College of Central Florida
Meeting of the District Board of Trustees
Wednesday, June 24, 2026
3:00 p.m.
Founders Hall Board Room, Ocala Campus

A G E N D A

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

MINUTES

1. Meeting Minutes

CONSENT AGENDA

Routine Business

2. Personnel Actions
3. Property Donations/Dispositions

Agreements, Contracts, Leases

4. Agreement for Services of International Independent Contractors
5. Ambleside School of Ocala Articulation Agreement 2026-2027 – Renewal
6. Creekside Christian School Articulation Agreement 2026-2027 - Renewal
7. Dixie County School Board Articulation Agreement 2026-2027 – Renewal
8. Eckerd Youth Alternatives Articulation Agreement 2026-2027 – Renewal
9. Gilchrist County School Board Articulation Agreement 2026-2027 – Renewal
10. Inverness Christian Academy Articulation Agreement 2026-2027 – Renewal
11. Marion County School Board Articulation Agreement 2026-2027 – Renewal
12. Marion Technical College – Mid Florida Career Pathway Consortium 2026-2027 – Renewal
13. Ocali Charter High School Articulation Agreement 2026-2027
14. Riverside Christian School Articulation Agreement 2026-2027 – Renewal
15. Seven Rivers Christian School Articulation Agreement 2026-2027 - Renewal
16. Souls Harbor Christian Academy Articulation Agreement 2026-2027 – Renewal
17. Trinity Catholic High School Articulation Agreement 2026-2027 – Renewal
18. West Coast Christian School Articulation Agreement 2026-2027- Renewal
19. Presidents Contract Addendum
20. Agreement for Political Activity of College Employee

PUBLIC HEARING

Board Policies/Actions

21. Student and Mandatory Fees 2026-2027

OTHER BUSINESS

For Approval

22. Bargain Man D/B/A GreatChoice Technologies Cybersecurity MOU
23. Annual Operating Budget - 2026-2027
24. Salary Schedule and Related Personnel Policies 2026-2027
25. Appleton Museum of Art Operating Budget for 2026-2027
26. Capital Improvement Plan – FY 2027-2028 through 2031-2032 and Fund 7 College-Wide Capital Outlay Projects Budget 2026-2027
27. Building 9 Advanced Manufacturing/Engineering Technology Remodel GMP
28. Construction Change Order Resolution – Building 9 Advanced Manufacturing/Engineering Technology Remodel
29. General Education Changes
30. Study Abroad Proposed Trip for Summer 2027
31. Board Calendar for 2026-2027

Information Only

32. Technology Plan

Acknowledge Receipt

33. Financial Information – Monthly Financial Summary Report
34. CF Foundation Audit, 990 and DSO Checklist- January 1, 2025 through December 31, 2025
35. Appleton Cultural Center Inc.- Annual Financial Audit Ending December 31, 2025

BOARD CHAIR/TRUSTEE REMARKS

BOARD REORGANIZATION

PRESIDENT'S REPORT

ADJOURNMENT

COLLEGE OF CENTRAL FLORIDA

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AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Minutes of the May 27, 2026 Meeting

INITIATOR: Dr. James D. Henningsen,
President

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

The college requests approval of the May 27, 2026 minutes of the meeting of the District Board of Trustees.

RECOMMENDATION/ACTION REQUESTED:

That the Board approve the minutes of the meeting of the District Board of Trustees held May 27, 2026.

Board of Trustees Meeting Minutes	May 27, 2026

The Chair called the regular meeting of the Board of Trustees to order at 3:00 p.m. on Wednesday, May 27, 2026 and asked that everyone stand to recite the Pledge of Allegiance. The meeting was held on the Ocala Campus.	**CALL TO ORDER**
Members Present: Charlie Stone – Chair, Joyce Brancato- Vice Chair, Rusty Branson, Bill Edgar, Bobby Durrance, Jose Juarez, Fred Roberts, Jr., James Henningsen, Board Secretary	**PRESENT**
Members Absent: none	**ABSENT**
The Chair reported that the meeting had been properly noticed, the agenda was available one week prior to the meeting and there was a quorum present.	
Dr. Henningsen introduced Dr. Sarah Satterfield to preview highlights of the Study Abroad trip Spring 2026 to Vienna/Salzburg. Dr. Satterfield presented photos and highlights of the 8-day Vienna – Salzburg study abroad trip including a thank you to all who supported the fundraising so that the trip was affordable for all.	**PRESENTATION**
The Chair asked if there was anyone in the audience that wished to address the Board. As there was no public comment, the Chair moved on to the next agenda item.	**PUBLIC COMMENT**
The Chair asked for any corrections or updates to the minutes of the April 22, 2026 District Board of Trustees meeting. Hearing none, upon a motion by Trustee Brancato, second by Trustee Roberts and unanimously carried, the Board approved the April 22, 2026 meeting minutes as presented and authorized the Chair and President to sign on behalf of the Board.	**MINUTES**
	CONSENT AGENDA
The Board was asked to approve of the Personnel Actions Report as authorized by the President to fill positions by funding source.	**Personnel Actions**
The Board was asked to approve the disposal of property in accordance with applicable state law, State Board of Education and Board Policy in the amount of $6,152.00.	**Property Donations /Dispositions**
The Curriculum Committee recommended to the Board proposed Curriculum Changes, related courses and program modifications for approval.	**Curriculum Changes**
Compliance with the Florida state administration rule 6A-10.0331, requires an annual purge of courses that have not been taught in the preceding five years. Upon recommendation by the Curriculum Committee a list of courses was recommended to be deleted upon approval of the Board of Trustees.	**College Catalog Deletions 2025-2026**
The Board was asked to ratify approval of two (2) Health Care Affiliation & Internship Agreements and give authorization to the President to sign the agreements on behalf of the College of Central Florida.	**Health Care Affiliation & Internship Agreements**
The Board was asked to approve the Crossroads Academy Articulation Agreement 2026-2027-Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Crossroads Academy Articulation Agreement – 2026-2027 - Renewal**
The Board was asked to approve the First Assembly Christian Articulation Agreement - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**First Assembly Christian School Articulation Agreement – Renewal**

The Board was asked to approve the Gracepointe Academy Articulation Agreement 2026-2027 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Gracepointe Academy Articulation Agreement 2026-2027 – Renewal**
The Board was asked to approve the Levy County School Board Articulation Agreement 2026-2027 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Levy County School Board Articulation Agreement 2026-2027 – Renewal**
The Board was asked to approve the Liberty Christian Prep Articulation Agreement 2026-2027 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Liberty Christian Prep Articulation Agreement 2026-2027 – Renewal**
The Board was asked to approve the Marion County School Board Student Internship Program Agreement 2026-2027 - Third Renewal Agreement and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Marion County School Board Student Internship Program Agreement 2026-2027 – Third Renewal Agreement**
The Board was asked to approve the Ocala Christian Academy Articulation Agreement 2026-2027 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Ocala Christian Academy Articulation Agreement 2026-2027 – Renewal**
The Board was asked to approve the Redeemer Christian School Articulation Agreement 2026-2027 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Redeemer Christian School Articulation Agreement 2026-2027- - Renewal**
The Board was asked to approve the Riverland Christian School Articulation Agreement 2026-2027 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Riverland Christian School Articulation Agreement 2026-2027- - Renewal**
The Board was asked to approve the School Board of Marion County Community Partners – Renewal and give authorization to the Board Chair and President to sign the agreement on behalf of the College of Central Florida.	**School Board of Marion County Community Partners – Renewal**
The Board was asked to approve the Solid Rock Christian Academy Articulation Agreement 2026-2027 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Solid Rock Christian Academy Articulation Agreement 2026-2027 – Renewal**
The Board was asked to approve the DLR Group Change Order No. 02 – Additional Services Landscape Architect Design Fee and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**DLR Group Change Order No. 02 – Additional Services – Landscape Architect Design Fee**
The Chair presented the Consent Agenda for approval. Upon a motion by Trustee Edgar, seconded by Trustee Durrance and unanimously carried, the Board approved the items on the Consent Agenda. Copies of all materials relating to this portion of the agenda are on file in the President's office.	**Approval of Consent Agenda**

PUBLIC HEARING

Student and Mandatory Fees for 2026-2027

The Chair announced the public hearing for policy and asked if there was anyone in the audience that wished to address the Board regarding the policy. As there were no public comments, the Chair asked Mr. Prince, Vice President of Administration and Finance to present the following Board policy for a first reading and give a brief summary:

a. Student Fees 2026-2027 - The student fees and mandatory fees include tuition, out-of-state, and other fees charged as part of registration for courses and other services provided by the college. There are no changes to the student tuition or standard fees. Individual course fees are only changing to cover the cost of materials or lab fees if increased or decreased.

After discussion, the Chair accepted the policy for reading and authorized advertisement of the policy for approval.

OTHER BUSINESS

Capstone Academy Articulation Agreement 2026-2027

Mr. Prince, Vice President of Administration and Finance, presented the Capstone Academy Articulation Agreement 2026-2027 to the Board for approval. Upon a motion by Trustee Branson and second by Trustee Durrance, the Board approves the Capstone Academy Articulation Agreement 2026-2027 and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Lakeside Christian Academy Articulation Agreement 2026-2027

Mr. Prince, Vice President of Administration and Finance, presented the Lakeside Christian Academy Articulation Agreement 2026-2027 to the Board for approval. Upon a motion by Trustee Brancato and second by Trustee Edgar, the Board approves the Lakeside Christian Academy Articulation Agreement 2026-2027 and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Annual State Requirements for Education Facilities (SREF) Report 2025-2026- Fire Safety, Sanitation and Casualty Inspection

Chuck Prince, Vice President of Administration and Finance presented the Annual State Requirements for Educational Facilities (SREF) Report 2025-2026 - Fire Safety, Sanitation and Casualty Inspections for approval. Only four fire safety deficiencies were identified at building 4 – Fine Arts and have all been corrected. Upon a motion by Trustee Brancato, second by Trustee Edgar and unanimously carried, the Board approved the Annual State Requirements for Education Facilities (SREF) Report – Fire Safety, Sanitation and Casualty Inspections 2025-2026 and gives authorization to the Board Chair to sign the inspection on behalf of the College of Central Florida and approves submission to the Florida office of Educational Facilities and the Risk Management Consortium. Trustee Brancato congratulated the team on having a great inspection over all campuses.

Study Abroad Proposed Trips for Spring and Summer 2027

Dr. Paugh, Vice President of Academic Affairs presented a Study Abroad Proposed Trips for Spring and Summer of 2027 for the Board's approval. Costa Rico for service learning and Austria for Music Heritage are the requested locations and intentions. Upon a motion by Trustee Edgar, second by Trustee Roberts, and unanimously carried, the Board approved the Study Abroad Proposed Trips for Spring and Summer 2026.

Appointments to the Appleton Museum of Art Advisory Council

Dr. Henningsen presented the appointments for the Appleton Museum of Art Advisory Council for a three-year term: Elodie Perron, Billye Mallory, Jordan Shapot and Dr. Allan Danuff. A motion by Trustee Brancato, seconded by Trustee Edgar and unanimously carried the Board approved the Appointments to the Appleton Museum of Art Advisory Council.

ACKNOWLEDGE RECEIPT

Financial Information- Monthly Financial Summary Report

Mr. Prince, Vice President of Administration and Finance reviewed the highlights and variance analysis of the Monthly Financial Summary Report of revenues and expenses for the period ending April 2026 for the comparative fiscal years 2024-2025 to 2025-2026. The report included information about all funds and status of monies pending processing. The Chair acknowledged receipt of the reports on behalf of the Board.

FOR INFORMATION ONLY

Board Calendar for 2026-2027

Dr. Henningsen proposed a list of Board of Trustees meetings dates for 2026-2027 which follows the normal schedule of the fourth Wednesday except for December and no meeting scheduled for July and November. The schedule moves the September meeting to the Levy Campus and the March meeting to the Citrus Campus with no meetings scheduled at the Hampton Center or the Vintage Farm for the upcoming year. The schedule is for review only and will be voted on during the June meeting.

Legislative Update

Dr. Henningsen presented a legislative update including Governor DeSantis signing HB 757 Guardian Program and potential funding for equipment and upgrades. The final budget is in the 72-hour waiting period pending the Governor's approval.

Hampton Center Update

Dr. Henningsen updated the Board on ductwork and AC issues at the Hampton Center as well as options for rebranding or repurposing the facility while finding partners to help cover the costs.

BOARD CHAIR/TRUSTEE COMMENTS

There are no Trustee comments at this time.

PRESIDENT'S REPORT

Dr. Henningsen presented the President's report to the Board including Spring commencement ceremony success; thank you for those who were able to attend the ceremony. Employee recognitions, accreditation success for the CVT program and other campus news was also included in the President's report to the Board.

Next Board Meeting

Next Board Meeting. Our next meeting will be held **Wednesday, June 24, 2026 at 3 p.m.** at the Ocala Campus.

ADJOURNMENT

There being no further business to come before the Board, Chair Stone adjourned the meeting at 3:45 pm.

_____
Charlie Stone, Chair

_____
James D. Henningsen, Secretary

COLLEGE OF CENTRAL FLORIDA

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AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Personnel Actions

INITIATOR: Jennifer Klepfer
Director of Human Resources

THROUGH: Charles A. Prince
Vice President, Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

The College routinely requests that the District Board approves personnel actions.

RECOMMENDATION/ACTION REQUESTED:

That the Board approves the personnel actions as noted in the reports.

PERSONNEL ACTIONS

FOR THE JUNE 24, 2026 MEETING

Recommend Board approval of the following:

Full -Time Positions: That the record indicates that the following person(s) were authorized by the President to fill the following full-time position(s) by funding source:

Operating Fund 1:

Richardson, Keltavia – Accounting Specialist III – Financial Operations – June 01, 2026

Grants and Contracts – Fund 2:

None this reporting period.

Auxiliaries – Fund 3:

None this reporting period.

Adjunct Instructors: That the following persons be appointed to teach credit courses on a term-by-term basis as needed:

Cummings, Dawn R.

Instructors, Hourly: That the following persons be appointed to teach occupational or technical programs or non-credit courses on an as-needed basis:

Andrews, Ashley L.	Krager, Ashlynn N.	Ngao, Maryjoan C.
Daly-Stennis, Denise L.	Lewis, LaKiesha S.	Osthed, Henrik T.

Temporary Part -Time Professional Service:

None this reporting period.

Temporary Part -Time Career Service: OPS

Ahrendt, Lillian F.	Howell, Julia M.	Sain, Megan L.
Bell, Donna D.	Ipus, Elsa	Sawtelle, David L.
Castora, Andrew P.	Oconnor, Yvonne E.	Ursin, Stephen G.
Dieujuste, Midelkha	Perry, Dakota A.	Vanlangendonck, Andrew H.
Feliciano Harnish, Linda I.	Po, Mikhaela LC	Wrublevski, Jennifer L.
Hebert, Jaime A.	Ruby, Kimberly A.	

Temporary Part -Time Hourly: That the record indicates that the following persons were authorized by the President to fill temporary positions to be paid an hourly rate of $15.00

Brown, Cynthia L.	Farr, Ellsworth C.	Smith, Jolee S.

Notification of engagement in outside employment or extra college activities:

None this reporting period.

Retirements: That the following individual(s) be approved for retirement:

Geistfeld, Philip M. – Coordinator – Educational Opportunity Center – Student Services – June 13, 2026

Resignations:

None this reporting period.

Terminations:

None this reporting period.

Separation due to Internal Transfer – No Break in Service:

None this reporting period.

Separation from the College due to end of temporary appointment:

None this reporting period.

Separation from the College due to end of grant funding:

None this reporting period.

Separation from the College due to Leave of Absence:

None this reporting period.

Separation from the College due to Elimination of Position:

None this reporting period.

Completion of 90-Day Observation Period: The following employee(s) successfully completed the required 90-day observation period:

None this reporting period.

2026-2027 Appointment Roster – Administrative Personnel:

Ash, John D.	Hart, Chenita S.	Robinson, Renae K.
Begley, Mary Ann	Hunt, Katherine A.	Ruiz, Faithe L.
Coffey, LoryAnn P.	Imes, Jean M.	Smith, Lisa M.
Cortes, Stephanie M.	Klepfer, Jennifer S.	Steuber, Jason M.
Cote, Rachel A.	Knife, Christopher R.	Strigle, Joshton L.
Danuff, Allan G.	Lawter Jr, Vernon L.	Trout, Jennifer L.
Eades, Charles W.	Martin, Angela T.	Viviano-Broderick, Tamara F.
Fryns, Jennifer L.	Paugh, Mark L.	Warden, Sonya K.
Gamble, Carmel L.	Prince, Jr., Charles A.	Wilkerson, Uvonda S.
Gonsalves, Dawn L.	Robinson, Raphel R.	

Recommended for Non-Renewal of Annual Contract:

Sandfort, Donna H.

COLLEGE OF CENTRAL FLORIDA

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AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Property Donations/Dispositions

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

By law, the Board is required to account for all property. Periodically, donations and dispositions are brought to the Board for recording and, subsequently, entered into our property records as required. This report covers donations and dispositions received by the College. Appropriate letters of appreciation have been or will be sent on behalf of the Trustees.

RECOMMENDATION/ACTION REQUESTED:

DISPOSITIONS

That the District Board of Trustees approves the disposition of all surplus property in accordance with the applicable state law, State Board of Education Rules, and CF Board Rules, including disposition of property, **capitalized** and **not capitalized**, which has been declared surplus. Disposition may include public auction, cannibalization, or other methods as deemed appropriate.

