

**Ministry of Training,
Colleges and Universities**
Office of the Superintendent
Private Career Colleges Branch
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**Ministère de la Formation
et des Collèges et Universités**
Bureau du Surintendant
Direction des collèges
privés d'enseignement professionnel
77, rue Wellesley Ouest
Boîte 977
Toronto ON M7A 1N3



Particulars of Notice of Contravention and Review Decision

S. 49 (1) Private Career Colleges Act, 2005 (“Act”)

March 6, 2014

These particulars are posted following the issuance of an administrative penalty for which a review was requested. Penalties may be reviewed upon request within 15 days of receipt of a Notice of Contravention. The review decision is made considering not only the information originally available at the time the Notice of Contravention was issued, but also any new information not previously available that may have been supplied in support of the request for a review. On review, an administrative penalty may be upheld, rescinded or reduced. A review decision is final.

Original service date: April 8, 2013

APICS Toronto Chapter
300-1370 Don Mills Road
Toronto, ON M3B 3N7

Description:	Original Amount:	Review Decision:
<p>Act, s. 8 (1) — Prohibition against providing vocational programs</p> <p>On October 5, 2012 a designate of the Superintendent of Private Career Colleges (the “Designate”) emailed questions to APICS Toronto Chapter (the “School”) about “certification” and training in production and inventory management (“CPIM”). The Designate also asked if the CPIM training was available at the School’s location in Toronto. A representative of the School replied that the School offers courses to help individuals prepare for certification.</p>	<p>\$1,000 per day</p>	<p>Penalty of \$1,000 per day is upheld. The penalty accumulated from April 8, 2013 to April 9, 2013 (inclusive).</p> <p>The balance of the evidence indicates that the School was providing unapproved vocational programs to students by bundling programs (or “modules”) that were exempt from the requirements of the Act (under 40 hours or less than \$1,000) into packages that would require approval as a vocational program.</p> <p>Evidence indicates that, through the pre-screening process, the School was aware of the</p>

Description:	Original Amount:	Review Decision:
<p>On March 14, 2013 two Designates visited the School. During this visit, the School's representative confirmed that the School offered courses on weekends. The Designates then requested copies of enrolment records. These records indicated that the School had enrolled students in one or more modules of a CPIM training program that corresponded to a vocation set out in the National Occupational Classification, 2001. Students who registered for two or more modules received over 40 hours of training and were charged over \$1,000.</p>		<p>requirements to register and obtain program approval prior to offering any vocational programs that exceed the exemption thresholds.</p> <p>Original penalty: \$2,000 Penalty following review: \$2,000</p>
<p>Act, s. 9 — Prohibition against charging fee</p> <p>The School's enrolment records indicated that 57 students registered for two or more modules of the CPIM training program from January 2011 to March 2013. Each of these students paid more than \$1,000 to the School for the training.</p>	<p>\$1,000 per day</p>	<p>Penalty of \$1,000 per day is upheld. The penalty accumulated from April 8, 2013 to April 9, 2013 (inclusive).</p> <p>The balance of the evidence indicates that the School was charging students a fee for the provision of an unapproved vocational program. Evidence indicates that over 50 students paid more than \$1,000 for their training at the School.</p> <p>Original penalty: \$2,000 Penalty following review: \$2,000</p>
<p>Act, s. 11 — Restrictions on advertising and soliciting</p> <p>On March 28, 2013 a Designate reviewed the School's website at www.apics.ca. On that date the Designate saved in Adobe format a copy of each of five registration application pages corresponding to the five modules of the CPIM training program. The Designate noted that these online registration application forms did not set out any pre-requisites for the program.</p> <p>On April 3, 2013, a Designate saved a copy of the School's "education page" from its website as an Adobe document. This page</p>	<p>\$1,000 per day</p>	<p>Penalty of \$1,000 per day is upheld. The penalty accumulated from April 8, 2013 to April 9, 2013 (inclusive).</p> <p>The balance of the evidence indicates that the School was advertising an unapproved vocational program to students by bundling modules that fell under the exemption threshold into packages that would require approval.</p> <p>Evidence indicates that, through the pre-screening process, the School was aware of the requirements to register and</p>

Description:	Original Amount:	Review Decision:
<p>listed the courses leading to the CPIM designation and described the School as the “leading educator in the field of resource management.”</p>		<p>obtain program approval prior to advertising vocational programs that exceed the exemption thresholds.</p> <p>Original penalty: \$2,000 Penalty following review: \$2,000</p>
<p>Act, s. 7 — Prohibition against operating a private career college</p> <p>Review of the School’s advertising, discussion with the School’s representatives, and analysis of the School’s records indicated that the School was operating an unregistered private career college.</p>	<p>\$1,000 per day</p>	<p>Penalty of \$1,000 per day is upheld. The penalty accumulated from April 8, 2013 to April 9, 2013 (inclusive).</p> <p>By advertising, providing, and charging a fee to students for an unapproved vocational program, the School was operating an unregistered private career college.</p> <p>Original penalty: \$2,000 Penalty following review: \$2,000</p>
<p>Total original penalties: \$8,000</p>		<p>Total penalties following review: \$8,000</p>