



State Board of Education

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**MEMORANDUM 30-2022-06**

**TO:** Florida College System Reports Coordinators  
**FROM:** Kimberly Pippin, Bureau Chief  
**DATE:** September 15, 2021  
**SUBJECT:** Reporting Year 2020-21 Annual Financial Aid Processing and Certification  
**DUE DATE:** **Friday, October 8, 2021**

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The window will open for the annual Financial Aid data submission for the 2020-21 reporting year on Friday, September 17, 2021.

All colleges must successfully submit and load the annual Financial Aid data by the end of processing on Friday, October 8, 2021. The submission window will close by the end of processing on Friday, October 22, 2021. The scheduled submission processing times are documented in the [Data Submission Procedures](#).

Certifications for these data submissions are due Monday, October 25, 2021. Certification forms are available on the [CCTCMIS website](#) and should be submitted using the specified certification file name listed within the form.

If you have any questions, please email Katherine Mueller, Student Database Administrator, at [Katherine.Mueller@fldoe.org](mailto:Katherine.Mueller@fldoe.org) or Kimberly Pippin at [Kimberly.Pippin@fldoe.org](mailto:Kimberly.Pippin@fldoe.org).

KMP/klm

cc: Florida College Executive Assistant to the President  
Florida College Chief Information Officer