SEE ATTACHED LISTING: Total: **$35,600.16**

College of Central Florida
Asset Disposal Report

Asset Number	Acquisition Date	Asset Cost	Description
0000010340	05/12/2010	11,392.50	LIFEPAK 12 CARDIAC MONITOR & ADAPTER
0000013469	09/27/2022	24,207.66	KARDEX FILE SYSTEM-HR
Count: 2		35,600.16	

COLLEGE OF CENTRAL FLORIDA

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AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Agreement for Services of International Independent Contractors

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

INTERNATIONAL INDEPENDENT CONTRACTOR AGREEMENT

The President or his designee has signed the following standard International Independent Contractor Agreement(s). The agreement(s) provide representational marketing services to be performed on an international basis to recruit students to attend programs of study, to enhance the global diversity of the student body, and to provide for cross-cultural learning opportunities for all students at the College of Central Florida. The name of the agency and approval date is noted below:

INDEPENDENT CONTRACTOR	DESIGNATED COUNTRY	DATE OF SIGNATURE
College Dream S.A.	Honduras	6/11/2026
GR Academic Exchange Programs	Mexico, Latin America	6/11/2026
Tarik Najah	Morocco	6/11/2026

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees ratify approval of the International Independent Contractor Agreement(s).

AGREEMENT FOR SERVICES OF INTERNATIONAL INDEPENDENT CONTRACTOR

THIS AGREEMENT, entered into by and between the College of Central Florida District Board of Trustees, a political subdivision of the State of Florida (hereinafter referred to as "College"), principally located at 3001 SW College Road, Ocala, Florida, 34474, USA, and the following Contractor:

(Contractor's Name and Address)

College Dream S.A.

Tegucigalpa,Honduras

Distrito Artemisa 11101

_____,

(hereafter referred to as "Contractor"), for representational marketing work to be performed on behalf of students from the Country of Honduras (hereinafter referred to as "Designated Country").

WHEREAS:

A. The College desires to make its credit programs of study known and available to potential students in Designated Country. To further that goal, the College and Contractor enter into this agreement, under which the Contractor will promote interest in, provide information about, and recommend qualified students for admission to the College.

B. The College designates Contractor as a representative for it in Designated Country for the purposes stated above. The College grants to the Contractor the non-exclusive right to represent the College solely for the purposes of (1) disseminating information about the College and its programs in Designated Country and (2) screening and recommending prospective students to the College.

C. The College and Contractor agree to a cooperative relationship in which Contractor will recommend students for admission to College of Central Florida based upon the following terms and conditions. This contract is entered into in exchange for the mutual promises contained herein.

NOW, THEREFORE, in consideration of the matters set forth above (which are incorporated herein by reference), the exchange of mutual promises set forth herein, and other good and valuable consideration, the parties hereto agree as follows:

1. DUTIES OF THE COLLEGE. Per this agreement, the College authorizes and appoints

Contractor to act as a representative of College of Central Florida in Designated Country. Contractor will disseminate accurate information to potential students living in Designated Country about the College and Florida and conduct recruitment on its behalf. In order to effectuate the intended results, the College shall perform as follows:

1.1 The College will provide the Contractor with brochures, forms and marketing materials. It will be the College's responsibility to provide information on admissions requirements and procedures as well as anticipated cost of attendance.

1.2 The College will compensate the contractor for each individual student that the contractor has assisted, provided orientation to and recommended for admission if the student (1) is admitted and pays tuition due, (2) enrolls within one year of the recommendation, (3) attends classes for at least thirty-five calendar days from the beginning of the semester, and (4) is neither a citizen of the United States nor holds permanent residency status in the United States, as per payment provisions stipulated in Section 3 of this agreement.

1.3 The College will reimburse the Contractor in a timely manner for students admitted to the College. The College will compensate the contractor for a maximum of three college semesters (Fall, Spring and Summer), provided the student has been in attendance for the number of semester(s) being compensated, paid tuition and fees due for the number of compensated semesters, and the other provisions of this contract have been met. The College is not obligated to the student for any agreements made between the Contractor and the student that are not explicitly written as part of this contract. In no event shall the student be considered a third-party beneficiary to this contract.

1.4 The College will provide the referred students all regular services provided to other international students including orientation, advising and counseling assistance. The College assumes no financial responsibility for students in its programs for any reason.

1.5 In accordance with United States Customs and Immigration Service regulations, the College will issue a Form I-20 only upon receipt of a completed application and verification of financial resources for the duration of the course of study. The College retains all rights pertaining to the admission or non-admission of the applicant.

2. DUTIES OF THE CONTRACTOR. The Contractor agrees to conduct student recruitment, marketing and development of educational projects in Designated Country together with the College, as requested by the College. In order to effectuate the intended results, the Contractor shall perform as follows:

2.1 The Contractor agrees that it will submit copies of any and all materials, written or electronically made (such as, but not limited to, videos, tapes, internet home-pages etc.) that represent the College or bear the College's name or logo to the College's approved representative. The College reserves the right to approve all marketing materials prior to use.

2.2 The Contractor agrees to provide assistance to prospective students in completing college application materials, and provide orientation and general information to prospective students about the College and the state of Florida.

2.3 The Contractor will evaluate and screen all prospective students recommended for admission to the College regarding academic ability, financial ability, and other criteria as directed by the College.

2.4 The Contractor is not authorized to and shall not accept payments from prospective students or others on behalf of the College or otherwise. Students shall make all payments for the costs of attendance directly to the College.

2.5 The Contractor is required to submit a Form W-8BEN (attached). Compensation earned by the Contractor cannot be paid until this form is on file at the offices of College of Central Florida.

2.6 The Contractor is responsible for payment of all taxes, tariffs, and fees in the execution of their responsibilities under the agreement.

3. FEES AND COMMISSIONS.

For placements to College of Central Florida:

3.1 The College agrees to pay Contractor a contract fee of 15% of the applicable tuition per semester for a maximum of three (3) semesters (Fall, Spring and Summer) for each student admitted to the College's regular academic program, or college preparation classes as per provisions laid out in this agreement.

3.2 The Contractor will not be required to invoice the College for each student as cited in item No. 1 of this Section. Instead, the College will generate a Statement of Account each semester that confirms the enrollment and registration of each student placed by the Contractor at the College, and indicating the amount of fee to be paid in each semester. A copy of this Statement of Account will accompany all payments made by the College to the Contractor. This Statement of Account will be issued to the Contractor not later than the last week of the semester, to accompany each payment.

The College will not pay any fees to the Contractor for students who withdraw within the first thirty-five calendar days of the semester.

3.3 All compensation due to Contractor under the terms of this agreement shall be paid by wire transfer. For purposes of making compensation, please complete the wire transfer information on page 6.

4. DURATION OF AGREEMENT.

4.1 This agreement shall be effective for a period of two years from the date of signing, except as stipulated in Section 5.

4.2 This agreement may be extended for an additional two-year increment, as agreeable to both parties. Any such extension or modification of this agreement must be in writing and signed by duly authorized representatives of both parties.

5. TERMINATION. Either party, in its sole discretion, may terminate this agreement by providing the other party fifteen (15) days written notice of intent to terminate. All notices are to be hand-delivered by duly authorized representatives or mailed through a recognized commercial service to the authorized representatives listed below:

ON BEHALF OF THE COLLEGE	ON BEHALF OF THE CONTRACTOR
Chuck Prince, Jr., Vice President	Name of representative Karla Sagastume
Administration and Finance	Title: Agency Director
College of Central Florida	Address: Distrito Artemisa 11101 Tegucigalpa
3001 SW College Road, #1-107	_____
Ocala, FL 34474	_____
USA	Country: Honduras

Any change of address or representatives shall be provided to the other party in writing within thirty (30) days. All notices required to be delivered by this Agreement shall be deemed received on the date of delivery, if hand-delivered; on the date of receipt, if mailed certified mail, return receipt requested; or five (5) days after mailing, if mailed in regular mail. If a notice is received on a weekend or national holiday, it shall be deemed received on the next regularly scheduled business day.

6. Relationship of the Parties.

6.1 Each party to this agreement will be responsible for the negligent acts or omissions of its own employees, officers, or agents in the performance of this Agreement. Neither party will be considered the agent of the other and neither party assumes any responsibility to the other party for the consequences of any act or omission of any person, firm, or corporation not a party to this Agreement.

6.2 It is mutually understood and agreed that the Contractor and the College are separate, independent agencies. The employees of the Contractor are not, nor shall they be deemed to be employees of the College, and the employees of the College are not, nor shall they

be deemed to be employees of the Contractor.

7. **GOVERNING LAW.** This agreement shall be governed by the laws of the State of Florida. Venue shall be in Marion County, State of Florida.

8. **DISPUTE RESOLUTION.** Any disputes regarding the terms of this agreement shall be decided by the College of Central Florida, Vice President, Student Affairs or his/her designee and the Contractor.

9. **EXCEPTIONS.** Both parties agree that if, due to extenuating circumstances, (for example a death in the student's family or a debilitating illness that would require the student to seek prolonged medical attention), a student withdraws from school and is awarded a full refund of tuition by the College, there will be no contractor's fee paid for that semester, and that the regular stipulations of this contract will bind once the student is back in attendance. The College reserves the right to make final determinations in such cases.

10. **ENTIRE AGREEMENT.** This agreement constitutes the entire agreement between the parties, and the terms and conditions agreed upon by both parties, and supersedes all previous written or oral agreements regarding the subject of this agreement. No other understanding, oral or otherwise, regarding the subject matter of this agreement shall be deemed to exist or bind any of the parties hereto. Any modification or waiver of the terms of the Agreement must be in writing and signed by both parties.

IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to execute this agreement in duplicate original on the date of signing.

ON BEHALF OF THE COLLEGE	ON BEHALF OF THE CONTRACTOR
_____	College Dream S.A.
James D. Henningsen	Name of representative Karla Sagastume
President	Title: Director
College of Central Florida	Address: Distrito Artemisa 11101
3001 SW College Road	Tegucigalpa
Ocala, FL 34474	_____
USA	Country: Honduras
Date: 6/4/26	Date: March 2, 2026

College of Central Florida offers equal access and opportunity in employment, admissions and educational activities. The college will not discriminate on the basis of race, color, ethnicity, religion, sex, age, marital status, national origin, genetic information, veteran status or disability status and any other factors prohibited under applicable federal, state, and local civil rights laws and regulations in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this policy statement, the college will not tolerate such conduct. The Title IX Coordinator has been designated to handle inquiries regarding nondiscrimination policies and can be contacted at the Ocala Campus, 3001 S.W. College Road, at 352-291-4410 or Compliance@cf.edu

AGREEMENT FOR SERVICES OF INTERNATIONAL INDEPENDENT CONTRACTOR

THIS AGREEMENT, entered into by and between the College of Central Florida District Board of Trustees, a political subdivision of the State of Florida (hereinafter referred to as "College"), principally located at 3001 SW College Road, Ocala, Florida, 34474, USA, and the following Contractor:

(Contractor's Name and Address)

GR Academic Exchange Programs

8333 NW 53rd St Suite 450

Doral FL 33166

USA,

(hereafter referred to as "Contractor"), for representational marketing work to be performed on behalf of students from the Country of Mexico and others Latin American countries (hereinafter referred to as "Designated Country").

WHEREAS:

A. The College desires to make its credit programs of study known and available to potential students in Designated Country. To further that goal, the College and Contractor enter into this agreement, under which the Contractor will promote interest in, provide information about, and recommend qualified students for admission to the College.

B. The College designates Contractor as a representative for it in Designated Country for the purposes stated above. The College grants to the Contractor the non-exclusive right to represent the College solely for the purposes of (1) disseminating information about the College and its programs in Designated Country and (2) screening and recommending prospective students to the College.

C. The College and Contractor agree to a cooperative relationship in which Contractor will recommend students for admission to College of Central Florida based upon the following terms and conditions. This contract is entered into in exchange for the mutual promises contained herein.

NOW, THEREFORE, in consideration of the matters set forth above (which are incorporated herein by reference), the exchange of mutual promises set forth herein, and other good and valuable consideration, the parties hereto agree as follows:

1. DUTIES OF THE COLLEGE. Per this agreement, the College authorizes and appoints

Contractor to act as a representative of College of Central Florida in Designated Country. Contractor will disseminate accurate information to potential students living in Designated Country about the College and Florida and conduct recruitment on its behalf. In order to effectuate the intended results, the College shall perform as follows:

1.1 The College will provide the Contractor with brochures, forms and marketing materials. It will be the College's responsibility to provide information on admissions requirements and procedures as well as anticipated cost of attendance.

1.2 The College will compensate the contractor for each individual student that the contractor has assisted, provided orientation to and recommended for admission if the student (1) is admitted and pays tuition due, (2) enrolls within one year of the recommendation, (3) attends classes for at least thirty-five calendar days from the beginning of the semester, and (4) is neither a citizen of the United States nor holds permanent residency status in the United States, as per payment provisions stipulated in Section 3 of this agreement.

1.3 The College will reimburse the Contractor in a timely manner for students admitted to the College. The College will compensate the contractor for a maximum of three college semesters (Fall, Spring and Summer), provided the student has been in attendance for the number of semester(s) being compensated, paid tuition and fees due for the number of compensated semesters, and the other provisions of this contract have been met. The College is not obligated to the student for any agreements made between the Contractor and the student that are not explicitly written as part of this contract. In no event shall the student be considered a third-party beneficiary to this contract.

1.4 The College will provide the referred students all regular services provided to other international students including orientation, advising and counseling assistance. The College assumes no financial responsibility for students in its programs for any reason.

1.5 In accordance with United States Customs and Immigration Service regulations, the College will issue a Form I-20 only upon receipt of a completed application and verification of financial resources for the duration of the course of study. The College retains all rights pertaining to the admission or non-admission of the applicant.

2. DUTIES OF THE CONTRACTOR. The Contractor agrees to conduct student recruitment, marketing and development of educational projects in Designated Country together with the College, as requested by the College. In order to effectuate the intended results, the Contractor shall perform as follows:

2.1 The Contractor agrees that it will submit copies of any and all materials, written or electronically made (such as, but not limited to, videos, tapes, internet home-pages etc.) that represent the College or bear the College's name or logo to the College's approved representative. The College reserves the right to approve all marketing materials prior to use.

2.2 The Contractor agrees to provide assistance to prospective students in completing college application materials, and provide orientation and general information to prospective students about the College and the state of Florida.

2.3 The Contractor will evaluate and screen all prospective students recommended for admission to the College regarding academic ability, financial ability, and other criteria as directed by the College.

2.4 The Contractor is not authorized to and shall not accept payments from prospective students or others on behalf of the College or otherwise. Students shall make all payments for the costs of attendance directly to the College.

2.5 The Contractor is required to submit a Form W-8BEN (attached). Compensation earned by the Contractor cannot be paid until this form is on file at the offices of College of Central Florida.

2.6 The Contractor is responsible for payment of all taxes, tariffs, and fees in the execution of their responsibilities under the agreement.

3. FEES AND COMMISSIONS.

For placements to College of Central Florida:

3.1 The College agrees to pay Contractor a contract fee of 15% of the applicable tuition per semester for a maximum of three (3) semesters (Fall, Spring and Summer) for each student admitted to the College's regular academic program, or college preparation classes as per provisions laid out in this agreement.

3.2 The Contractor will not be required to invoice the College for each student as cited in item No. 1 of this Section. Instead, the College will generate a Statement of Account each semester that confirms the enrollment and registration of each student placed by the Contractor at the College, and indicating the amount of fee to be paid in each semester. A copy of this Statement of Account will accompany all payments made by the College to the Contractor. This Statement of Account will be issued to the Contractor not later than the last week of the semester, to accompany each payment.

The College will not pay any fees to the Contractor for students who withdraw within the first thirty-five calendar days of the semester.

3.3 All compensation due to Contractor under the terms of this agreement shall be paid by wire transfer. For purposes of making compensation, please complete the wire transfer information on page 6.

4. DURATION OF AGREEMENT.

4.1 This agreement shall be effective for a period of two years from the date of signing, except as stipulated in Section 5.

4.2 This agreement may be extended for an additional two-year increment, as agreeable to both parties. Any such extension or modification of this agreement must be in writing and signed by duly authorized representatives of both parties.

5. TERMINATION. Either party, in its sole discretion, may terminate this agreement by providing the other party fifteen (15) days written notice of intent to terminate. All notices are to be hand-delivered by duly authorized representatives or mailed through a recognized commercial service to the authorized representatives listed below:

ON BEHALF OF THE COLLEGE	ON BEHALF OF THE CONTRACTOR
Chuck Prince, Jr., Vice President	Name of representative Ana Garcia, Manager
Administration and Finance	Title: International Relations
College of Central Florida	Address: GR Academic Exchange Programs
3001 SW College Road, #1-107	8333 NW 53rd St Suite 450
Ocala, FL 34474	Doral FL 33166
USA	Country: USA

Any change of address or representatives shall be provided to the other party in writing within thirty (30) days. All notices required to be delivered by this Agreement shall be deemed received on the date of delivery, if hand-delivered; on the date of receipt, if mailed certified mail, return receipt requested; or five (5) days after mailing, if mailed in regular mail. If a notice is received on a weekend or national holiday, it shall be deemed received on the next regularly scheduled business day.

6. Relationship of the Parties.

6.1 Each party to this agreement will be responsible for the negligent acts or omissions of its own employees, officers, or agents in the performance of this Agreement. Neither party will be considered the agent of the other and neither party assumes any responsibility to the other party for the consequences of any act or omission of any person, firm, or corporation not a party to this Agreement.

6.2 It is mutually understood and agreed that the Contractor and the College are separate, independent agencies. The employees of the Contractor are not, nor shall they be deemed to be employees of the College, and the employees of the College are not, nor shall they

be deemed to be employees of the Contractor.

7. **GOVERNING LAW.** This agreement shall be governed by the laws of the State of Florida. Venue shall be in Marion County, State of Florida.

8. **DISPUTE RESOLUTION.** Any disputes regarding the terms of this agreement shall be decided by the College of Central Florida, Vice President, Student Affairs or his/her designee and the Contractor.

