FLORIDA DEPARTMENT OF EDUCATION
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MEMORANDUM 30-2027-09

TO: Florida College System (FCS) Reports Coordinators

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

DATE: Friday, October 2, 2026

SUBJECT: 2026-2027 Integrated Postsecondary Data System (IPEDS) Graduation Rate Survey - Four-Year Institution Exclusions

DUE DATE: Friday, October 30, 2026

The Bureau of Community College and Technical Center Management Information Systems (CCTCMIS) announces the collection of exclusions data for the 2026-2027 IPEDS Graduation Rate Survey. This survey includes a six-year look at completion and graduation rates.

The exclusions data collection begins on Friday, October 2, 2026, and colleges must provide a file containing exclusion type and student data from the Fall 2020-2021 cohort. The format and instructions for the exclusions file are attached.

Please submit the exclusions file with the exclusion type and students' identification numbers using the filename CCxx.STU.EXCLUDE4.T2B2021.PROD.txt (where xx is the institution number). Submit the certification form and indicate "No" on the form if your college has no students meeting exclusion criteria in the cohort.

The exclusions file data submission is due Friday, October 30, 2026. The certification form is available on the CCTCMIS website and must be submitted by Monday, November 2, 2026, using the specified certification file name listed within the form.

If you have any questions, please email the appropriate staff below:

Data Processing Manager: Katherine Mueller
Exclusions Database: Dipalee Kinge

KP/dk

Attachments

cc: Florida College System Executive Assistants to the Presidents
Florida College System Chief Information Officers

Florida College System (FCS)
2026-2027 Integrated Postsecondary Data System (IPEDS)
Graduation Rate Survey - Four-Year Institution
Instructions for Exclusions File Submission

Four-Year Cohort

The Fall 2020-2021 cohort file, CCxx.IPEDS.EXCLUSIONS.GRS.EF.2021 (where xx is the institution number), has been sent to your college via TIBCO® by the Bureau of PK-20 Education Reporting and Accessibility (PERA). Download the file to a secure area.

Exclusions

Include **ONLY** those records of students from the Fall 2020-2021 cohort who meet one of the following criteria:

a. The student is deceased or is totally and permanently disabled and thus unable to return to school.
b. The student left school to serve in the armed forces or was called up to active duty (Do NOT include students already in the military who transfer to another duty station).
c. The student left school to serve with a foreign aid service of the federal government, such as the Peace Corps.
d. The student left school to serve on an official church mission.

Include all exclusions from Fall 2020-2021 through, and including, Summer 2026-2027.

Return the exclusions file to Community College and Technical Center Management Information Systems (CCTCMIS) with the student identification number of the exclusion-eligible students, if any, using the following file naming convention:

CCxx.STU.EXCLUDE4.T2B2021.PROD.txt (where xx is your institution number)

NOTE: Files with invalid filenames will be rejected and deleted.

If your college has no exclusion eligible students in this cohort, please send the certification form only and indicate "No" on the form.

The exclusions files are due by Friday, October 30, 2026, and the completed certification form is due by Monday, November 2, 2026.

Records not in the original cohort will not be loaded.

Florida College System (FCS)
Integrated Postsecondary Data System (IPEDS)
2026-2027 Four-Year Institution Graduation Rate Survey
2020-2021 Fall Enrollment
Exclusions Record Format

Field Characteristics: A = Alphabetic only A/N = Alphanumeric N = Numeric only					PERA cohort file already sent through TIBCO®: CCxx.IPEDS.EXCLUSIONS.GRS.EF.2021 College will submit via TIBCO® to CCTCMIS file: CCxx.STU.EXCLUDE4.T2B2021.PROD.txt (Where xx is the institution number)
Item No.	**From-To**	**Size**	**Field Char**	**Field Name**	**Field Description**
1	1-2	2	N	CCNUM	Two-digit college number (**01-28**)
2	3-8	6	A/N	TrmYear	2B2021 (Beginning of Fall Term 2020-21)
3	9-18	10	A/N	PSNID	10-character student identifier
4	19-19	1	A	ExclType	Type of Exclusion: A - The student is deceased or is totally and permanently disabled and thus unable to return to school. B - The student left school to serve in the armed forces or was called up to active duty (Do NOT include students already in the military who transfer to another duty station). C - The student left school to serve with a foreign aid service of the federal government, such as the Peace Corps. D - The student left school to serve on an official church mission.
5	20-33	14	A/N	FLEID	14-character Florida Education Identifier