



Ben Gibson, *Chair*  
Ryan Petty, *Vice Chair*  
*Members*  
Monesia Brown  
Esther Byrd  
Grazie Pozo Christie  
Kelly Garcia  
MaryLynn Magar

**DFC Memorandum Number: 2023-09**

Contact: Lisa Cook

Email: [Lisa.Cook@fldoe.org](mailto:Lisa.Cook@fldoe.org)

Phone: 850-245-0407

## MEMORANDUM

**TO:** Florida College System Presidents

**FROM:** Kathryn S. Hebda

**DATE:** December 8, 2023

**SUBJECT: Approval of New Rule 6A-14.00612, Florida Administrative Code, (F.A.C.)  
Designation of Restrooms and Changing Facilities in Florida College System  
(FCS) Institution Facilities**

House Bill 1521 passed to become Chapter [2023-106](#), Laws of Florida, creating s. [553.865](#), Florida Statutes, and establishing the Safety in Private Spaces Act. This law prohibits persons from willfully entering a restroom or changing area that does not align with their sex, as determined at birth, except in certain specified circumstances. The new rule [6A-14.00612](#), F.A.C., was approved by the State Board of Education on August 23, 2023. The rule includes reporting compliance requirements for FCS institutions to certify to the Department they have met the requirements for facilities and established policies and disciplinary actions for students and employees who violate the new provisions. The rule also includes [Form FCS-SPSA 6A-14.00612](#), **which colleges need to complete for all existing facilities by April 1, 2024**. The college can submit one form for all existing facilities (or may complete one form for each site) by attaching the appropriate facilities inventory. Colleges should complete a new form for any new facilities opened after April 1, 2024, within one year of the opening or acquisition date. Completed forms must be submitted to [ChancellorFCS@fldoe.org](mailto:ChancellorFCS@fldoe.org).

Please feel free to contact Lisa Cook, Associate Vice Chancellor of Fiscal Policy, Division of Florida Colleges, at [Lisa.Cook@fldoe.org](mailto:Lisa.Cook@fldoe.org) if you have any questions.

KH/lc

cc: Kimberly Richey, Senior Chancellor, Florida Department of Education  
Kevin O'Farrell, Chancellor, Division of Career and Adult Education  
Clifford Humphrey, Executive Vice Chancellor, Division of Florida Colleges  
FCS Facilities Directors

KATHRYN S. HEBDA  
FLORIDA COLLEGE SYSTEM CHANCELLOR