9. **EXCEPTIONS.** Both parties agree that if, due to extenuating circumstances, (for example a death in the student's family or a debilitating illness that would require the student to seek prolonged medical attention), a student withdraws from school and is awarded a full refund of tuition by the College, there will be no contractor's fee paid for that semester, and that the regular stipulations of this contract will bind once the student is back in attendance. The College reserves the right to make final determinations in such cases.

10. **ENTIRE AGREEMENT.** This agreement constitutes the entire agreement between the parties, and the terms and conditions agreed upon by both parties, and supersedes all previous written or oral agreements regarding the subject of this agreement. No other understanding, oral or otherwise, regarding the subject matter of this agreement shall be deemed to exist or bind any of the parties hereto. Any modification or waiver of the terms of the Agreement must be in writing and signed by both parties.

IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to execute this agreement in duplicate original on the date of signing.

ON BEHALF OF THE COLLEGE	ON BEHALF OF THE CONTRACTOR
_____	Anais Ramentol Garcia
James D. Henningsen	Name of representative Anais Ramentol Garcia
President	Title: Director
College of Central Florida	Address: GR Academic Exchange Programs
3001 SW College Road	8333 NW 53rd St Suite 450
Ocala, FL 34474	Doral FL 33166
USA	Country: USA
Date: 6/11/26	Date: 04/17/2026

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(Contractor's Name and Address)

TARIK NAJAH CANADA
AVENUE du Commandant IDriss
EL HARati 20670 casablanca
Morocco.

(hereafter referred to as "Contractor"), for representational marketing work to be performed on behalf of students from the Country of Morocco (hereinafter referred to as "Designated Country").

WHEREAS:

A. The College desires to make its credit programs of study known and available to potential students in Designated Country. To further that goal, the College and Contractor enter into this agreement, under which the Contractor will promote interest in, provide information about, and recommend qualified students for admission to the College.

B. The College designates Contractor as a representative for it in Designated Country for the purposes stated above. The College grants to the Contractor the non-exclusive right to represent the College solely for the purposes of (1) disseminating information about the College and its programs in Designated Country and (2) screening and recommending prospective students to the College.

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ON BEHALF OF THE COLLEGE	ON BEHALF OF THE CONTRACTOR
Chuck Prince, Jr., Vice President	Name of representative BENAISSA GROUICHA
Administration and Finance	Title: Director of operation /owner
College of Central Florida	Address: 12444 piazza Antinori
3001 SW College Road, #1-107	Boynton Beach
Ocala, FL 34474	Florida
USA	Country: USA

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IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to execute this agreement in duplicate original on the date of signing.

ON BEHALF OF THE COLLEGE	ON BEHALF OF THE CONTRACTOR
James D. Henningsen	Name of representative Benaissa GROUI Jha
President	Title: Director / owner
College of Central Florida	Address: 12444 Pizza Antinori
3001 SW College Road	Boynton Beach
Ocala, FL 34474	Florida
USA	Country: USA
Date: 6/11/26	Date: 6/02/2026

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COLLEGE OF CENTRAL FLORIDA

5

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Ambleside School of Ocala Articulation Agreement - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Ambleside School of Ocala. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these district inter-institutional agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement renewal with Ambleside School of Ocala and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And Ambleside School of Ocala
2026-2027

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Ambleside School of Ocala members – Jill Romine, Principal; College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2026-2027 academic year will take precedence.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

a. References to *students* in this document, means any student enrolled in Ambleside School of Ocala
b. The College of Central Florida will provide information to Ambleside School of Ocala regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Ambleside School of Ocala in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Ambleside School of Ocala will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.
e. The College of Central Florida has the option to limit dual enrollment participation based on capacity.

f. Ambleside School of Ocala will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF. (Refer to section 13.a for detailed information)

3. A delineation of courses and programs available to students eligible to participate in dual enrollment.

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Ambleside School of Ocala to avoid unnecessary duplication of existing courses in grades 6-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish Ambleside School of Ocala with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. Ambleside School of Ocala will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2025).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Ambleside School of Ocala upon completion of the college term. Students with unsatisfactory progress will be reported to Ambleside School of Ocala immediately upon receipt of an Early Alert via email.

4. **A description of the process by which students and their parents exercise options to participate in the dual enrollment program**

   a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

   b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students are required to complete the CF online Dual Enrollment application and provide all required application packet forms (Student Registration, Parent Permission, FERPA, High School Counselor Checklist) to the high school counselor. The parent/guardian must also sign and submit the COLLEGIATE ACADEMY Participation Approval Form to the high school counselor in order to participate in the CA program (available to students who have successfully completed 9th and 10th grade requirements only). The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

   c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

   d. **Registration:** Dual Enrollment information will be provided to Ambleside School of Ocala by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end ten (10) days before the start of the term.

   e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

   f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual

enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Tota l
Grades 6-8	3	3	0	6
Freshmen	6	6	6	18
Sophomore s	6	6	9	21
Juniors	9	9	12	30
Seniors	16	16	0	32

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by Ambleside School of Ocala. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered. (Refer to section 9.c)

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

5. Student eligibility requirements for participation in the dual enrollment program.

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Ambleside School of Ocala shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in Ambleside School of Ocala and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2025) and rule 6A-10.0315, F.A.C.

d. Placement test scores for Reading, English/Writing and Algebra must be obtained for admission to the Dual Enrollment program. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.
Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530; PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Students must have earned four (4) high school level credits for consideration for Dual Enrollment courses. Students have an opportunity to participate in Dual Enrollment through Ambleside School of Ocala until they have successfully earned an associate's degree or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.
i. Students are no longer eligible for dual enrollment once they successfully graduate high school, Students who will graduate from high school before completion of the postsecondary course may not register for the course through Dual Enrollment. Seniors may NOT take summer courses as a dual enrollment student.
j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. Seniors may NOT take summer courses as a dual enrollment student.

k. Students are ineligible to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(j).
l. CF has the option to limit dual enrollment participation based on capacity.

6. A delineation of the high school credit earned for the passage of each dual enrollment course

a. Ambleside School of Ocala will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-**High School Subject Area Equivalency List** recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment. -

7. A description of the process for informing students and their parents of college-level course expectations

a. CF will supply Ambleside School of Ocala with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

8. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis

a. There will be no exceptions made to the required grade point averages for dual enrollment.

9. The registration policies for dual enrollment courses as determined by the postsecondary institution

a. Registration for Dual Enrollment students taking classes on the CF campus will take place the same as all other students. Registration will stop ten days in advance of the start of the term to give Ambleside School of Ocala time to review registration. Changes must be confirmed within five (5) days.
b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.

d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
e. Courses will follow the academic calendar published on the CF website.

10. The responsibilities of Ambleside School of Ocala regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. Ambleside School of Ocala shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation. This verification will be conducted after grades are posted each semester. Ambleside School of Ocala will notify CF's Dual Enrollment Coordinator when a student's eligibility status changes.
c. Ambleside School of Ocala will work with students to review dual enrollment course plans and how those plans affect high school academics and high school graduation. For questions about how dual enrollment impacts students who are pursuing an AA or AS, students should contact academic advising at CF.
d. CF will provide academic advising services to Dual Enrollment students and monitor their progress and attendance in Dual Enrollment classes. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway.
e. Students will be informed of college-level course expectations.
f. Students attending Dual Enrollment classes held in college facilities will be subject to CF attendance policies. Required documentation of enrollment will be reported Ambleside School of Ocala.
g. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript Ambleside School of Ocala Grades will be securely electronically transmitted by the College of Central Florida to Ambleside School of Ocala.
h. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (c) for the appeals process.
i. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission by the Office of Admissions, may register and pay the required tuition and fees, and textbooks/ instructional materials for the summer session.
j. **CODE OF STUDENT CONDUCT:** Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.

k. **STUDENT RECORDS:** The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Ambleside School of Ocala.

a. Students with unsatisfactory progress reports should be counseled by Ambleside School of Ocala immediately upon notification by CF.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Ambleside School of Ocala Grades will be electronically transmitted securely by CF to the student's high school.
c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. The student must have graduated high school and have been admitted as a regular college student. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

12. A funding provision that delineates costs incurred by each entity.

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2025) will be funded by the FL Dual Enrollment Scholarship.
c. Ambleside School of Ocala shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore.

13. For students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1)(i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.
b. Institutional responsibility for transportation: The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. <u>MISCELLANEOUS</u>

a. **Excess Funds:** Any party receiving funds erroneously paid by Ambleside School of Ocala under this Agreement shall promptly notify and return to the school such erroneously paid funds.
b. **Entire Understanding:** This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.
c. **Amendments:** The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.
d. **Governing Law & Venue:** This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.
e. **Compliance with Laws and Policies:** Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.
f. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Ambleside School of Ocala ("School") shall:
    i. Keep and maintain public records required to perform the service.
    ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
    iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.
    iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

    If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2025).
g. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.
h. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2025). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully

binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

i. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

j. **No Third-Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

k. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

l. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

m. **Notices:** All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Raphel Robinson, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: Robinsra@cf.edu

Jill Romine, Ambleside School of Ocala
507 SE Broadway Street
Ocala, FL 34471
Email: jromine@amblesideocala.com
Contact Number: 352-694-1635

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Ambleside School of Ocala. This Agreement shall be valid for the 2026-2027 school year.

IN WITNESS WHEREOF, Ambleside School of Ocala and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2025), Dual Enrollment Articulation Agreements.

Date	Charlie Stone, Chair, District Board of Trustees, College of Central Florida
5/20/26	
Date	Jill Romine, Principal, Ambleside School of Ocala

COLLEGE OF CENTRAL FLORIDA

6

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Creekside Christian School Articulation Agreement 2026-2027 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Creekside Christian School. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these district inter-institutional agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement renewal with Creekside Christian School and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And Creekside Christian School
2026-2027

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Creekside Christian School members – Tim Campbell, Principal; College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2026-2027 academic year will take precedence.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

a. References to *students* in this document, means any student enrolled in Creekside Christian School
b. The College of Central Florida will provide information to Creekside Christian School regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Creekside Christian School in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Creekside Christian School will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.
e. The College of Central Florida has the option to limit dual enrollment participation based on capacity.

f. Creekside Christian School will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF. (Refer to section 13.a for detailed information)

3. A delineation of courses and programs available to students eligible to participate in dual enrollment.

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Creekside Christian School to avoid unnecessary duplication of existing courses in grades 6-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish Creekside Christian School with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. Creekside Christian School will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2025).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Creekside Christian School upon completion of the college term. Students with unsatisfactory progress will be reported to Creekside Christian School immediately upon receipt of an Early Alert via email.

4. **A description of the process by which students and their parents exercise options to participate in the dual enrollment program**

a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students are required to complete the CF online Dual Enrollment application and provide all required application packet forms (Student Registration, Parent Permission, FERPA, High School Counselor Checklist) to the high school counselor. The parent/guardian must also sign and submit the COLLEGIATE ACADEMY Participation Approval Form to the high school counselor in order to participate in the CA program (available to students who have successfully completed 9th and 10th grade requirements only). The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

d. **Registration:** Dual Enrollment information will be provided to Creekside Christian School by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end ten (10) days before the start of the term.

e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	3	3	0	6
Freshmen	6	6	6	18
Sophomores	6	6	9	21
Juniors	9	9	12	30
Seniors	16	16	0	32

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by Creekside Christian School. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered. (Refer to section 9.c)

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

5. Student eligibility requirements for participation in the dual enrollment program.

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Creekside Christian School shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in Creekside Christian School and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2025) and rule 6A-10.0315, F.A.C.

d. Placement test scores for Reading, English/Writing and Algebra must be obtained for admission to the Dual Enrollment program. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.

Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
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PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530; PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.

f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).

g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.

h. Students must have earned four (4) high school level credits for consideration for Dual Enrollment courses. Students have an opportunity to participate in Dual Enrollment through Creekside Christian School until they have successfully earned an associate's degree or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.

i. Students are no longer eligible for dual enrollment once they successfully graduate high school, Students who will graduate from high school before completion of the postsecondary course may

not register for the course through Dual Enrollment. Seniors may NOT take summer courses as a dual enrollment student.

j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. Seniors may NOT take summer courses as a dual enrollment student.
k. Students are ineligible to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(j).
l. CF has the option to limit dual enrollment participation based on capacity.

6. A delineation of the high school credit earned for the passage of each dual enrollment course

a. Creekside Christian School will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-**High School Subject Area Equivalency List** recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment. -

7. A description of the process for informing students and their parents of college-level course expectations

a. CF will supply Creekside Christian School with dual enrollment information, including application instructions to inform students parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

8. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis

a. There will be no exceptions made to the required grade point averages for dual enrollment.

9. The registration policies for dual enrollment courses as determined by the postsecondary institution

a. Registration for Dual Enrollment students taking classes on the CF campus will take place the same as all other students. Registration will stop ten days in advance of the start of the term to give Creekside Christian School time to review registration. Changes must be confirmed within five (5) days.
b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.

c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
e. Courses will follow the academic calendar published on the CF website.

10. The responsibilities of Creekside Christian School regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. Creekside Christian School shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation. This verification will be conducted after grades are posted each semester. Creekside Christian School will notify CF's Dual Enrollment Coordinator when a student's eligibility status changes.
c. Creekside Christian School will work with students to review dual enrollment course plans and how those plans affect high school academics and high school graduation. For questions about how dual enrollment impacts students who are pursuing an AA or AS, students should contact academic advising at CF.
d. CF will provide academic advising services to Dual Enrollment students and monitor their progress and attendance in Dual Enrollment classes. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway.
e. Students will be informed of college-level course expectations.
f. Students attending Dual Enrollment classes held in college facilities will be subject to CF attendance policies. Required documentation of enrollment will be reported Creekside Christian School.
g. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript Creekside Christian School Grades will be securely electronically transmitted by the College of Central Florida to Creekside Christian School.
h. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (c) for the appeals process.
i. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission by the Office of Admissions, may register and pay the required tuition and fees, and textbooks/ instructional materials for the summer session.

j. **CODE OF STUDENT CONDUCT:** Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.

k. **STUDENT RECORDS:** The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Creekside Christian School.

a. Students with unsatisfactory progress reports should be counseled by Creekside Christian School immediately upon notification by CF.

b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Creekside Christian School Grades will be electronically transmitted securely by CF to the student's high school.

c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. The student must have graduated high school and have been admitted as a regular college student. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

12. A funding provision that delineates costs incurred by each entity.

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.

b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2025) will be funded by the FL Dual Enrollment Scholarship.

c. Creekside Christian School shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore.

13. For students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1)(i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

b. Institutional responsibility for transportation: The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. MISCELLANEOUS

a. **Excess Funds:** Any party receiving funds erroneously paid by Creekside Christian School under this Agreement shall promptly notify and return to the school such erroneously paid funds.

b. **Entire Understanding:** This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

c. **Amendments:** The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.

d. **Governing Law & Venue:** This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

e. **Compliance with Laws and Policies:** Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

f. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Creekside Christian School ("School") shall:

   i. Keep and maintain public records required to perform the service.

   ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

   iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.

   iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

   If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2025).

g. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

h. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2025). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

i. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

j. **No Third-Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

k. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

l. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

m. **Notices:** All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Raphel Robinson, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: Robinsra@cf.edu

Tim Campbell, Creekside Christian School
171 SE 3rd Street
Otter Creek, FL 32683
Email: timcampbellccs@gmail.com,
Contact Number: 352-486-2112

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Creekside Christian School. This Agreement shall be valid for the 2026-2027 school year.

IN WITNESS WHEREOF, Creekside Christian School and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2025), Dual Enrollment Articulation Agreements.

Date — Charlie Stone, Chair, District Board of Trustees, College of Central Florida

May 20 2026 — Tim Campbell, Principal, Creekside Christian School

Date

COLLEGE OF CENTRAL FLORIDA

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AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Dixie County School Board Articulation Agreement 2026-2027 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Dixie County School Board. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these District Inter-institutional Agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement with the Dixie County School Board and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreements for Career and College Acceleration
Between the District Board of Trustees of the College of Central Florida
and the School Board of Dixie County, Florida
2026-2027

I. DUAL ENROLLMENT ARTICULATION AGREEMENT

The Articulation Committee that has negotiated/drafted the agreement include: Dixie County School District members: Cheryl Pridgeon, Vice Chair Dixie County School Board; Kristen McCaskill, Director of Human Resources.

College of Central Florida (CF) members: Dr. Raphel Robinson, Director of Admissions; Sarah Sandford, Dual Enrollment Coordinator, Leah Gamble, Dean, Jack Wilkinson Levy Campus.

The Committee meets annually in the spring to go over the current year's articulation agreements and discuss changes that are required due to changes in statute or rule and any changes desired by either the school district or the college. A draft document is prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school districts to take to their School Boards for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school district personnel. The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements.

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. This agreement covers not only dual enrollment, but also CF's early college program "Collegiate Academy", career pathways, remediation and teacher preparation. Legislative changes that occur after the final draft of this document which impact the 2026-2027 academic year will take precedence.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program.

a. References to students in this document mean any student enrolled in a Dixie County Public School.

b. CF will provide information to the schools regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.

c. The schools, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. The schools will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.

d. CF will post application deadlines and registration dates on its dual enrollment Web page at least

one term in advance.

e. CF Admissions & Dual Enrollment staff will work with district and school officials on targeted dual enrollment recruiting activities.

f. The school will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

3. **A delineation of courses and programs available to students eligible to participate in dual enrollment**

a. Courses to be provided by CF under this agreement will be mutually agreed upon by CF and the School District, and will avoid unnecessary duplication of existing courses in grades six (6)-twelve (12). Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.

b. CF will furnish each school with a copy of the current courses (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.

c. A student education plan may be developed by CF for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in an Applied Technology Diploma, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.

d. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts, applied technology, and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of §1003.4282, Fla. Stat. (2025).

e. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of their school principal, parent/guardian and the School District before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.

f. Students have an opportunity to participate in dual enrollment through the School Board of Dixie County until they have successfully earned an Associate's degree and/or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive of all college credit earning coursework. Students are no longer eligible for dual enrollment once they successfully complete four (4) years of enrollment in high school or graduation, whichever comes first.

