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MEMORANDUM NUMBER 30-2025-02

TO: Florida College System Reports Coordinators

FROM: Kimberly Pippin, Bureau Chief
Community College and Technical Center Management Information Services

DATE: July 11, 2024

SUBJECT: 2023-2024 Recreation and Leisure Headcount Report/Certification

DUE DATE: **Due Friday, August 9, 2024**

All colleges are required to submit an unduplicated headcount of the number of recreation and leisure students enrolled during the 2023-2024 reporting year (Summer, Fall and Spring terms) using the [Annual Recreation and Leisure Enrollment Certification Form](#).

This certification form is due no later than Friday, August 9, 2024, and must be submitted using the specified certification file name.

All colleges must complete and return this form, even if your college has **no** enrollment in recreation and leisure courses/programs.

If you have any questions, please contact Ayusha Mahajan at Ayusha.Mahajan@fldoe.org or Katie Mueller at Katherine.Mueller@fldoe.org.

KP/am

cc: College Executive Assistant to the President