education Specialist 

Applicant: Stephen Kystek, Owner  
Joseph Salvaggio, Academic Director

School: Academy of Protective Studies

For Action: November 6, 2024

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### **Recommendation**

That a twelve-month provisional license to be granted to Academy of Protective Studies to offer six vocational programs in Nevada Armed Security Office (PILB); Residential Security Operations; Protective Security Operations; Covert Operation and Protective Surveillance; Protective Emergency Casualty Care and Protective Driving Operations.

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Curriculum: Curriculum Approved by Nevada POST.

Bond: Recommend amount is \$10,000 received on October 11, 2024.

Financial Statement: Received on August 15, 2024 and reviewed on August 20- September 27, 2024.

Budget Estimate: Received on August 15, 2024 and reviewed on August 20, 2024.

Financial Release: Received on August 15, 2024 and reviewed on August 20, 2024.

Personnel Information: Personnel and credential forms completed on October 9, 2024.

Certifications: Received on August 15, 2024 and reviewed on August 20, 2024.

Catalog: Received on August 15, 2024, under pending review.

Contract: Received on August 15, 2024, under pending review.

Completion Certificates: Received on August 15, 2024 and reviewed on August 20, 2024.

Facility Information: Received on October 22, 2024.

Fees: Received on August 15, 2024.

## Licensing Worksheet

Prepared by: Kelly D. Wuest, Administrator *Kelly D. Wuest*

Applicant: Nina Malone, Owner and Director

Institution: Dog Groomer Skills Academy

For Action: November 6, 2024

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### Recommendation

That a twelve-month provisional license be granted to Dog Groomer Skills Academy to offer the General Dog Grooming course.

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Curriculum: Received on August 27, 2024 and approved on October 7, 2024.

Surety Bond: Bond calculation \$21,600 provided on October 21, 2024.

Financial Statement: Received on August 27, 2024 and reviewed on September 23-25, 2024.

Budget Estimate: Revision received on October 14, 2024 and reviewed October 14, 2024.

Financial Release: Received on August 27, 2024 and reviewed on September 23, 2024.

Personnel Information: Completed on September 19, 2024.


Catalog: Received on August 27, 2024 currently under review

Enrollment Agreement: Received on August 27, 2024 and reviewed on October 9, 2024.

Completion Certificates: Received on August 27, 2024 and reviewed on September 7, 2024.

Facility: Received on August 27, 2024 and completed on September 3, 2024.

Fees: Received on August 27, 2024.

To: CPE Commissioners  
From: Kelly Wuest, Administrator   
Subject: NC Lab  
Request for Extension of Provisional License and Added Programs  
For Action: November 6, 2024

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NC Lab was granted provisional approval to offer the certificate program in Python Developer during the February 1, 2023 Commission meeting. All contingencies were fulfilled, and the license was issued on February 21, 2023. NC was granted an extended provisional license in February 2024 for no enrollments.


CPE staff met with Mr. LaFrance in September 2024 concerning the institution. NClab has been providing training in conjunction with University of Nevada Reno as part of a degree program and with College of Southern Nevada and Truckee Meadows Community College. While NClab provided the online software and education support, all funds and student enrollment occurred within the public institutions resulting in the zero enrollments reports. CPE staff is working with NClab to have the student enrollments properly recorded.

The institution has requested the addition of two programs Data Analyst (315 hour program) and Automation Technician (105 hours) to enable them to enroll students in programs as an institution outside of the contractual agreements with Nevada System of Higher Education. These programs are within the institutions scope of operation but require the Commission to permit the addition through a motion.

I recommend that:

**NC Lab be granted an extended provision license with the addition of the Data Analyst and Automation Technology programs.**

To: CPE Commissioners

From: Kelly Wuest, Administrator 

Subject: Student Indemnification Claims  
Career College of Northern Nevada Closure

For Action: November 6, 2024

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The following are student indemnification claims for students attending the Career College of Northern Nevada when the school precipitously closed on February 9, 2024. A total of 226 students were impacted by the closure.

Starting in Quarter 3 (July 1, 2024 – September 30, 2024), CPE began collecting the required \$5 per new student fee pursuant to NRS 394.557 to be deposited into the Account for Student Indemnification due to the account falling below the \$250,000. This is a fee that can be charged to incoming students by the institution and will remain in place until the account balance reaches a minimum of \$250,000. NRS 394.520 requires a \$10,000 reserve be held in the account at all times. As of October 18, 2024, a total of 24 claims have been paid out (\$296,412.16), 8 are pending payment with DETR FM (91,571.04), 1 claim held for funding availability and 5 awaiting claims release form return.

The list of 8 students, tuition and fee changes along with the indemnification for each student is attached for the Commissions review. If approved by the Commission, claims will be processed as funds become available in the account based on the submission date and return of the Claim Release Form. Student Indemnification Fund collection was reported in the Administrators Report.