4. **A description of the process by which students and their parents exercise options to participate in the dual enrollment program.**

A. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

B. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

C. **Orientation**: Orientation must be completed prior to the start of the term and is required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

D. **Registration:** Dual Enrollment information will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures, FERPA permission and benefits of program participation. Registration will be completed through the MyCF portal. The student must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadlines will end one week before the start of the term. Students are ineligible to register for B term for the Fall and Spring semesters.

E. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Withdrawal requests must be submitted by the withdrawal deadline. The withdrawal notice will be sent to the designated Dixie County School staff by CF staff. The student will receive a "W" on their college transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment Co-requisite courses will count as one class for withdrawal purposes.

If the student remains eligible for dual enrollment, the course withdrawn must be repeated before taking any other dual enrollment courses. This requirement can only be petition with support of the Dixie County School District.

F. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours only during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to nine (9) credit hours total in the Summer semester prior to their Junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school district and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen (16) credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**0**	**12**
Sophomores	**6**	**6**	**9**	**18**
Juniors	**9**	**9**	**12**	**27**
Seniors	**16**	**16**	**0**	**32**

G. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the School District. Grades will be electronically transmitted securely by CF to the district offices for posting.

H. **Academic Advising:** All A.A. degree seeking students must be advised by a CF meta-major advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the A.A. and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

5. A list of any additional initial student eligibility requirements for participation in the dual enrollment program.

a. An overall GPA of 3.0 on an un-weighted 4.0 scale is required for college credit dual enrollment courses. An overall GPA of 2.0 on an un-weighted 4.0 scale is required for students to enroll in vocational certificate dual enrollment programs. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 un-weighted school GPA and the minimum GPA required by the college. Students admitted into the EMT program through dual enrollment must have a 3.0 grade point average in EMT program coursework and satisfy all EMT program entry requirements.

b. The Dixie County School Board shall identify those students qualified to participate in dual enrollment classes. The high school principals or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in the Dixie County Public School System and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30 Fla. Stat. (2025) and rule 6A-10.0315, F.A.C.

d. Any combination of these test scores may be considered if taken within two (2) years of the beginning of classes for first-time dual enrollment students. The student must pass all sections of the test. Cut scores for the placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
PreACT	22	18	22
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114- Placement for MAT1033, MGF1130/1131 or STA2023
PERT 123- Placement for MAC1105, College Algebra

e. Students enrolling in MAC1105 must achieve the following scores on the Mathematics portion of the respective test: ACT 25; SAT 26.5; Digital SAT/PSAT 530, PERT 123. Students who wish to take upper-level math beyond MAC1105 must satisfy the above test requirements and take the CLM test and score a 270 or higher.

f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the dual enrollment grade point average and specific program entry requirements.

g. The student must pass the grade level Required State Assessment in English Language Arts and the end of course exams for Algebra I, as required. Exceptions will be at the discretion of the School Board. Permission for participation must be granted by the student's parent/guardian.

h. Students enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a co-requisite during the same semester. Students who have a score of three (3) or above on the Advanced Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semesters. In order for credit to be granted, official exam scores must be received and evaluated by Enrollment Services at CF. (Including AP, Cambridge AICE, IB,

Dantes).

i. Students must have earned four (4) high school level credits for consideration for Dual Enrollment through Dixie County School District until they have successfully earned an associate's degree and/or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.

j. Students are no longer eligible for dual enrollment once they successfully complete four (4) years of enrollment in high school or graduation, whichever comes first. Students who will graduate from high school before completion of the postsecondary course may not register for the course through Dual Enrollment. This means that high school seniors may NOT take a summer "A" course as dual enrollment.

k. Any exceptions to the requirements must be approved by both the school district and CF's Petitions Committee. Students and their counselor are notified of the committee's decision by the Dual Enrollment office in writing within one (1) week of the meeting. A student exception appeal may be approved by the Superintendent to allow a student to repeat a course that they were unsuccessful in within the next semester at Dixie's expense. CF will not change the grade and it will show as a repeated course. If it is a third attempt at the course, Dixie County Schools will pay the out-of-state tuition for the course.

l. Students who will graduate from high school prior to completion of the post-secondary course may not register for the course through dual enrollment. This means that high school seniors may NOT take a summer "A" course as dual enrollment.

m. Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. See Code of Conduct in section 10(H).

6. A delineation of the high school credit earned for the passage of each dual enrollment course

a. The School Board of Dixie County will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the Dual Enrollment Course- High School Subject Area Equivalency List recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three (3) credit hours will be ineligible for high school credit and will not constitute dual enrollment.

b. High school credit for Post-Secondary Adult Vocational certificate classes shall be awarded based on the number of contact hours in the program of study. For each 135 clock hours in the program, a student will be awarded one (1) high school credit in Carnegie units; one-half (0.5) high school credit will be awarded for any number of clock hours between 68 and 135; and no high school credit will be awarded for any number of clock hours less than 68.

7. A description of the process for informing students and their parents of college-level course expectations.

a. CF will supply school counselors with dual enrollment information which include application instructions to inform students/parents of the requirements and benefits of participation in the

program. Deadline dates will be posted on the dual enrollment webpage at least 1 semester in advance.

b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the high school campus.

c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

8. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis

a. There will be no exceptions made to the required grade point averages for dual enrollment.

9. The registration policies for dual enrollment courses as determined by the postsecondary institution.

a. Registration for dual enrollment students taking classes on the college campus will take place the same as all other students. Registration will stop ten days in advance of the start of term to give high school counselors time to review registration. Changes must be confirmed within five days.

b. Dual enrollment students will follow the college's procedures for drop, withdrawal and petition policies. Students appealing a grade of D, F, or FF will not be eligible to continue in dual enrollment until a decision is rendered by the Dual Enrollment Petitions Committee.

c. If a grade is successfully petitioned, the student may enroll in dual enrollment course that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful, the student may enroll in dual enrollment courses that begin after the petition approval date.

d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.

e. Courses will follow the CF academic calendar published on the CF website.

10. The responsibilities of the school district regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

a. Each student must be recommended by their school principal or principal's designee. Student screening for eligibility and participation is the responsibility of the high school principals according to district and state requirements.

b. Their school counselor shall identify those students qualified to participate in dual enrollment classes on a semester basis and will verify their continued eligibility throughout their participation. This verification will be conducted after grades are posted each semester. The counselor will notify the college's dual enrollment coordinator when a student's eligibility status changes.

c. The high school counselor will work with students to review dual enrollment course plans and how those plans affect high school academics and high school graduation. For questions about how dual enrollment impacts students who are pursuing an AA or AS, students should contact academic advising at CF.

d. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway. CF will provide academic advising services to dual enrollment students and monitor their progress and attendance in dual enrollment classes.

e. Students will be informed of college-level course expectations.

f. Any "grade level" classification listed in this agreement is based on the School District's Student Progression Plan.

g. Students attending dual enrollment classes held in college facilities will be subject to college attendance policies. Required documentation of enrollment and attendance will be reported to the Dixie County MIS offices by required state reporting deadlines.

h. Students may enroll in courses conducted during school hours, after school hours and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a post-secondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission, may register and pay the required tuition and fees for the summer session.

i. **CODE OF STUDENT CONDUCT:** Students attending dual enrollment classes on the college campus will follow CF's Code of Student Conduct in terms of appropriate classroom behavior, protocol, and academic integrity (i.e., cheating and plagiarism). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment. Students expelled from The School Board of Dixie County will be ineligible to participate in Dual Enrollment.

j. **STUDENT RECORDS**: The parties may provide personally identifiable student records to each other in the performance of this agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to the school district.

a. Students with unsatisfactory progress reports may be counseled by the school counselor upon notification by the College.

b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's school transcript by the school district. Grades will be electronically transmitted securely by CF to the district MIS/Curriculum offices for posting.

c. If a Dual Enrollment student earns a D, F, or FF grade in any course(s) during one (1) semester, they will no longer be eligible to participate in Dual Enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to

an acceptable grade.

d. If a dual enrollment student earns an incomplete grade, future registration will be removed. Once the incomplete grade is satisfactorily completed, the student can then register for the next available future term. Any appeals must be submitted 5 business days after the date grades are posted for students to be eligible for that term.

12. A funding provision that delineates costs incurred by each entity.

a. Subject to annual appropriation in the General Appropriation Act, and in accordance with §1007.271(21) (n) (1), Fla. Stat. (2025), the School District shall pay the standard tuition rate per credit hour ($71.98) from funds provided in the Florida Education Finance Program (FEEP) to CF for all Dual Enrollment instruction that takes place on the CF campus or by CF online. Courses taken during the summer term will not be charged to the School Districts

b. Students must drop courses during the add/drop period to have the cost of tuition removed. If the student later withdraws from a course, the tuition will remain and be charged to the district.

c. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation and laboratory fees excluding private instruction.

d. Required textbooks and other instructional materials as defined in §1006.28, Fla. Stat. (2025) will be funded by the School District provided the FEFP provides funding for such expenses. CF will adhere to the requirements set forth in §1004.085, Fla. Stat. (2025) in regards to the affordability of textbooks.

e. The School Board of Dixie County shall be responsible for the instructional materials provided under this agreement. All instructional materials are available through CF in conjunction with the CF Bookstore.

f. CF will invoice the School District for costs incurred following each semester.

13. For the students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1)(i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

g. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a CF facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. If a student with a disability enrolls in a dual enrollment course offered at a high school facility, the high school will be responsible for supporting accommodations per CF Accessibility and Counseling Services guidelines. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

h. The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held or where testing labs exists.

II. MECHANISMS AND STRATEGIES FOR DECREASING THE NEED FOR

DEVELOPMENTAL EDUCATION OF HIGH SCHOOL GRADUATES AT CF.

A. There shall be established a "College and Career Collaborative" comprised of two representatives from each school district, the Vice President for Academic Affairs, the Vice President for Student Affairs, and the Director of Admissions and Student Recruitment at CF, and others as the plan warrants.
B. Initiatives include:
    a. Analysis of student readiness for college by administering the PERT to eligible students from Dixie, Marion, Gilchrist, Levy and Citrus counties.
        1. CF will provide:
            a. One (1) administration of the PERT exam at no cost for students who wish to apply for participation in dual enrollment;
            b. By appointment only via the CF website with approval from the high school.
        2. School Board of Dixie County will provide:
            a. space for testing;
            b. test sites;
            c. testing information to all eligible student.
C. CF will provide assessment of student readiness for college by administration of PERT to all incoming students without ACT or SAT scores. Incoming students will be required to submit PERT, SAT or ACT scores if they do not meet exemption requirements as identified by Fla Stat.
§1008.30 (2025).
D. CF will accept the PERT scores from the official transcripts only if not found in the PERT repository.
E. Articulation agreements will be established between Levy, Dixie, Gilchrist, Marion and Citrus school districts and CF.
F. CF advising and admissions staff from all campuses will meet with school counselors in all ~~three~~ school districts to provide in-service training regarding CF course requirements. School counselors are encouraged to visit CF's workforce development programs.
G. CF will conduct a "college preview" type event for students in each of the school districts.
H. CF will provide information about its programs and how to be a successful college student to sixth (6th) through twelfth (12th) graders in Levy, Dixie, Gilchrist, Marion and Citrus counties in a variety of formats, materials and events.

III. MECHANISMS AND STRATEGIES FOR PROMOTING CF'S COLLEGIATE ACADEMY

A. Program Description

1. The CF COLLEGIATE ACADEMY is a Dual Enrollment Program that provides an opportunity for eligible 11th and 12th grade students to enroll in college-level courses to obtain dual (high school and college) credits on the CF campus or online. The CF COLLEGIATE ACADEMY is a cooperative effort between CF and the school district to provide postsecondary coursework, which enables eligible students to receive a minimum

of 24 hours during the fall and spring CF terms and Career and Professional Education (CAPE) industry certifications, as defined in CS/CS/SB 850: Education (2025), where appropriate

B. Delineation of Courses and Industry Certifications

1. Courses to be provided by CF under this Agreement will be mutually agreed upon by CF and the school district, and will avoid unnecessary duplication of existing courses in grade 12. Any course in the Florida Department of Education's Statewide Course Numbering System, except development education and physical education skills courses, may be offered as Dual Enrollment. Courses may be taken online or at CF. Students will have the opportunity to earn CAPE industry certifications.

2. CF will develop a Student Pathway for each student participating in the CF COLLEGIATE ACADEMY. The pathway will guide course selection. At a minimum, each pathway must include a list of courses that will result in an Applied Technology Diploma, an Associate in Science (A.S.) degree, or an Associate in Arts (A.A.) degree. If a student identifies a baccalaureate degree as the objective, the pathway must include courses that will meet the general education requirements, as well as any prerequisite requirement for entrance into a select baccalaureate degree program.

3. Postsecondary courses in foreign languages, mathematics, English, Sciences, social studies, computer science, performing or visual arts, applied technology, and any other classes that comply with applicable state regulation will be counted toward meeting the graduation requirement, as specified in Section 1003.4282, Fla. Stat. (2025)

4. Students will have the opportunity to participate in the CF COLLEGIATE ACADEMY until they graduate.

5. Students wishing to pursue participation in the CF COLLEGIATE ACADEMY must contact their high school counselor to discuss CF COLLEGIATE ACADEMY admissions criteria and obtain admissions application information

C. Eligibility Requirements

1. Students must have an overall grade point average (GPA) of 3.0 on an unweighted 4.0 scale to qualify for participation in the CF COLLEGIATE ACADEMY. Continued eligibility requires that students maintain a 3.0 unweighted high school GPA and the minimum GPA required by CF.

2. Student Identification and Approval

High School counselor will identify those students qualified to participate in Dual Enrollment classes. Qualified students must obtain approval from the high school principal or designee and their parent/guardian to be eligible for participation in the CF COLLEGIATE ACADEMY by completing the Collegiate Academy Participant Approval Form.

3. Student Readiness

a) Eligible students must be enrolled in the school district and must be working towards a high school diploma. Students must take the Pre-ACT, PSAT, CLT, ACT, SAT or PERT to demonstrate readiness for college-level coursework.
Any combination of these test scores may be considered if taken within two (2) years of the beginning of classes for first-time dual enrollment students. All sections of the placement test must be passed. Cut scores for the three (3) placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
PreACT	22	18	22
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT	490	480
CLT	38	16

4. **Additional Eligibility Requirements**
   - **a)** Students must achieve a 114 PERT score to qualify for placement in MAT0133, MGF1130, MGF1131 or STA2023.
   - **b)** Students must achieve a 123 PERT score to qualify for placement in MAC1105 or College Algebra.
   - **c)** Students enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; PERT 123. Students who wish to take Upper-level math beyond MAC1105 must satisfy the aforementioned test requirements and take the College Level Math (CLM) test and score a 70 or higher.
   - **d)** Students must pass the 10th Grade English Language Arts (ELA) assessment, as well as the Florida End-of-Course (EOC) exam for Algebra 1 or meet Florida identified concordant scores.
   - **e)** Students will be required to complete the American History EOC, via the school district, by the end of their high school junior year.
   - **f)** Students participating in the CF COLLEGIATE ACADEMY must enter into a student/parent performance contract, which must be signed by the student, the parent/guardian, and a representative of the school district and CF, respectively. Students are eligible for participation in the CF COLLEGIATE ACADEMY until they have successfully completed an associate's degree and/or accrued sixty-seven (67) hours of college credit. The calculation is inclusive of all college credit earning coursework. Students are no longer eligible once they successfully complete four (4) years of enrollment in high school or graduation, whichever comes first.
   - **g)** Students must have completed their sophomore year in high school by passing 12 high school credits to be consider for participation in the CF COLLEGIATE

ACADEMY. Students are no longer eligible for participation in the CF COLLEGIATE ACADEMY upon successfully completing four years of enrollment in high school or high school graduation, whichever comes first.

h) Students who will graduate from high school before completion of a postsecondary course may not register for the course through Dual Enrollment or the CF COLLEGIATE ACADEMY. High school seniors may NOT take Summer-A courses as Dual Enrollment.

i) Students attending classes on the college campus will follow CF's Code of Student Conduct in terms of appropriate classroom behavior, protocol, and academic integrity (i.e., cheating and plagiarism). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the Dual Enrollment course, regardless of eligibility requirements for continued enrollment. Students expelled from the School Board of Dixie County will be ineligible to participate in COLLEGIATE ACADEMY.

D. Enrollment Process

1. Application Process
   a) Students interested in the CF COLLEGIATE ACADEMY must meet the Dual Enrollment eligibility requirements set forth by the Articulation Agreement. Students must complete the CF online Dual Enrollment application and submit all required application packet forms (Student Registration, Parent Permission, FERPA, and High School Counselor Checklist) to their high school counselor.The parent/guardian must also sign the CF COLLEGIATE ACADEMY Participation Approval Form. All completed forms should be returned to the high school counselor. Students will be issued a CF ID number to view the student portal for additional requirements. Students are responsible for requesting and approving all documents needed for eligibility, including their high school transcripts and placement test scores (Pre-ACT, PSAT, CLT, ACT, SAT or PERT). All documentation must be received by CF's Dual Enrollment Office by the posted application deadlines. After all documents are received and processed by CF's Dual Enrollment Office, students will receive an email stating they have been admitted to Dual Enrollment. If the student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, CF's Dual Enrollment Coordinator will contact the student's high school counselor, who will be responsible for contacting the student.
2. Orientation
   a) Orientation must be completed prior to the start of the term and is required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.
3. Registration
   a) COLLEGIATE ACADEMY information will be provided to counselors by CF to better help students and parent/guardians understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The student must review the schedule posted on the MyCF portal to select courses for registration each term. The student will coordinate with the high school counselor in their course

selection to ensure the course requirements are met for high school graduation. Registration deadlines will end one week before the start of term.

