



State Board of Education

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MEMORANDUM

TO: Florida College System Presidents

FROM: Henry Mack

DATE: October 8, 2021

SUBJECT: Program Certification Requirements for College Automotive Service Technology (AST) Programs

Section (s.) 1004.925, Florida Statutes (F.S.), requires that all automotive service technology programs be industry certified in accordance with rules adopted by the State Board of Education. In 2011, the State Board of Education adopted Rule 6A-6.05731, Florida Administrative Code, regarding the certification requirements for these programs. In addition, the statute specifies the following:

Effective with the 2013-2014 fiscal year, students enrolled in an automotive service technology education program that is not industry certified pursuant to this section shall not be eligible to be reported for state funding.

When reviewing each college's compliance with this rule, the Division of Career and Adult Education (DCAE) analyzed the three most recent years of reported enrollment as well as certification dates provided by the certifying agency. For the 2021-2022 reporting year, enrollment in 2018-2019, 2019-2020 and 2020-2021 will be used to determine which institutions are required to meet s. 1004.925, F.S. Institutions that do not meet the requirements during a reporting window could be ineligible to report enrollments for funding. For the 2021-2022 year, the Florida College System windows for reporting data are as follows:

Reporting Window 1E: August 13, 2021 to October 1, 2021
Reporting Window 2E: January 7, 2022 to March 11, 2022
Reporting Window 3E: April 1, 2022 to June 10, 2022

Henry Mack
Chancellor of Career and Adult Education

DCAE determines institutional compliance by:

1. Identifying institutions that reported enrollment in at least one AST program in the 2018-2019 reporting year.
2. Determining which institutions also reported enrollment for 2019-2020 and/or 2020-2021.
3. Determining if the institution will be certified during the reporting window.

If an institution had enrollment in 2018-2019, but is no longer offering an AST program, the college may continue to receive a letter once the institution falls out of compliance unless:

- The college has no reported enrollment for two full years; or
- The institution has no reported enrollment for one full year and DCAE has received a letter from the college administrator who oversees AST or the college chief academic affairs officer notifying us of closure of the program; or
- If the college was previously certified and DCAE has received a letter from the certifying agency confirming closure of the program.

Attached to this memo is an enrollment history for the past three years (2018-2019, 2019-2020 and 2020-2021) for all institutions that reported enrollment in an AST program in 2018-2019.

For colleges identified on the attachment that are not certified by the Automotive Service Excellence (ASE) Education Foundation or whose certification expires before the survey dates, any reported enrollment will not be used in funding calculations until such time as the programs are certified in accordance with the statute and rule. These institutions may contact Bob Blevins at 850-245-9015 or Robert.Blevins@fldoe.org to provide accreditation documentation or discuss accreditation status. He may also be contacted if the program at a school falls under the accreditation of another college site or if you have questions regarding the current status of the accreditation for a college's AST program.

HM/ak

Attachment