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## **MEMORANDUM**

**TO:** Florida College System Workforce Administrators  
District Technical College Directors  
District Career and Technical Education Directors

**DATE:** March 24, 2023

**FROM:** Kevin O’Farrell, Ph.D.

**SUBJECT:** Amendments to Rule 6A-10.040, F.A.C., Basic Skills Requirements for Postsecondary Career Certificate Education

The State Board of Education approved amendments to [Rule 6A-10.040, Florida Administrative Code, \(F.A.C.\), Basic Skills Requirements for Postsecondary Career Certificate Education](#) at the State Board of Education meeting on January 18, 2023. The amendments became effective February 21, 2023.

The following summarizes the substantive changes:

- In subsection (1)(e), the [Florida Basic Abilities Test](#) was added to the list of assessment instruments that may be used to satisfy Basic Skills Exit Requirements. This assessment may only be used in law enforcement or corrections training programs.
- In subsection (8)(c), the [2022-23 Basic Skills Licensure Exemption List](#) was incorporated by reference and in (8)(e) an additional exemption was added for candidates entering a law enforcement officer basic recruit training program, if he or she is a veteran as defined in Section 1.01(14), Florida Statutes (F.S.), or holds an associate degree or higher from an accredited college or university. This conforming language aligns to House Bill 3 (2022), An Act Relating to Law Enforcement, which contained numerous provisions to attract and retain qualified law enforcement officers.

As a reminder, institutions are required to document eligibility of the exemption. Interested students claiming veterans’ status for the purpose described herein should be

Kevin O’Farrell  
Chancellor of Career and Adult Education

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advised to obtain and present the DD Form 214, Certificate of Release or Discharge from Active Duty, or other military documentation indicating an honorable discharge from the armed services. Documented exemption evidence should be maintained in the student's record for auditing purposes. For more information, the Florida Department of Military Affairs maintains a website on military records located at:

<https://floridavets.org/resources/records/>

- In subsection (9), language was added to clarify that K-12 students in an eligible career dual enrollment program pursuant to s. 1007.271, F.S., are exempt from the basic skills examination requirement if they have demonstrated readiness for postsecondary education in accordance with Rule 6A-10.0315, F.A.C., prior to admission into the career certificate program. Dual enrollment students who have not met this requirement must complete the basic skills examination, unless otherwise exempt.

Should you have additional questions, please contact Kathleen Taylor, Bureau Chief, at 850-245-9062 or via e-mail at [Kathleen.Taylor@fldoe.org](mailto:Kathleen.Taylor@fldoe.org).

KO/kt