4. Withdrawal Process
    a) CF COLLEGIATE ACADEMY students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. The student will receive a "W" on their transcript for the attempt in the course. If a COLLEGIATE ACADEMY student receives 2 or more "W" grades, they will no longer be eligible to participate in COLLEGIATE ACADEMY. Co-requisite courses will count as one class for withdrawal purposes.
    b) CF COLLEGIATE ACADEMY students have the option to withdraw from a course(s) within the withdrawal period. The student must request the withdrawal form through the CF Dual Enrollment office. The student will receive a "W" on the transcript to document the attempt in the course.
5. Course Load
    a) 11th and 12th grade students participating in the CF COLLEGIATE ACADEMY must enroll in at least 12 credits and may take up to 18 credit hours in the fall and spring terms.
6. Grade Distribution
    a) All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same course. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's high school transcript by the school district. Grades will be electronically and securely transmitted by CF to the school district office for posting.

E. Communication Methods, Medium, and Process for Students and Parents

1. References to students throughout this document mean any eligible student enrolled from any Dixie County public high school.
2. CF will provide information to high schools throughout Dixie County, requirements for participation and the educational benefits to be derived from the CF COLLEGIATE ACADEMY.
3. High schools throughout the district will utilize published, electronic or other media to notify students and their parent/guardian of the opportunity to participate in the CF COLLEGIATE ACADEMY. The high school will provide information, using these same methods, to students and their parent/guardian of the eligibility criteria for participation in the CF COLLEGIATE ACADEMY. Information regarding CF COLLEGIATE ACADEMY, including the return on investment associated with participation in the program, is provided annually via mailings, magnet fairs, and magnet caravans.
4. CF will post application deadlines and registration dates on its Dual Enrollment web page at least one term in advance.
5. CF Dual Enrollment staff will coordinate and work with the school district on targeted CF COLLEGIATE ACADEMY recruiting activities.

F. Advising Services and Progress Monitoring

1. All A.A. and A.S. degree-seeking students must be advised by a CF educational advisor in the semester that they reach 30 earned credit hours, to learn about the requirement to complete the degree and any additional requirements necessary to transition into the bachelor's degree program and the institution of their choice.
2. CF will provide academic advising services to CF COLLEGIATE ACADEMY students.

3. The CF COLLEGIATE ACADEMY and Dual Enrollment courses meet the curricular expectations and offer the same depth and rigor of non-Dual Enrollment Postsecondary instruction.
4. Students will be informed during orientation that they should plan to study two (2) – three (3) hours outside of class for every one hour they are in the class, to be successful in college-level courses. In addition, Dual Enrollment courses become a part of a student's permanent college transcript are calculated into the student's permanent postsecondary GPA.

G. Program Review and Reporting Mechanism (Student Performance Outcomes)

1. The CF COLLEGIATE ACADEMY will be reviewed as a part of CF's Service Unit Assessment process for the COLLEGIATE ACADEMY every four years.
2. All students enrolled in CF COLLEGIATE ACADEMY classes will be graded on the same basis as other college students in the same college courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's high school transcript. Grades will be electronically transmitted securely by CF to the student's high school and the school district MIS/Curriculum offices for posting.
3. While a student is enrolled in high school, payment for dual enrollment courses cannot be made on behalf of any student participating in the CF COLLEGIATE ACADEMY by any third party, including the student's family.
4. If a Dual Enrollment student earns a "D", "F", or "FF" grade in any course during one semester, that student will be ineligible to participate in dual enrollment. The student may appeal the decision.
5. COLLEGIATE ACADEMY students will follow CF's procedures for drop, withdrawal, and petition policies. COLLEGIATE ACADEMY students will not be permitted to take courses while petitioning a grade of D. F or FF.
6. If a grade is successfully petitioned, the student may enroll in COLLEGIATE ACADEMY courses that begin after the petition approval date as per CF Grade Appeal Process. If filing a withdrawal appeal, it must be filed withing 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful, the student may enroll in COLLEGIATE ACADEMY courses that begin after the petition approval date.

H. Funding Arrangement to Implement to CF COLLEGIATE ACADEMY

1. The school district will pay the standard tuition rate per credit of seventy-one dollars and ninety-eight cents ($71.98), from funds provided in the Florida Education Finance Program (FEFP) to CF for courses taken online or at a CF campus, in accordance with Section 1007.273, Fla, Stats. (2025). Courses taken during the summer term will not be charged to the school district. The amount of credit hours will be based upon CF's enrollment records, as the keeper of the student's official college transcript.
2. Students must drop courses during the designated add/drop period to eliminate the cost of tuition. If a student later withdraws from a course, the tuition charge will remain and be charged to the school district.
3. Students enrolled in the CF COLLEGIATE ACADEMY will be exempt from the payment of registration, matriculation, and laboratory fees.
4. Required textbooks and other instructional materials, as defined in Section 1007.273, Fla. Stats. (2025) will be funded by the school district, provided the FEFP provides funding for such expenses. CF will adhere to the requirements set forth in Section 1004.085, Fla. Stats. (2025), governing the affordability of textbooks.

5. The School Board of Dixie County shall be responsible for the instructional materials provided under this agreement. All instructional materials are available through CF in conjunction with the CF Bookstore.
6. Eligibility for academic accommodations requires that students with disabilities who enroll in a course provided at a CF facility must meet all requirements established by requirements established by CF's Office of Accessibility and Counseling Services.
7. CF will invoice the school district for costs each semester. The school district will make payment by check.
8. Transportation to attend college-level course offered at any facility will be the responsibility of the student or the student's parent/guardian.

IV. MECHANISMS AND STRATEGIES FOR PROMOTING "CAREER PATHWAYS" PROGRAMS OF STUDY

A. Courses and programs available to students eligible for Career Pathways

a. Career Pathway Program of Study is a coherent sequence of rigorous academic and technical courses that prepare students for successful completion of state academic standards and support an accelerated transition to postsecondary coursework in a related career area of interest. According to the Florida Department of Education Information Data Base Requirements, Vol. 1, a Secondary Career Pathways Student is defined as "a career and technical education student who has earned three or more (high school) credits in a single career and technical education program and has participated in a locally developed Program of Study that has a written articulation agreement in place which establishes and validates the career pathway." Such is the purpose of this articulation agreement between the College of Central Florida (CF) and the Dixie County School Board.

b. Courses to be articulated by CF under this agreement will be mutually agreed upon by the college and the Dixie County School board. Career Pathways course and program offerings will be accessible on the Career Pathways Web page of CF's Web site (www.CF.edu/careerpathways), and the Dixie County School's Web site on the Career and Technical Education (CTE) Web page. Alterations to this list of offerings may be made with mutual consent of CF and the Dixie County School Board. (See Appendices for a full list of articulated credits).

B. The process for notifying parents and students of the option to participate in Career Pathways programs

a. CF will provide information to the schools regarding the requirements for participation in, and the educational benefits to be derived from, Career Pathways or other accelerated programs.

b. The school in turn will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. The schools will also provide information, using these same methods, to students and their parents or guardians regarding the eligibility criteria for participation in these programs

C. Eligibility criteria for student participation

a. Eligibility for participation in a Career Pathways program of study is determined by a student's enrollment in a Career & Technical Education Program of Study. A student who is defined as a "concentrator" is a student who has enrolled in three (3) or more courses in a CTE Program of Study) and has met the minimum academic requirements of a "B" (3.0) in the CTE Program is considered a Career Pathway student.

b. Career Pathways students who are eligible for articulated credits and desire to attend CF in an aligned Associate of Science degree (A.S.) program must apply for a CF student identification number and request to take an end-of-course exam for the articulated credit. Students, who pass an Industry Certification on the Gold Standard Career Pathways Articulation Agreements of Industry Certification to AAS/AS Degree, are exempt from taking the end of course exam for the courses specified in Appendices. (http://www.fldoe.org/workforce/dwdframe/artic_indcert2aas.asp)

D. Institutional responsibilities for student screening prior to enrollment and monitoring enrolled students

a. The Dixie County School Board shall identify those students who have completed Career Pathways courses of study and are current seniors (within 12 months of high school graduation) and shall so notify the College of Central Florida.

b. CF will make available advising services to Career Pathways students, as provided to all CF students.

E. Awarding college credit for articulated Career Pathways courses

a. To receive Career Pathways credit, students must demonstrate mastery of articulated career and technical courses by earning at least a grade of "B" average (3.0) as indicated on their official high school transcripts. Additionally, students may also be required to pass the Industry Certification identified on the Gold Standard State Wide Articulation Agreement, an exam and/or approved alternative assessment of work to demonstrate mastery of course material at a level acceptable to the College of Central Florida.

b. The articulated Career Pathways credits will be awarded and posted to the student's CF transcript upon acceptance to CF and his/her declaration of an A.S. program of study. The articulated CF courses will be awarded a grade of "S" and will not factor into the student's CF grade point average.

c. Statewide Career and Technical Education Articulation agreements which are based on nationally recognized industry certification support the Department of Education's Next Generation Strategic Areas of Focus (number three) effort to "expand opportunities for postsecondary degrees and certifications." Gold Standard Career Pathways Industry Certification to AAS/AS Degree Statewide Articulation Agreements based on nationally recognized industry certification does not preclude CF from granting additional credit based on the local agreement. See Appendices for a full list of articulated credits.

F. Criteria by which the instructional quality will be maintained

a. CF will work with the Dixie County School Board personnel to provide program and related course learning outcomes, curriculum and other resources to help ensure that the quality of instruction provided the high school students in the Career Pathways articulated courses is comparable to that afforded CF students enrolled in said program.

G. Cost of Career Pathways

a. Students who receive Career Pathways credits shall be exempt from the payment of registration and laboratory fees for the CF courses for which they receive articulated credit.

H. Program review

a. CF and the Dixie County School Board personnel will, on an annual basis, review and revise the articulation agreement to keep it aligned with the most current program and course requirements. All Career Pathway programs offered by the College of Central Florida are annually reviewed and revised to accommodate and adapt to changing labor market trends and demands.
b. Upon request, CF will work with the Dixie County School Board personnel to develop additional articulated Career Pathways programs of study as new programs are added at the secondary and/or postsecondary levels.

V. MECHANISMS AND STRATEGIES FOR IMPROVING THE PREPARATION OF ELEMENTARY, MIDDLE, AND HIGH SCHOOL TEACHERS

A. There shall be established a consortium among CF, and the school boards of Citrus, Dixie, Gilchrist, Levy and Marion Counties to affect collaborative methods for improving the preparation of elementary, middle, and high school teachers.
B. Additionally, methods for providing support to the public-school systems in recruiting, retaining, and recertifying teachers will be developed by the consortium members.
C. Training programs will be developed to provide professional development to meet the needs of teacher mandates. These courses and programs will be made available to the public-school systems in Citrus, Dixie, Gilchrist, Marion, and Dixie Counties at various times and places.
D. The members of the consortium will promote the advantages of partnering in educational programming.
E. The members of the consortium will work to provide a coordinated effort to develop and implement alternative certification procedures and programs for classroom teachers.
F. The members of the consortium will work to provide a coordinated effort to develop and implement methods for state and federal mandates.
G. The members of the consortium, in developing these programs, will strive to utilize new technologies in the training programs, to address critical needs of teachers and public-school systems in implementing them, and to include both pre-service and in-service initiatives in so

doing.

VI. MISCELLANEOUS

A. **Excess Funds:** Any party receiving funds erroneously paid by School District under this Agreement shall promptly notify and return to School District such erroneously paid funds.

B. **Entire Understanding**: This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

C. **Amendments**: The provisions of this Agreement may only be amended, supplemented, waived, or changed in writing, by making specific reference to this Agreement, and then signed by both parties.

D. **Governing Law & Venue**: This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

E. **Compliance with Laws and Policies**: Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and School District policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

F. **Public Records**: **IF CF HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CF'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF RECORDS AT: PUBLIC RELATIONS AND COMMUNICATION OFFICER: KRISTEN McCASKILL AT 352-541-6231 KRISTENMCCASKILL@DIXIE.K12.FL.US 16077 SE HWY 19, CROSS CITY 32628.**
IF THE SCHOOL BOARD HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO SCHOOL BOARD'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF RECORDS AT: CHARLES PRINCE, VP ADMINISTRATION AND FINANCE AT (352)-854-2322, EXT. 1637, PRINCECH@CF.EDU OR IN PERSON AT 3001 SW COLLEGE ROAD, OCALA, FL 34474. §119.0701, FLA. STAT. (2025)

G. **Non-Discrimination**: The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties respective duties, responsibilities, and obligations under this Agreement.

H. **No Waiver of Sovereign Immunity**: Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2025). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

I. **Inspector General Audits**: The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

J. **No Third Party Beneficiaries**: Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

K. **Waiver**: A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of School District does not relieve CF of the indemnification provisions required by this Agreement.

L. **Assignment**: Neither CF nor School District may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

M. **Notices**: All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; faxed; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Raphel Robinson
College of Central Florida
Address: 3001 SW College Road
Ocala, FL 34474
Email: robinsra@cf.edu
Office Number: 352-854-2322

Timothy Alexander, School Board of Dixie County,
Address: 16077 SE HWY 19,
Cross City FL 32628
Email: timothyalexander@dixie.k12.fl.us
Office Number: 352-541-6231

Or to such other address (es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,

(b) On the date faxed or emailed, if by facsimile or email, and

(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

VII. ACCOUNTABILITY

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the chairman of The School Board of Dixie County, Florida and the chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of CF's President and the District School Board. Courses of study and programs are to be incorporated into the Agreement before instruction begins. This Agreement shall be valid only for the 2026-2027 school year.

IN WITNESS WHEREOF, The School Board of Dixie County, Florida and the District Board of Trustees of the College of Central Florida have adopted this Agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with §1007.23, Fla. Stat. (2025), Statewide Articulation Agreement.

Date	**Charlie Stone, Chair, District Board of Trustees, College of Central Florida**
5/12/26	
Date	**Timothy Alexander, Board Chair, The School Board of Dixie County, Florida**

COLLEGE OF CENTRAL FLORIDA

8

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Eckerd Youth Alternatives Articulation Agreement 2026-2027 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Eckerd Youth Alternatives. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these district inter-institutional agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement with Eckerd Youth Alternatives and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And Eckerd Youth Alternatives, Inc. program at E-Nini-Hassee
2026-2027

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: E-Nini-Hassee members – Gale Wire, Principal; College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2026-2027 academic year will take precedence.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

a. References to *students* in this document, means any student enrolled in E-Nini-Hassee
b. The College of Central Florida will provide information to E-Nini-Hassee regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. E-Nini-Hassee in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. E-Nini-Hassee will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.
e. The College of Central Florida has the option to limit dual enrollment participation based on capacity.
f. E-Nini-Hassee will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF. (Refer to section 13.a for detailed information)

3. A delineation of courses and programs available to students eligible to participate in dual enrollment.

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and E-Nini-Hassee to avoid unnecessary duplication of existing courses in grades 6-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.

b. The College of Central Florida will furnish E-Nini-Hassee with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.

c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.

d. E-Nini-Hassee will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.

f. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2025).

g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.

h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to E-Nini-Hassee upon completion of the college term. Students with unsatisfactory progress will be reported to E-Nini-Hassee immediately upon receipt of an Early Alert via email.

4. **A description of the process by which students and their parents exercise options to participate in the dual enrollment program**

a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students are required to complete the CF online Dual Enrollment application and provide all required application packet forms (Student Registration, Parent Permission, FERPA, High School Counselor Checklist) to the high school counselor. The parent/guardian must also sign and submit the COLLEGIATE ACADEMY Participation Approval Form to the high school counselor in order to participate in the CA program (available to students who have successfully completed 9th and 10th grade requirements only). The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

d. **Registration:** Dual Enrollment information will be provided to E-Nini-Hassee by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end ten (10) days before the start of the term.

e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by E-Nini-Hassee. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered. (Refer to section 9.c)

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

5. Student eligibility requirements for participation in the dual enrollment program.

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. E-Nini-Hassee shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in E-Nini-Hassee and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2025) and rule 6A-10.0315, F.A.C.

d. Placement test scores for Reading, English/Writing and Algebra must be obtained for admission to the Dual Enrollment program. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students. Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530; PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Students must have earned four (4) high school level credits for consideration for Dual Enrollment courses. Students have an opportunity to participate in Dual Enrollment through E-Nini-Hassee until they have successfully earned an associate's degree or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.
i. Students are no longer eligible for dual enrollment once they successfully graduate high school, Students who will graduate from high school before completion of the postsecondary course may not register for the course through Dual Enrollment. Seniors may NOT take summer courses as a dual enrollment student.
j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. Seniors may NOT take summer courses as a dual enrollment student.
k. Students are ineligible to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(j).
l. CF has the option to limit dual enrollment participation based on capacity.

6. **A delineation of the high school credit earned for the passage of each dual enrollment course**

   a. E-Nini-Hassee will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-**High School Subject Area Equivalency List** recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

7. **A description of the process for informing students and their parents of college-level course expectations**

   a. CF will supply E-Nini-Hassee with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
   b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
   c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

8. **The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis**

   a. There will be no exceptions made to the required grade point averages for dual enrollment.

9. **The registration policies for dual enrollment courses as determined by the postsecondary institution**

   a. Registration for Dual Enrollment students taking classes on the CF campus will take place the same as all other students. Registration will stop ten days in advance of the start of the term to give E-Nini-Hassee time to review registration. Changes must be confirmed within five (5) days.
   b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
   c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
   d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
   e. Courses will follow the academic calendar published on the CF website.

