

# COMMISSION FOR INDEPENDENT EDUCATION STAFF NEWS

Samuel L. Ferguson, Executive Director

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## In This Issue:

[Rule Changes Adopted](#)

[Personnel Changes](#)

[Ask Licensure](#)

[Calendar](#)

[Contact Us](#)

## Important Dates:

**March 12**  
Commission Meeting  
Orlando

**April 22**  
Renewal Applications  
Due for July

## CIE Website Links:

[CIE Home](#)

[Institution Login](#)

[Rules & Law](#)

[Staff Directory](#)

## Agenda Information

Location:	Date and Time:
<a href="#">Holiday Inn Hotel and Suites</a> 5905 South Kirkman Road Orlando, Florida 32819 (800) 327-1364	March 12, 2008 Beginning at 9 a.m.
Webcast:	Webcast Requirements:
Go to <a href="http://www.fldoe.org/cie">www.fldoe.org/cie</a> the day of the meeting and click on the webcast link.	Windows Media Player version 9 or higher

## CIE Rule Changes Adopted



After approval by the State Board of Education, the revisions to Rule 6E-4.001, Florida Administrative Code (Fees and Expenses) went into effect on January 30, 2008. The changes to the Rule established a new fee structure for all of the licensed institutions under the Commission for Independent Education.

The new fee structure bases the fees for the annual renewal of licensure on the institution's reported enrollment for the previous fiscal year (July 1-June 30). As a result of these revisions, it becomes very important for each institution to report their enrollment data by using the CIE Annual Data Collection. The Rule also states that institutions that have not reported their enrollment data to the Commission shall have their fees assessed at the highest level.

The Commission for Independent Education's staff shall use the new fee structure to calculate the annual renewal fees for each licensed institution each year. As part of this process, each institution will receive a statement reflecting their annual fees along with their annual notice of renewal.

If you have any questions concerning these changes, please contact your Program Specialist at (850) 245-3200.

## Personnel Changes at CIE

After more than four years with the Commission for Independent Education, Andrew Myers has taken advantage of another opportunity within the Florida Department of Education. With Andrew's departure, some staffing changes have occurred.



Patty Aronoff now directs the Consumer Services Team and Jeannie Yockey-Fine has now taken on the leadership of the Licensure Team. Talman Sisk has also expanded his managerial role over the Licensure Team and Consumer Services Team. Max Ketterman, the leader of the Information Management Team, is also now assisting with legislative issues.

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## Ask Licensure



### *What is the CIE Annual Data Collection?*

The Commission conducts the CIE Annual Data Collection in the fall of each year. The data submitted by each institution is based on activity that occurred from the dates of July 1 through June 30. This is the fiscal year for the Commission for Independent Education and the institution must report their data based on the CIE's fiscal year, not their fiscal year. For example, student data for the 2006-2007 fiscal year would be based on enrollment and graduation from July 1, 2006 through June 30, 2007. Since these data are collected by program, enrollment means the number of students (headcount) that attended that program during the reporting period. If a student attended more than one program during the fiscal year they must be reported for each program.

If an institution has had no enrollment for the reporting period, the institution is still responsible for reporting and would enter zeros in all of the required fields. If an institution had enrollment, but no graduates, the institution must report the enrollment data to the Commission and enter zeros for the other required fields. For example, if the institution only enrolled students during the months of April and May of 2007, but had no graduates as of July 1, 2007, the institution would report that enrollment and would also enter zeros for graduates and placement. Any institution that does not collect demographic data on their enrollees (i.e. age, residence, and ethnic origin) will need to enter zeros in those fields in order to complete the submission.

If you have further questions about the CIE Annual Data Collection, please contact Joey Smith or Max Ketterman at (850) 245-3200.

## Calendar

COMMISSION MEETING DATES AND LOCATIONS	> NEW INSTITUTE > SUBSTANTIVE > CHANGES > CHANGE OF OWNERSHIP/CONTROL  MUST BE RECEIVED NO LATER THAN:	> ANNUAL RENEWALS PROGRAM > ADDITIONS/MODIFICATIONS AND ALL OTHER LICENSE RELATED MATTERS  MUST BE RECEIVED NO LATER THAN:
March 12, 2008 Orlando	Tuesday November 13, 2007	Thursday December 13, 2007
May 14, 2008 Orlando	Tuesday January 15, 2008	Thursday February 14, 2008
July 21, 2008 Miami	Friday March 21, 2008	Tuesday April 22, 2008

### How to Contact Us

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