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MEMORANDUM NUMBER 30-2020-02

TO: Florida College System Reports Coordinators
FROM: Juan Mestre
DATE: July 10, 2019
SUBJECT: 2018-19 Recreation and Leisure Headcount Report/Certification
Due by Friday, August 2, 2019

All colleges are required to submit an unduplicated headcount on the number of recreation and leisure students enrolled during the 2018-19 reporting year (summer, fall and winter/spring terms) using the [Annual Recreation and Leisure certification form](#) available on our website. This certification form is due no later than August 2, 2019, and must be submitted using the specified certification file name.

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

If you have any questions, please contact Linda Wheatcraft-Smith at Linda.Wheatcraft-Smith@fldoe.org or Kimberly Pippin at Kimberly.Pippin@fldoe.org.

JM/lis

cc: College Executive Assistant to the President