10. The responsibilities of E-Nini-Hassee regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. E-Nini-Hassee shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation. This verification will be conducted after grades are posted each semester. E-Nini-Hassee will notify CF's Dual Enrollment Coordinator when a student's eligibility status changes.
c. E-Nini-Hassee will work with students to review dual enrollment course plans and how those plans affect high school academics and high school graduation. For questions about how dual enrollment impacts students who are pursuing an AA or AS, students should contact academic advising at CF.
d. CF will provide academic advising services to Dual Enrollment students and monitor their progress and attendance in Dual Enrollment classes. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway.
e. Students will be informed of college-level course expectations.
f. Students attending Dual Enrollment classes held in college facilities will be subject to CF attendance policies. Required documentation of enrollment will be reported E-Nini-Hassee.
g. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript E-Nini-Hassee Grades will be securely electronically transmitted by the College of Central Florida to E-Nini-Hassee.
h. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (c) for the appeals process.
i. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission by the Office of Admissions, may register and pay the required tuition and fees, and textbooks/ instructional materials for the summer session.
j. **CODE OF STUDENT CONDUCT:** Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.
k. **STUDENT RECORDS:** The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to E-Nini-Hassee.

a. Students with unsatisfactory progress reports should be counseled by E-Nini-Hassee immediately upon notification by CF.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by E-Nini-Hassee Grades will be electronically transmitted securely by CF to the student's high school.
c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. The student must have graduated high school and have been admitted as a regular college student. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

12. A funding provision that delineates costs incurred by each entity.

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2025) will be funded by the FL Dual Enrollment Scholarship.
c. E-Nini-Hassee shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore.

13. For students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1)(i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.
b. Institutional responsibility for transportation: The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. <u>MISCELLANEOUS</u>

a. **<u>Excess Funds</u>:** Any party receiving funds erroneously paid by E-Nini-Hassee under this Agreement shall promptly notify and return to the school such erroneously paid funds.
b. **<u>Entire Understanding</u>:** This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.
c. **<u>Amendments</u>:** The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.

d. **Governing Law & Venue:** This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

e. **Compliance with Laws and Policies:** Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

f. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, E-Nini-Hassee ("School") shall:

   i. Keep and maintain public records required to perform the service.

   ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

   iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.

   iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

   If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2025).

g. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

h. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2025). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

i. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

j. **No Third-Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

k. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements

as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

l. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

m. **Notices:** All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Raphel Robinson, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: Robinsra@cf.edu

Gale Wire, E-Nini-Hassee
7027 E. Stage Coach Trail,
Floral City, FL, 34436
Email: gwire@eckerd.org
Contact Number: 352-726-3883

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of E-Nini-Hassee. This Agreement shall be valid for the 2026-2027 school year.

IN WITNESS WHEREOF, E-Nini-Hassee and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2025), Dual Enrollment Articulation Agreements.

Date	Charlie Stone, Chair, District Board of Trustees, College of Central Florida
5.7.26	Nicole Stroebel
Date	Nicole Stroebel, CFO and Authority for Eckerd Youth Alternatives, Inc.

COLLEGE OF CENTRAL FLORIDA

9

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Gilchrist County School Board Articulation Agreement 2026-2027 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Gilchrist County School Board. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these District Inter-institutional Agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement with the Gilchrist County School Board and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreements for Career and College Acceleration
Between the District Board of Trustees of the College of Central Florida
and the School Board of Gilchrist County, Florida
2026-2027

I. DUAL ENROLLMENT ARTICULATION AGREEMENT

The Articulation Committee that has negotiated/drafted the agreement include: Gilchrist County School District members: Christie McElroy, Assistant Superintendent, Gina Geiger, Superintendent of Schools.

College of Central Florida (CF) members: Dr. Raphel Robinson, Director of Admissions; Sarah Sandford, Dual Enrollment Coordinator, Leah Gamble, Dean, Jack Wilkinson Levy Campus.

The Committee meets annually in the spring to go over the current year's articulation agreements and discuss changes that are required due to changes in statute or rule and any changes desired by either the school district or the college. A draft document is prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school districts to take to their School Boards for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school district personnel. The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements.

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. This agreement covers not only dual enrollment, but also CF's early college program "Collegiate Academy", career pathways, remediation and teacher preparation. Legislative changes that occur after the final draft of this document which impact the 2026-2027 academic year will take precedence.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program.

a. References to students in this document mean any student enrolled in a Gilchrist County Public School.

b. CF will provide information to the schools regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.

c. The schools, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. The schools will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.

d. CF will post application deadlines and registration dates on its dual enrollment Web page at least

one term in advance.

e. CF Admissions & Dual Enrollment staff will work with district and school officials on targeted dual enrollment recruiting activities.

f. The school will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

3. **A delineation of courses and programs available to students eligible to participate in dual enrollment**

a. Courses to be provided by CF under this agreement will be mutually agreed upon by CF and the School District, and will avoid unnecessary duplication of existing courses in grades six (6)- twelve (12). Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.

b. CF will furnish each school with a copy of the current courses (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.

c. A student education plan may be developed by CF for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in an Applied Technology Diploma, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.

d. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts, applied technology, and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of §1003.4282, Fla. Stat. (2025).

e. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of their school principal, parent/guardian and the School District before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.

f. Students have an opportunity to participate in dual enrollment through the School Board of Gilchrist County until they have successfully earned an Associate's degree and/or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive of all college credit earning coursework. Students are no longer eligible for dual enrollment once they successfully complete four (4) years of enrollment in high school or graduation, whichever comes first.

4. **A description of the process by which students and their parents exercise options to participate in the dual enrollment program.**

A. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

B. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

C. **Orientation**: Orientation must be completed prior to the start of the term and is required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

D. **Registration:** Dual Enrollment information will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures, FERPA permission and benefits of program participation. Registration will be completed through the MyCF portal. The student must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadlines will end one week before the start of the term. Students are ineligible to register for B term for the Fall and Spring semesters.

E. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Withdrawal requests must be submitted by the withdrawal deadline. The withdrawal notice will be sent to the designated Gilchrist County School staff by CF staff. The student will receive a "W" on their college transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment Co-requisite courses will count as one class for withdrawal purposes. If the student remains eligible for dual enrollment, the course withdrawn must be repeated before taking any other dual enrollment courses. This requirement can only be petition with support of the Gilchrist school district input.

F. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours only during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to nine (9) credit hours total in the Summer semester prior to their Junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school district and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen (16) credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	3	3	0	6
Freshmen	6	6	0	12
Sophomores	6	6	9	18
Juniors	9	9	12	27
Seniors	16	16	0	32

G. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the School District. Grades will be electronically transmitted securely by CF to the district offices for posting.

H. **Academic Advising:** All A.A. degree seeking students must be advised by a CF meta-major advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the A.A. and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

5. A list of any additional initial student eligibility requirements for participation in the dual enrollment program.

a. An overall GPA of 3.0 on an un-weighted 4.0 scale is required for college credit dual enrollment courses. An overall GPA of 2.0 on an un-weighted 4.0 scale is required for students to enroll in vocational certificate dual enrollment programs. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 un-weighted school GPA and the minimum GPA required by the college. Students admitted into the EMT program through dual enrollment must have a 3.0 grade point average in EMT program coursework and satisfy all EMT program entry requirements.

b. The Gilchrist County School Board shall identify those students qualified to participate in dual enrollment classes. The high school principals or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in the Gilchrist County Public School System and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30 Fla. Stat. (2025) and rule 6A-10.0315, F.A.C.

d. Any combination of these test scores may be considered if taken within two (2) years of the

beginning of classes for first-time dual enrollment students. The student must pass all sections of the test. Cut scores for the placement tests are as follows:

	Reading	English	Algebra
ACT	19	17	19
PreACT	22	18	22
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	Math
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114- Placement for MAT1033, MGF1130/1131 or STA2023
PERT 123- Placement for MAC1105, College Algebra

e. Students enrolling in MAC1105 must achieve the following scores on the Mathematics portion of the respective test: ACT 25; SAT 26.5; Digital SAT/PSAT 530, PERT 123. Students who wish to take upper level math beyond MAC1105 must satisfy the above test requirements and take the CLM test and score a 270 or higher.

f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the dual enrollment grade point average and specific program entry requirements.

g. The student must pass the grade level Required State Assessment in English Language Arts and the end of course exams for Algebra I, as required. Exceptions will be at the discretion of the School Board. Permission for participation must be granted by the student's parent/guardian.

h. Students enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a co-requisite during the same semester. Students who have a score of three (3) or above on the Advanced Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semesters. In order for credit to be granted, official exam scores must be received and evaluated by Enrollment Services at CF. (Including AP, Cambridge AICE, IB, Dantes).

i. Students must have earned four (4) high school level credits for consideration for Dual Enrollment through Gilchrist County School District until they have successfully earned an associate's degree and/or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.

j. Students are no longer eligible for dual enrollment once they successfully complete four (4) years of enrollment in high school or graduation, whichever comes first. Students who will graduate from high school before completion of the postsecondary course may not register for the course through Dual Enrollment. This means that high school seniors may NOT take a summer "A" course as dual enrollment.

k. Any exceptions to the requirements must be approved by both the school district and CF's Petitions Committee. Students and their counselor are notified of the committee's decision by the Dual Enrollment office in writing within one (1) week of the meeting. A student exception appeal may be approved by the Superintendent to allow a student to repeat a course that they were unsuccessful in within the next semester at Gilchrist County School Board's expense. CF will not change the grade and it will show as a repeated course. If it is a third attempt at the course, Gilchrist County Schools will pay the out-of-state tuition for the course.

l. Students who will graduate from high school prior to completion of the post-secondary course may not register for the course through dual enrollment. This means that high school seniors may NOT take a summer "A" course as dual enrollment.

m. Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. See Code of Conduct in section 10(I).

6. A delineation of the high school credit earned for the passage of each dual enrollment course

a. The School Board of Gilchrist County will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the Dual Enrollment Course- High School Subject Area Equivalency List recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three (3) credit hours will be ineligible for high school credit and will not constitute dual enrollment.

b. High school credit for Post-Secondary Adult Vocational certificate classes shall be awarded based on the number of contact hours in the program of study. For each 135 clock hours in the program, a student will be awarded one (1) high school credit in Carnegie units; one-half (0.5) high school credit will be awarded for any number of clock hours between 68 and 135; and no high school credit will be awarded for any number of clock hours less than 68.

7. A description of the process for informing students and their parents of college-level course expectations.

a. CF will supply school counselors with dual enrollment information which include application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the dual enrollment webpage at least 1 semester in advance.

b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the high school campus.

c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college

level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

8. **The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis**

   a. There will be no exceptions made to the required grade point averages for ~~academic or career~~ dual enrollment.

9. **The registration policies for dual enrollment courses as determined by the postsecondary institution.**

   a. Registration for dual enrollment students taking classes on the college campus will take place the same as all other students. Registration will stop ten days in advance of the start of term to give high school counselors time to review registration. Changes must be confirmed within five days.
   b. Dual enrollment students will follow the college's procedures for drop, withdrawal and petition policies. Students appealing a grade of D, F, or FF will not be eligible to continue in dual enrollment until a decision is rendered by the Dual Enrollment Petitions Committee.
   c. If a grade is successfully petitioned, the student may enroll in dual enrollment course that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful, the student may enroll in dual enrollment courses that begin after the petition approval date.
   d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
   e. Courses will follow the CF academic calendar published on the CF website.

10. **The responsibilities of the school district regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program**

    a. Each student must be recommended by their school principal or principal's designee. Student screening for eligibility and participation is the responsibility of the high school principals according to district and state requirements.
    b. Their school counselor shall identify those students qualified to participate in dual enrollment classes on a semester basis and will verify their continued eligibility throughout their participation. This verification will be conducted after grades are posted each semester. The counselor will notify the college's dual enrollment coordinator when a student's eligibility status changes.
    c. The high school counselor will work with students to review dual enrollment course plans and how those plans affect high school academics and high school graduation. For questions about how dual enrollment impacts students who are pursuing an AA or AS, students should contact academic advising at CF.

d. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway. CF will provide academic advising services to dual enrollment students and monitor their progress and attendance in dual enrollment classes.
e. Students ~~and their parents~~ will be informed of college-level course expectations.
f. Any "grade level" classification listed in this agreement is based on the School District's Student Progression Plan.
g. Students attending dual enrollment classes held in college facilities will be subject to college attendance policies. Required documentation of enrollment and attendance will be reported to the Gilchrist County MIS offices by required state reporting deadlines.
h. Students may enroll in courses conducted during school hours, after school hours and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a post-secondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission, may register and pay the required tuition and fees for the summer session.
i. **CODE OF STUDENT CONDUCT:** Students attending dual enrollment classes on the college campus will follow CF's Code of Student Conduct in terms of appropriate classroom behavior, protocol, and academic integrity (i.e., cheating and plagiarism). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment. Students expelled from The School Board of Gilchrist County will ~~no longer~~ be ineligible to participate in Dual Enrollment.
j. **STUDENT RECORDS**: The parties may provide personally identifiable student records to each other in the performance of this agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to the school district.

a. Students with unsatisfactory progress reports may be counseled by the school counselor upon notification by the College.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's school transcript by the school district. Grades will be electronically transmitted securely by CF to the district MIS/Curriculum offices for posting.
c. If a Dual Enrollment student earns a D, F, or FF grade in any course(s) during one (1) semester, they will no longer be eligible to participate in Dual Enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.
d. If a dual enrollment student earns an incomplete grade, future registration will be removed. Once the incomplete grade is satisfactorily completed, the student can then register for the next available future term. Any appeals must be submitted 5 business days after the date grades are posted for students to be

eligible for that term.

12. A funding provision that delineates costs incurred by each entity.

a. Subject to annual appropriation in the General Appropriation Act, and in accordance with §1007.271(21) (n) (1), Fla. Stat. (2025), the School District shall pay the standard tuition rate per credit hour ($71.98) from funds provided in the Florida Education Finance Program (FEEP) to CF for all Dual Enrollment instruction that takes place on the CF campus or by CF online. Courses taken during the summer term will not be charged to the School Districts

b. Students must drop courses during the add/drop period to have the cost of tuition removed. If the student later withdraws from a course, the tuition will remain and be charged to the district.

c. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation and laboratory fees excluding private instruction.

d. Required textbooks and other instructional materials as defined in §1006.28, Fla. Stat. (2025) will be funded by the School District provided the FEFP provides funding for such expenses. CF will adhere to the requirements set forth in §1004.085, Fla. Stat. (2025) in regards to the affordability of textbooks.

e. The School Board of Gilchrist County shall be responsible for the instructional materials provided under this agreement. All instructional materials are available through CF in conjunction with the CF Bookstore ~~(Barnes & Noble).~~

f. CF will invoice the School District for costs incurred following each semester.

13. For the students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1)(i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

g. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a CF facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. If a student with a disability enrolls in a dual enrollment course offered at a high school facility, the high school will be responsible for ~~providing~~ supporting accommodations per CF Accessibility and Counseling Services guidelines. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

h. The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held or where testing labs exists.

II. MECHANISMS AND STRATEGIES FOR DECREASING THE NEED FOR DEVELOPMENTAL EDUCATION OF HIGH SCHOOL GRADUATES AT CF.

A. There shall be established a "College and Career Collaborative" comprised of two representatives

from each school district, the Vice President for Academic Affairs, the Vice President for Student Affairs, and the Director of Admissions and Student Recruitment at CF, and others as the plan warrants.

B. Initiatives include:
    a. Analysis of student readiness for college by administering the PERT to eligible students from Dixie, Gilchrist, Levy Marion and Citrus counties.
        1. CF will provide:
            a. One (1) administration of the PERT exam at no cost for students who wish to apply for participation in dual enrollment;
            b. By appointment only via the CF website with approval from the high school.
        2. School Board of Gilchrist County will provide:
            a. space for testing;
            b. test sites;
            c. testing information to all eligible student.

C. CF will provide assessment of student readiness for college by administration of PERT to all incoming students without ACT or SAT scores. Incoming students will be required to submit PERT, SAT or ACT scores if they do not meet exemption requirements as identified by Fla Stat. §1008.30 (2025).

D. CF will accept the PERT scores from the official transcripts only if not found in the PERT repository.

E. Articulation agreements will be established between Levy, Dixie, Gilchrist, Marion and Citrus school districts and CF.

F. CF advising and admissions staff from all campuses will meet with school counselors in all ~~three~~ school districts to provide in-service training regarding CF course requirements. School counselors are encouraged to visit CF's workforce development programs.

G. CF will conduct a "college preview" type event for students in each of the school districts.

H. CF will provide information about its programs and how to be a successful college student to sixth (6th) through twelfth (12th) graders in Levy, Dixie, Gilchrist, Marion and Citrus counties in a variety of formats, materials and events.

III. MECHANISMS AND STRATEGIES FOR PROMOTING CF'S COLLEGIATE ACADEMY

A. Program Description

1. The CF COLLEGIATE ACADEMY is a Dual Enrollment Program that provides an opportunity for eligible 11th and 12th grade students to enroll in college-level courses to obtain dual (high school and college) credits on the CF campus or online. The CF COLLEGIATE ACADEMY is a cooperative effort between CF and the school district to provide postsecondary coursework, which enables eligible students to receive a minimum of 24 hours during the fall and spring CF terms and Career and Professional Education (CAPE) industry certifications, as defined in CS/CS/SB 850: Education (2025), where appropriate

B. Delineation of Courses and Industry Certifications

1. Courses to be provided by CF under this Agreement will be mutually agreed upon by CF and the school district, and will avoid unnecessary duplication of existing courses in grade 12. Any course in the Florida Department of Education's Statewide Course Numbering System, except development education and physical education skills courses, may be offered as Dual Enrollment. Courses may be taken online or at CF. Students will have the opportunity to earn CAPE industry certifications.

2. CF will develop a Student Pathway for each student participating in the CF COLLEGIATE ACADEMY. The pathway will guide course selection. At a minimum, each pathway must include a list of courses that will result in an Applied Technology Diploma, an Associate in Science (A.S.) degree, or an Associate in Arts (A.A.) degree. If a student identifies a baccalaureate degree as the objective, the pathway must include courses that will meet the general education requirements, as well as any prerequisite requirement for entrance into a select baccalaureate degree program.

