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### **Statewide Email**

**DATE SENT:** June 19, 2020

**FROM:** Henry Mack, Chancellor of Career and Adult Education

**TO:** Florida College System Workforce Administrators

**Via:** [Chancellor2@fldoe.org](mailto:Chancellor2@fldoe.org)

**SUBJECT:** Awaiting Limited Access & General Freshman

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Colleagues,

Following the updates at the Council of Workforce Education (CWE) and Council of Instructional Affairs (CIA) meetings last week, the department has received requests for technical assistance around data element 2005, the classification of a student's program of study. Specifically, institutions are seeking clarity on methods for reporting students under the "awaiting limited access" designation.

The allocation of Perkins V funds is based on the colleges' proportionate share of economically disadvantaged students enrolled in CTE programs. As part of the Perkins V plan development last year, a working committee discussed whether students who were only classified as Awaiting Limited Access (ALA) or General Freshman (GF) with an *intended* CTE program also identified may be included in the allocation formula.

Based on an analysis of data, an institutional survey, and multiple discussions with colleges, there is indeed significant variation in how colleges define, implement, and report students in ALA and GF, a topic that was discussed at the Council of Presidents meeting last spring. To bring consistency to how these values are operationalized, at the request of the department, CWE formed a small workgroup that developed proposed definitions for ALA and GF. These recommendations were subsequently considered by voting members of CWE and presented to all councils last week.

We appreciate the work CWE has done on a proposed definition. Ultimately, the department will make the decision regarding this definition and Perkins funding, with consideration given to the recommendations proposed by the Florida College System's councils, including the Council of Presidents, CWE and CIA. Additionally, the department wants to acknowledge that standard definitions

**Henry Mack**  
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for ALA and GF have broader reaching implications than just those related to Perkins. Implementing a new definition of ALA and adjusting reporting practices may require significant institution modifications to policies and practices and would involve coordination across college program areas.

For these reasons and because the department has not yet adopted definitions of data policies, the department encourages institutions to hold on implementing any new policies, practices, or business rules related to ALA or GF. We recognize there may be a sense of urgency driven by a concern of potentially underreporting students for Perkins funding; however, implementing new policies based on the proposed recommendation would be premature. We do encourage your institutions to review existing policies and begin internal discussions about the usage of the ALA and GF variables and the accompanying advising and reporting practices associated with those students who have signaled a desire to formally enroll in a CTE program but cannot.

As we move toward a more consistent definition of ALA and GF or a solution that ensures for equity in Perkins allocations, the department will provide additional opportunities for a broader discussion. After that, once we have arrived at a decision, we will make available any technical assistance that may be required. In the meantime, please contact the Division of Career and Adult Education should you have any further questions or concerns.

Best,

Henry