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OSFA-STATE: # 22-23:09

MEMORANDUM

TO: Financial Aid Directors at Postsecondary Institutions Participating in State Scholarship and Grant Programs

FROM: Parker Campbell
Director, State Scholarships and Grants

DATE: October 27, 2022

SUBJECT: Dual Enrollment Scholarship Program (DES) – Fall/Spring Reimbursement Request Report (RRR)

The 2022 Florida Legislature amended section (s.) 1009.30, Florida Statutes (F.S.), through Chapter 2022-154, Laws of Florida (L.O.F.), to allow tuition, fees, and instructional materials costs to be reported and fully refunded provided that there are sufficient funds remaining. Also amended was the deadline for DES reimbursement request submissions to be no later than 30 days after the end of the institution's regular registration period. Additionally, the Florida Department of Education is now required to reimburse each participating postsecondary institution no later than 30 days after the postsecondary institution has reported enrollment for the term.

Chapter 2022-156, L.O.F., (General Appropriation Act) appropriated \$18,050,000 for the reimbursement of eligible dual enrollment expenses that include tuition and related instructional materials costs at public postsecondary institutions. Reimbursements are available for eligible students enrolled at public postsecondary institutions within the State University System, Florida College System, and at district-sponsored career centers established under s. 1001.44, F.S.

Eligible Students by Term

- Fall and Spring – private school and home education secondary students.
- Summer – public school, private school, and home education secondary students.

Calculating Tuition Reimbursement

Tuition reimbursements are calculated by multiplying the total dual enrollment hours enrolled (credit hours or clock hours) per student by the institutional cost per instructional unit shown below as referenced in s. 1009.30(6), F.S. Postsecondary institutions reporting both clock hour and credit hour courses should convert the clock hours at a rate of 30 clock hours for every 1 credit hour, and report only credit hours.

- State University System (SUS) = \$105.07/credit hour
- Florida College System (FCS) = \$71.98/credit hour
- District-Sponsored Career Centers = \$2.33/clock hour

Suzanne Pridgeon
Deputy Commissioner, Finance and Operations

Instructional Materials Costs

Reimbursement for instructional materials costs from the fall, spring, and summer terms will be for the full amount requested, provided that there are sufficient funds available.

Reimbursement Reporting

Postsecondary institutions must report reimbursement requests to the Office of Student Financial Assistance (OSFA) either manually via the OSFA website, through the Reimbursement Request Report (RRR), or by using the RRR batch file process. Please refer to the attached RRR file layout for reference. Each postsecondary institution is responsible for identifying and reporting demographic and course data for each eligible secondary student by term as described in the 2022-23 DES Fall-Spring Reimbursement Request Report File Layout.

Initial allocations will not be issued prior to the start of any term. The RRR will be available for submission on the day after your institution's listed last day of drop/add as provided on the 2022-23 Postsecondary Institution Renewal Application. Submissions for reimbursement for the fall 2022 and spring 2023 terms may be adjusted within your institution's 30-day window of access. Reimbursement submissions for the fall, spring, and summer are required to be completed within 30 days after the end of regular registration.

Reimbursement Funding

Funds will be provided to institutions 30 days after the last institution's RRR is received each semester. Should the total reimbursement request exceed the remaining program funds, reimbursements will be prorated. Prorated amounts may be made whole if additional funds are appropriated by the Legislature that are sufficient to cover the full amount.

Should you have questions regarding the Dual Enrollment Scholarship Program, you may contact Rashad Crawford via email at Rashad.Crawford@fldoe.org, or the OSFA Customer Service Center at 888-827-2004.

PC/rc

Attachment: Dual Enrollment Reimbursement Request Report (RRR)

cc: Lou Anne Standley, Assistant Deputy Commissioner
Rashad Crawford, Program Specialist