3. Postsecondary courses in foreign languages, mathematics, English, Sciences, social studies, computer science, performing or visual arts, applied technology, and any other classes that comply with applicable state regulation will be counted toward meeting the graduation requirement, as specified in Section 1003.4282, Fla. Stat. (2025)

4. Students will have the opportunity to participate in the CF COLLEGIATE ACADEMY until they graduate.

5. Students wishing to pursue participation in the CF COLLEGIATE ACADEMY must contact their high school counselor to discuss CF COLLEGIATE ACADEMY admissions criteria and obtain admissions application information

C. Eligibility Requirements

1. Students must have an overall grade point average (GPA) of 3.0 on an unweighted 4.0 scale to qualify for participation in the CF COLLEGIATE ACADEMY. Continued eligibility requires that students maintain a 3.0 unweighted high school GPA and the minimum GPA required by CF.

2. **Student Identification and Approval**
   High School counselor will identify those students qualified to participate in Dual Enrollment classes. Qualified students must obtain approval from the high school principal or designee and their parent/guardian to be eligible for participation in the CF COLLEGIATE ACADEMY by completing the Collegiate Academy Participant Approval Form.

3. **Student Readiness**
   a) Eligible students must be enrolled in the school district and must be working towards a high school diploma. Students must take the Pre-ACT, PSAT, CLT, ACT, SAT or PERT to demonstrate readiness for college-level coursework.
   Any combination of these test scores may be considered if taken within two (2) years of the beginning of classes for first-time dual enrollment students. All sections of the

placement test must be passed. Cut scores for the three (3) placement tests are as follows:

	Reading	English	Algebra
ACT	19	17	19
PreACT	22	18	22
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	Math
Digital SAT	490	480
CLT	38	16

4. **Additional Eligibility Requirements**
   - **a)** Students must achieve a 114 PERT score to qualify for placement in MAT0133, MGF1130, MGF1131 or STA2023.
   - **b)** Students must achieve a 123 PERT score to qualify for placement in MAC1105 or College Algebra.
   - **c)** Students enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; PERT 123. Students who wish to take Upper-level math beyond MAC1105 must satisfy the aforementioned test requirements and take the College Level Math (CLM) test and score a 70 or higher.
   - **d)** Students must pass the 10th Grade English Language Arts (ELA) assessment, as well as the Florida End-of-Course (EOC) exam for Algebra 1 or meet Florida identified concordant scores.
   - **e)** Students will be required to complete the American History EOC, via the school district, by the end of their high school junior year.
   - **f)** Students participating in the CF COLLEGIATE ACADEMY must enter into a student/parent performance contract, which must be signed by the student, the parent/guardian, and a representative of the school district and CF, respectively. Students are eligible for participation in the CF COLLEGIATE ACADEMY until they have successfully completed an associate's degree and/or accrued sixty-seven (67) hours of college credit. The calculation is inclusive of all college credit earning coursework. Students are no longer eligible once they successfully complete four (4) years of enrollment in high school or graduation, whichever comes first.
   - **g)** Students must have completed their sophomore year in high school by passing 12 high school credits to be consider for participation in the CF COLLEGIATE ACADEMY. Students are no longer eligible for participation in the CF COLLEGIATE ACADEMY upon successfully completing four years of enrollment in high school or high school graduation, whichever comes first.
   - **h)** Students who will graduate from high school before completion of a postsecondary course may not register for the course through Dual Enrollment or the CF COLLEGIATE ACADEMY. High school seniors may NOT take Summer-A courses as Dual Enrollment.

i) Students attending classes on the college campus will follow CF's Code of Student Conduct in terms of appropriate classroom behavior, protocol, and academic integrity (i.e., cheating and plagiarism). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the Dual Enrollment course, regardless of eligibility requirements for continued enrollment. Students expelled from the School Board of Gilchrist County will ~~no longer~~ be ineligible to participate in COLLEGIATE ACADEMY.

D. Enrollment Process

1. Application Process
   a) Students interested in the CF COLLEGIATE ACADEMY must meet the Dual Enrollment eligibility requirements set forth by the Articulation Agreement. Students must complete the CF online Dual Enrollment application and submit all required application packet forms (Student Registration, Parent Permission, FERPA, and High School Counselor Checklist) to their high school counselor. The parent/guardian must also sign the CF COLLEGIATE ACADEMY Participation Approval Form. All completed forms should be returned to the high school counselor. Students will be issued a CF ID number to view the student portal for additional requirements. Students are responsible for requesting and approving all documents needed for eligibility, including their high school transcripts and placement test scores (Pre-ACT, PSAT, CLT, ACT, SAT or PERT). All documentation must be received by CF's Dual Enrollment Office by the posted application deadlines. After all documents are received and processed by CF's Dual Enrollment Office, students will receive an email stating they have been admitted to Dual Enrollment. If the student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, CF's Dual Enrollment Coordinator will contact the student's high school counselor, who will be responsible for contacting the student.
2. Orientation
   a) Orientation must be completed prior to the start of the term and is required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.
3. Registration
   a) COLLEGIATE ACADEMY information will be provided to counselors by CF to better help students and parent/guardians understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The student must review the schedule posted on the MyCF portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadlines will end one week before the start of term.
4. Withdrawal Process
   a) CF COLLEGIATE ACADEMY students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. The student will receive a "W" on their transcript for the attempt in the course. If a COLLEGIATE ACADEMY student receives ~~+~~ 2 or more "W" grades,

they will no longer be eligible to participate in COLLEGIATE ACADEMY. Co-requisite courses will count as one class for withdrawal purposes.

b) CF COLLEGIATE ACADEMY students have the option to withdraw from a course(s) within the withdrawal period. The student must request the withdrawal form through the CF Dual Enrollment office. The student will receive a "W" on the transcript to document the attempt in the course.

5. Course Load
   a) 11th and 12th grade students participating in the CF COLLEGIATE ACADEMY must enroll in at least 12 credits and may take up to 18 credit hours in the fall and spring terms.
6. Grade Distribution
   a) All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same course. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's high school transcript by the school district. Grades will be electronically and securely transmitted by CF to the school district office for posting.

E. Communication Methods, Medium, and Process for Students and Parents

1. References to students throughout this document mean any eligible student enrolled from any Gilchrist County public high school.
2. CF will provide information to high schools throughout Gilchrist County, requirements for participation and the educational benefits to be derived from the CF COLLEGIATE ACADEMY.
3. High schools throughout the district will utilize published, electronic or other media to notify students and their parent/guardian of the opportunity to participate in the CF COLLEGIATE ACADEMY. The high school will provide information, using these same methods, to students and their parent/guardian of the eligibility criteria for participation in the CF COLLEGIATE ACADEMY. Information regarding CF COLLEGIATE ACADEMY, including the return on investment associated with participation in the program, is provided annually via mailings, magnet fairs, and magnet caravans.
4. CF will post application deadlines and registration dates on its Dual Enrollment web page at least one term in advance.
5. CF Dual Enrollment staff will coordinate and work with the school district on targeted CF COLLEGIATE ACADEMY recruiting activities.

F. Advising Services and Progress Monitoring

1. All A.A. and A.S. degree-seeking students must be advised by a CF educational advisor in the semester that they reach 30 earned credit hours, to learn about the requirement to complete the degree and any additional requirements necessary to transition into the bachelor's degree program and the institution of their choice.
2. CF will provide academic advising services to CF COLLEGIATE ACADEMY students.
3. The CF COLLEGIATE ACADEMY and Dual Enrollment courses meet the curricular expectations and offer the same depth and rigor of non-Dual Enrollment Postsecondary instruction.
4. Students will be informed during orientation that they should plan to study two (2) – three (3) hours outside of class for every one hour they are in the class, to be successful in college-level courses. In addition, Dual Enrollment courses become a part of a student's permanent college transcript are calculated into the student's permanent postsecondary GPA.

G. Program Review and Reporting Mechanism (Student Performance Outcomes)

1. The CF COLLEGIATE ACADEMY will be reviewed as a part of CF's Service Unit Assessment process for the COLLEGIATE ACADEMY every four years.
2. All students enrolled in CF COLLEGIATE ACADEMY classes will be graded on the same basis as other college students in the same college courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's high school transcript. Grades will be electronically transmitted securely by CF to the student's high school and the school district MIS/Curriculum offices for posting.
3. While a student is enrolled in high school, payment for dual enrollment courses cannot be made on behalf of any student participating in the CF COLLEGIATE ACADEMY by any third party, including the student's family.
4. If a Dual Enrollment student earns a "D", "F", or "FF" grade in any course during one semester, that student will be ineligible to participate in dual enrollment. The student may appeal the decision.
5. COLLEGIATE ACADEMY students will follow CF's procedures for drop, withdrawal, and petition policies. COLLEGIATE ACADEMY students will not be permitted to take courses while petitioning a grade of D. F or FF.
6. If a grade is successfully petitioned, the student may enroll in COLLEGIATE ACADEMY courses that begin after the petition approval date as per CF Grade Appeal Process. If filing a withdrawal appeal, it must be filed withing 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful, the student may enroll in COLLEGIATE ACADEMY courses that begin after the petition approval date.

H. Funding Arrangement to Implement to CF COLLEGIATE ACADEMY

1. The school district will pay the standard tuition rate per credit of seventy-one dollars and ninety-eight cents ($71.98), from funds provided in the Florida Education Finance Program (FEFP) to CF for courses taken online or at a CF campus, in accordance with Section 1007.273, Fla, Stats. (2025). Courses taken during the summer term will not be charged to the school district. The amount of credit hours will be based upon CF's enrollment records, as the keeper of the student's official college transcript.
2. Students must drop courses during the designated add/drop period to eliminate the cost of tuition. If a student later withdraws from a course, the tuition charge will remain and be charged to the school district.
3. Students enrolled in the CF COLLEGIATE ACADEMY will be exempt from the payment of registration, matriculation, and laboratory fees.
4. Required textbooks and other instructional materials, as defined in Section 1007.273, Fla. Stats. (2025) will be funded by the school district, provided the FEFP provides funding for such expenses. CF will adhere to the requirements set forth in Section 1004.085, Fla. Stats. (2025), governing the affordability of textbooks.
5. The School Board of Gilchrist County shall be responsible for the instructional materials provided under this agreement. All instructional materials are available through CF in conjunction with the CF Bookstore.
6. Eligibility for academic accommodations requires that students with disabilities who enroll in a course provided at a CF facility must meet all requirements established by requirements established by CF's Office of Accessibility and Counseling Services.
7. CF will invoice the school district for costs each semester. The school district will make payment by check.

8. Transportation to attend college-level course offered at any facility will be the responsibility of the student or the student's parent/guardian.

IV. MECHANISMS AND STRATEGIES FOR PROMOTING "CAREER PATHWAYS" PROGRAMS OF STUDY

A. Courses and programs available to students eligible for Career Pathways

a. Career Pathway Program of Study is a coherent sequence of rigorous academic and technical courses that prepare students for successful completion of state academic standards and support an accelerated transition to postsecondary coursework in a related career area of interest. According to the Florida Department of Education Information Data Base Requirements, Vol. 1, a Secondary Career Pathways Student is defined as "a career and technical education student who has earned three or more (high school) credits in a single career and technical education program and has participated in a locally developed Program of Study that has a written articulation agreement in place which establishes and validates the career pathway." Such is the purpose of this articulation agreement between the College of Central Florida (CF) and the Gilchrist County School Board.

b. Courses to be articulated by CF under this agreement will be mutually agreed upon by the college and the Gilchrist County School board. Career Pathways course and program offerings will be accessible on the Career Pathways Web page of CF's Web site (www.CF.edu/careerpathways), and the Gilchrist County School's Web site on the Career and Technical Education (CTE) Web page. Alterations to this list of offerings may be made with mutual consent of CF and the Gilchrist County School Board. (See Appendices for a full list of articulated credits).

B. The process for notifying parents and students of the option to participate in Career Pathways programs

a. CF will provide information to the schools regarding the requirements for participation in, and the educational benefits to be derived from, Career Pathways or other accelerated programs.

b. The school in turn will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. The schools will also provide information, using these same methods, to students and their parents or guardians regarding the eligibility criteria for participation in these programs

C. Eligibility criteria for student participation

a. Eligibility for participation in a Career Pathways program of study is determined by a student's enrollment in a Career & Technical Education Program of Study. A student who is defined as a "concentrator" is a student who has enrolled in three (3) or more courses in a CTE Program of Study) and has met the minimum academic requirements of a "B" (3.0) in the CTE Program is considered a Career Pathway student.

b. Career Pathways students who are eligible for articulated credits and desire to attend CF in an aligned Associate of Science degree (A.S.) program must apply for a CF student identification number and request to take an end-of-course exam for the articulated credit. Students, who pass an Industry Certification on the Gold Standard Career Pathways Articulation Agreements of Industry Certification to AAS/AS Degree, are exempt from taking the end of course exam for the courses specified in Appendices. (http://www.fldoe.org/workforce/dwdframe/artic_indcert2aas.asp)

D. Institutional responsibilities for student screening prior to enrollment and monitoring enrolled students

a. The Gilchrist County School Board shall identify those students who have completed Career Pathways courses of study and are current seniors (within 12 months of high school graduation) and shall so notify the College of Central Florida.
b. CF will make available advising services to Career Pathways students, as provided to all CF students.

E. Awarding college credit for articulated Career Pathways courses

a. To receive Career Pathways credit, students must demonstrate mastery of articulated career and technical courses by earning at least a grade of "B" average (3.0) as indicated on their official high school transcripts. Additionally, students may also be required to pass the Industry Certification identified on the Gold Standard State Wide Articulation Agreement, an exam and/or approved alternative assessment of work to demonstrate mastery of course material at a level acceptable to the College of Central Florida.
b. The articulated Career Pathways credits will be awarded and posted to the student's CF transcript upon acceptance to CF and his/her declaration of an A.S. program of study. The articulated CF courses will be awarded a grade of "S" and will not factor into the student's CF grade point average.
c. Statewide Career and Technical Education Articulation agreements which are based on nationally recognized industry certification support the Department of Education's Next Generation Strategic Areas of Focus (number three) effort to "expand opportunities for postsecondary degrees and certifications." Gold Standard Career Pathways Industry Certification to AAS/AS Degree Statewide Articulation Agreements based on nationally recognized industry certification does not preclude CF from granting additional credit based on the local agreement. See Appendices for a full list of articulated credits.

F. Criteria by which the instructional quality will be maintained

a. CF will work with the Gilchrist County School Board personnel to provide program and related course learning outcomes, curriculum and other resources to help ensure that the quality of instruction provided the high school students in the Career Pathways articulated courses is comparable to that afforded CF students enrolled in said program.

G. Cost of Career Pathways

a. Students who receive Career Pathways credits shall be exempt from the payment of registration and laboratory fees for the CF courses for which they receive articulated credit.

H. Program review

a. CF and the Gilchrist County School Board personnel will, on an annual basis, review and revise the articulation agreement to keep it aligned with the most current program and course requirements. All Career Pathway programs offered by the College of Central Florida are annually reviewed and revised to accommodate and adapt to changing labor market trends and demands.
b. Upon request, CF will work with the Gilchrist County School Board personnel to develop additional articulated Career Pathways programs of study as new programs are added at the secondary and/or postsecondary levels.

V. MECHANISMS AND STRATEGIES FOR IMPROVING THE PREPARATION OF ELEMENTARY, MIDDLE, AND HIGH SCHOOL TEACHERS

A. There shall be established a consortium among CF, and the school boards of Citrus, Dixie, Gilchrist, Marion and Levy Counties to affect collaborative methods for improving the preparation of elementary, middle, and high school teachers.
B. Additionally, methods for providing support to the public-school systems in recruiting, retaining, and recertifying teachers will be developed by the consortium members.
C. Training programs will be developed to provide professional development to meet the needs of teacher mandates. These courses and programs will be made available to the public-school systems in Citrus, Marion, Gilchrist, Marion and Dixie Counties at various times and places.
D. The members of the consortium will promote the advantages of partnering in educational programming.
E. The members of the consortium will work to provide a coordinated effort to develop and implement alternative certification procedures and programs for classroom teachers.
F. The members of the consortium will work to provide a coordinated effort to develop and implement methods for state and federal mandates.
G. The members of the consortium, in developing these programs, will strive to utilize new technologies in the training programs, to address critical needs of teachers and public-school systems in implementing them, and to include both pre-service and in-service initiatives in so doing.

VI. MISCELLANEOUS

A. **Excess Funds**: Any party receiving funds erroneously paid by School District under this Agreement shall promptly notify and return to School District such erroneously paid funds.
B. **Entire Understanding**: This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

C. **Amendments**: The provisions of this Agreement may only be amended, supplemented, waived, or changed in writing, by making specific reference to this Agreement, and then signed by both parties.

D. **Governing Law & Venue**: This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

E. **Compliance with Laws and Policies**: Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and School District policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

F. **Public Records: IF CF HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CF'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF RECORDS AT: PUBLIC RELATIONS AND COMMUNICATION OFFICER: LINDA GARTIN, 310 NW 11TH AVE., TRENTON, FL 32693; McElroyC@MYGCSD.ORG; (352) 463-3200**

G. **IF THE SCHOOL BOARD HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO SCHOOL BOARD'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF RECORDS AT: CHARLES PRINCE, VP ADMINISTRATION AND FINANCE AT (352)-854-2322, EXT. 1637, PRINCECH@CF.EDU OR IN PERSON AT 3001 SW COLLEGE ROAD, OCALA, FL 34474. §119.0701, FLA. STAT. (2025)**

H. **Non-Discrimination**: The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties respective duties, responsibilities, and obligations under this Agreement.

I. **No Waiver of Sovereign Immunity**: Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2025). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

J. **Inspector General Audits**: The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

K. **No Third Party Beneficiaries**: Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

L. **Waiver**: A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of School District does not relieve CF of the indemnification provisions required by this Agreement.

