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MEMORANDUM 30-2027-07

TO: Florida College System (FCS) Reports Coordinators

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

DATE: Friday, September 18, 2026

SUBJECT: Reporting Year 2025-2026 Annual Financial Aid Processing and Certification

DUE DATE: Friday, October 9, 2026

On Friday, September 18, 2026, the annual financial aid data submission window opens for the 2025-2026 reporting year.

All colleges must successfully submit and load the annual financial aid data by the end of processing on Friday, October 9, 2026. The submission window closes by the end of processing on Friday, October 23, 2026. The scheduled submission processing times are documented in the Data Submission Procedures.

Certifications for these data submissions are due Monday, October 26, 2026. Certification forms are available on the CCTCMIS website and should be submitted using the specified certification file name listed within the form.

If you have any questions, please email Ayusha Mahajan, Student Database Administrator, at Ayusha.Mahajan@fldoe.org or Katie Mueller at Katherine.Mueller@fldoe.org.

KMP/klm

cc: Florida College Executive Assistant to the President
Florida College Chief Information Officer