M. **Assignment**: Neither CF nor School District may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon

mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

N. **Notices**: All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; faxed; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Raphel Robinson
College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: robinsra@CF.Edu
Office Number: 352-854-2322

Deen Lancaster
Gilchrist County School District
Address: 310 NW 11th Ave., Trenton, FL 32693
Email: Dlancaster5@mygcsd.org
Office Number: 352-665-1411

Or to such other address (es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,

(b) On the date faxed or emailed, if by facsimile or email, and

(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

VII. ACCOUNTABILITY

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the chairman of The School Board of Gilchrist County, Florida and the chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of CF's President and the District School Board. Courses of study and programs are to be incorporated into the Agreement before instruction begins. This Agreement shall be valid only for the 2026-2027 school year.

IN WITNESS WHEREOF, The School Board of Gilchrist County, Florida and the District Board of Trustees of the College of Central Florida have adopted this Agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with §1007.23, Fla. Stat. (2025), Statewide Articulation Agreement.

Date	**Charlie Stone, Chair, District Board of Trustees, College of Central Florida**
4.21.2026	
Date	**Deen Lancaster, Board Chair, The School Board of Gilchrist County, Florida**

SCHOOL BOARD
APPROVED
4/21/2026 DS
Date

COLLEGE OF CENTRAL FLORIDA

10

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Inverness Christian Academy Articulation Agreement 2026-2027 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Inverness Christian Academy. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these district inter-institutional agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement renewal with Inverness Christian Academy and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And Inverness Christian Academy
2026-2027

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Inverness Christian Academy members – Dr. Dan Riley, Head of School; College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2026-2027 academic year will take precedence.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

a. References to *students* in this document, means any student enrolled in Inverness Christian Academy
b. The College of Central Florida will provide information to Inverness Christian Academy regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Inverness Christian Academy in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Inverness Christian Academy will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.
e. The College of Central Florida has the option to limit dual enrollment participation based on capacity.

f. Inverness Christian Academy will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF. (Refer to section 13.a for detailed information)

3. A delineation of courses and programs available to students eligible to participate in dual enrollment.

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Inverness Christian Academy to avoid unnecessary duplication of existing courses in grades 6-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish Inverness Christian Academy with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. Inverness Christian Academy will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2025).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Inverness Christian Academy upon completion of the college term. Students with unsatisfactory progress will be reported to Inverness Christian Academy immediately upon receipt of an Early Alert via email.

4. **A description of the process by which students and their parents exercise options to participate in the dual enrollment program**

   a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

   b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students are required to complete the CF online Dual Enrollment application and provide all required application packet forms (Student Registration, Parent Permission, FERPA, High School Counselor Checklist) to the high school counselor. The parent/guardian must also sign and submit the COLLEGIATE ACADEMY Participation Approval Form to the high school counselor in order to participate in the CA program (available to students who have successfully completed 9th and 10th grade requirements only). The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

   c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

   d. **Registration:** Dual Enrollment information will be provided to Inverness Christian Academy by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end ten (10) days before the start of the term.

   e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by Inverness Christian Academy. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade –**If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered. (Refer to section 9.c)

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

5. Student eligibility requirements for participation in the dual enrollment program.

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Inverness Christian Academy shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in Inverness Christian Academy and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2025) and rule 6A-10.0315, F.A.C.

d. Placement test scores for Reading, English/Writing and Algebra must be obtained for admission to the Dual Enrollment program. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students. Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530; PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.

f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).

g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.

h. Students must have earned four (4) high school level credits for consideration for Dual Enrollment courses. Students have an opportunity to participate in Dual Enrollment through Inverness Christian Academy until they have successfully earned an associate's degree or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.

i. Students are no longer eligible for dual enrollment once they successfully graduate high school, Students who will graduate from high school before completion of the postsecondary course may not register for the course through Dual Enrollment. Seniors may NOT take summer courses as a dual enrollment student.

j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. Seniors may NOT take summer courses as a dual enrollment student.
k. Students are ineligible to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(j).
l. CF has the option to limit dual enrollment participation based on capacity.

6. A delineation of the high school credit earned for the passage of each dual enrollment course

a. Inverness Christian Academy will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-**High School Subject Area Equivalency List** recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

7. A description of the process for informing students and their parents of college-level course expectations

a. CF will supply Inverness Christian Academy with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

8. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis

a. There will be no exceptions made to the required grade point averages for dual enrollment.

9. The registration policies for dual enrollment courses as determined by the postsecondary institution

a. Registration for Dual Enrollment students taking classes on the CF campus will take place the same as all other students. Registration will stop ten days in advance of the start of the term to give Inverness Christian Academy time to review registration. Changes must be confirmed within five (5) days.
b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.

c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
e. Courses will follow the academic calendar published on the CF website.

10. The responsibilities of Inverness Christian Academy regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. Inverness Christian Academy shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation. This verification will be conducted after grades are posted each semester. Inverness Christian Academy will notify CF's Dual Enrollment Coordinator when a student's eligibility status changes.
c. Inverness Christian Academy will work with students to review dual enrollment course plans and how those plans affect high school academics and high school graduation. For questions about how dual enrollment impacts students who are pursuing an AA or AS, students should contact academic advising at CF.
d. CF will provide academic advising services to Dual Enrollment students and monitor their progress and attendance in Dual Enrollment classes. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway.
e. Students will be informed of college-level course expectations.
f. Students attending Dual Enrollment classes held in college facilities will be subject to CF attendance policies. Required documentation of enrollment will be reported Inverness Christian Academy.
g. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript Inverness Christian Academy Grades will be securely electronically transmitted by the College of Central Florida to Inverness Christian Academy.
h. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (c) for the appeals process.
i. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission by the Office of Admissions, may register and pay the required tuition and fees, and textbooks/ instructional materials for the summer session.

j. **CODE OF STUDENT CONDUCT:** Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.

k. **STUDENT RECORDS:** The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Inverness Christian Academy.

a. Students with unsatisfactory progress reports should be counseled by Inverness Christian Academy immediately upon notification by CF.

b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Inverness Christian Academy Grades will be electronically transmitted securely by CF to the student's high school.

c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. The student must have graduated high school and have been admitted as a regular college student. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

12. A funding provision that delineates costs incurred by each entity.

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.

b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2025) will be funded by the FL Dual Enrollment Scholarship.

c. Inverness Christian Academy shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore.

13. For students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1)(i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

b. Institutional responsibility for transportation: The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. MISCELLANEOUS

a. **Excess Funds:** Any party receiving funds erroneously paid by Inverness Christian Academy under this Agreement shall promptly notify and return to the school such erroneously paid funds.

b. **Entire Understanding:** This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

c. **Amendments:** The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.

d. **Governing Law & Venue:** This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

e. **Compliance with Laws and Policies:** Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

f. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Inverness Christian Academy ("School") shall:

   i. Keep and maintain public records required to perform the service.

   ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

   iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.

   iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

   If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2025).

g. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

h. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2025). This term shall survive the

termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

i. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

j. **No Third-Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

k. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

l. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

m. **Notices:** All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Raphel Robinson, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: Robinsra@cf.edu

Dr. Dan Riley, Inverness Christian Academy
4222 South Florida Avenue,
Inverness, FL 34450
Email: icaprincipal@hotmail.com
Contact Number: 352-726-3759

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Inverness Christian Academy. This Agreement shall be valid for the 2026-2027 school year.

IN WITNESS WHEREOF, Inverness Christian Academy and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2025), Dual Enrollment Articulation Agreements.

_____ _____

Date Charlie Stone, Chair, District Board of Trustees, College of Central Florida

5/22/26 _____

Date Dr. Dan Riley, Head of School, Inverness Christian Academy

COLLEGE OF CENTRAL FLORIDA

11

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Marion County School Board Articulation Agreement 2026-2027 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Marion County School Board. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these District Inter-institutional Agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement with the Marion County School Board and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreements for College and Career Acceleration
Between the District Board of Trustees of the College of Central Florida
and The School Board of Marion County, Florida 2026-2027

I. DUAL ENROLLMENT ARTICULATION AGREEMENT

The Articulation Committee that has negotiated/drafted the Agreement includes the following:

The School Board of Marion County, Florida (hereafter referred to as "School Board") members: **Melissa Conner**, Executive Director of K-12 Academics, **Katherine Otte**, CTE Coordinator; **William McAteer**, Principal, South Marion High School; **Jennifer Thomas**, School Choice Coordinator; **Mark Ingram**, Coordinator K-12 Academics.

The College of Central Florida (CF) members include: **Raphel Robinson,** Director of Admissions and Recruitment, **Sarah Sandford,** Dual Enrollment Coordinator, and **Chenita Hart,** Director of Academic Advisor and First Year Success, **Dr. Allen Danuff,** Associate VP of Arts and Sciences,–**Cori Wiygul,** Career Pathways Coordinator, **Mark Paugh,** VP for Academic Affairs, **Dr. Mary Ann Begley,** VP of Enrollment Management and Student Affairs, **Marissa Brown**, Assistant Director of Admissions and School Relations; **John Ash,** Dean of Business, Technology and Agricultural Sciences; **Rachel Cote**, Director of Marketing, Public and Community Relations.

The Committee meets annually in the spring to review the current year's Articulation Agreements and discuss changes that are required due to changes in statute or rule and any changes desired by either the School Board or CF. A draft document is prepared by CF personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the School Board personnel to take to their School Board for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved, and signed by the Board of Trustees. Signed hard copies are mailed to the School Board personnel.

The Articulation Agreements for College and Career Acceleration are completed annually and submitted to the Department of Education by CF by August 1 of each year.

Program Requirements and Allowances

1. **A ratification or modification of all existing Articulation Agreements.**

   Once both Boards sign the Articulation Agreement, the Agreement will be active for the upcoming academic year and will nullify all previously signed agreements. This Agreement covers Dual Enrollment, including traditional Dual Enrollment, CF's Collegiate Academy, Career Pathways, Remediation, and Teacher Preparation. Dual Enrollment allows students to take college level courses at CF as either a full-time or part-time student. CF's Collegiate Academy is the Early College Program. Students in the CF COLLEGIATE ACADEMY attend CF full-time during their junior and senior years of high school in the pursuit of their selected A.A. or A.S. degree. Legislative changes that occur after the final draft of this document which impact the 2026-2027 academic year will take precedence.

2. **A description of the process by which students and their parents are informed about opportunities for student participation in the Dual Enrollment program.**

   a. References to *students* in this document mean any student enrolled in a Marion County

Public School ("MCPS").

b. CF will provide information to the schools regarding requirements for participation in, and the educational benefits to be derived from, Dual Enrollment or other accelerated programs.

c. The schools, in turn, will utilize printed, published, electronic, or other media to notify students and their parent/guardian of the opportunity to participate in these articulated acceleration programs. The schools will additionally provide information, using these same methods, to students and their parent/guardian, of the eligibility criteria for participation in these programs.

d. CF will post application deadlines and registration dates on its Dual Enrollment Web page at least one term in advance.

e. CF Dual Enrollment Office will work with School Board and school officials on targeted Dual Enrollment recruiting activities.

f. The respective schools within Marion County will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

3. A delineation of courses and programs available to students eligible to participate in Dual Enrollment.

a. Courses to be provided by CF under this Agreement will be mutually agreed upon by CF and the School Board, and will avoid unnecessary duplication of existing courses in grades six (6) - twelve (12). Current law allows for any course in the Statewide Course Numbering System, except developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.

b. CF will furnish each school with a copy of the current courses (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.

c. CF may develop a student education plan for a student registering for a Dual Enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in an Applied Technology Diploma, an Associate in Science (AS.) degree or an Associate in Arts (A.A.) degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.

d. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing or visual arts, applied technology, and any other classes that comply with applicable state regulations will be counted toward meeting the graduation requirement of §1003.4282, Fla. Stat. (2025).

e. Students (age eighteen [18]) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of their school principal and parent/guardian before participating. If the permission is granted, the student will be exempt from the payment of the registration, matriculation and laboratory fees. However, the student is responsible for the full cost of travel.

f. Students have an opportunity to participate in Dual Enrollment through the School Board until they have successfully earned an associate's degree or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive of all college credit earning coursework (including AP, Cambridge AICE, IB, Dantes). Students are no longer eligible for Dual Enrollment once they successfully complete four (4) years of enrollment in high school or graduate, whichever comes first.

4. A description of the process by which students and their parents exercise

options to participate in the Dual Enrollment program.

a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

c. **Orientation:** Orientation must be completed prior to the start of the term and is required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

d. **Registration:** Dual Enrollment information will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures, and benefits of program participation. Registration will be completed through the MyCF portal. The student must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadlines will end one week before the start of the term. Students are ineligible to register for B term for the Fall and Spring semesters.

e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the MCPS and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school

seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	3	3	0	6
Freshmen	6	6	6	**18**
Sophomores	6	6	9	**21**
Juniors	9	9	12	**30**
Seniors	**16**	**16**	**0**	**32**

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the MCPS. Grades will be electronically transmitted securely by CF to the School Board offices for posting.

h. **Academic Advising:** All A.A. degree seeking students must be advised by a CF meta-major advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the A.A. and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

5. **Student eligibility requirements for participation in the Dual Enrollment program.**

a. An overall grade point average (GPA) of 3.0 on an unweighted 4.0 scale is required for college credit Dual Enrollment courses. An overall GPA of 2.0 on an unweighted 4.0 scale is required for students to enroll in vocational certificate Dual Enrollment programs. Continued eligibility for college credit Dual Enrollment requires the maintenance of a 3.0 unweighted GPA and the minimum GPA required by CF.

b. The School Board will identify those students qualified to participate in Dual Enrollment classes. The school principal or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in the MCPS and must be working towards a high school diploma to participate in Dual Enrollment.

d. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2025) and Fla. Admin. Code Rule 6A-10.0315.

e. Any combination of these test scores may be considered if taken within two (2) years of the beginning of classes for first-time Dual Enrollment students. Any two (2) of the three (3) test scores must be successfully completed for admission to the Dual Enrollment program. The remaining third (3) score must be successfully completed before 12 credits are completed in the program. Cut scores for the placement tests are as follows:

	Reading	English	Algebra
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	Math
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF 1130, MGF 1131 or STA2023

PERT 123 - Placement for MAC 1105, College Algebra

f. Students initially enrolling in MAC 1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT 530; PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC 1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.

g. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes the Welding, EMT and Paramedic pathways).

h. The student must pass the grade level Required State Assessment in English Language Arts and the end of course exams for Algebra I, as required. Exceptions will be at the discretion of the School Board.

i. Students enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a co-requisite during the same semester. Students who have a score of three (3) or above on the Advanced Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a pre-requisite in subsequent semesters. In order for credit to be granted, official exam scores must be received and evaluated by Enrollment Services at CF (including AP, Cambridge AICE, IB, Dantes).

j. Students must have earned four (4) high school level credits for consideration for Dual Enrollment courses. Students have an opportunity to participate in Dual Enrollment throughMCPS until they have successfully earned an associate's degree or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.

k. Students are no longer eligible for Dual Enrollment once they successfully graduate from high school. Students who will graduate from high school before completion of the postsecondary course may not register for the course through Dual Enrollment.

l. Students are no longer eligible to participate in the Dual Enrollment program if they are disruptive to the learning process. Please refer to Section 10(i).

6. A delineation of the high school credit earned for the passage of each Dual Enrollment course.

a. The School Board will ensure that appropriate high school credits will be awarded upon successful completion of Dual Enrollment classes. All academic and vocational courses will correlate to the Dual Enrollment Course - **High School Subject Area Equivalency List** recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three (3) to five (5) credit hour college course to result in the awarding of one-half

(0.5) high school credit in Carnegie units. Any other non-identified college course offered at fewer than three (3) credit hours will be ineligible for high school credit and will not constitute Dual Enrollment. Science courses and labs are combined and reported to Bright Futures.

b. High school credit for Postsecondary Adult Vocational certificate classes will be awarded based on the number of contact hours in the program of study. For each one hundred and thirty-five (135) clock hours in the program, a student will be awarded one (1) high school credit in Carnegie units; one-half (0.5) high school credit will be awarded for any number of clock hours between sixty-eight (68) and one hundred and thirty-five (135); and no high school credit will be awarded for any number of clock hours less than sixty-eight (68).

7. A description of the process for informing students and their parents of college-level course expectations.

a. CF will supply school counselors with Dual Enrollment information which include application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.

b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.

c. Students will be informed during CF orientation that they should plan to study at least two (2) to three (3) hours outside of class for every hour they are in the class to be successful in college-level courses. In addition, Dual Enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

8. The policies and procedures, if any, for determining exceptions to the required GPA on an individual student basis.

There will be no exceptions made to the required GPA for Dual Enrollment.

9. The registration policies for Dual Enrollment courses as determined by the postsecondary institution.

a. Registration for Dual Enrollment students taking classes on the CF campus will take place the same as all other students. Registration will stop ten days in advance of the start of term to give high school counselors time to review registration. Changes must be confirmed within five days.

b. Dual Enrollment students will follow CF's procedures for drop, withdrawal, and petition policies. Dual Enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of "D," "F," or "FF."

c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeal Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful, the student may enroll in dual enrollment courses that begin after the petition approval date.

d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.

e. Courses will follow the CF academic calendar published on the CF website.

10. The responsibilities of the School Board regarding the determination of student eligibility before participating in the Dual Enrollment program and the monitoring of student performance while participating in the Dual Enrollment program.

a. Each student must be recommended by their school principal or designee. Student screening for eligibility and participation is the responsibility of the school principals according to School Board and state requirements.

b. The school counselor will identify those students qualified to participate in Dual Enrollment classes on a semester basis and will verify their continued eligibility throughout their participation. This verification will be conducted after grades are posted each semester. The counselor will notify CF's Dual Enrollment Coordinator when a student's eligibility status changes.

c. The high school counselor will work with students to review dual enrollment course plans and how those plans affect high school academics and high school graduation. For questions about how dual enrollment impacts students who are pursuing an AA or AS, students should contact academic advising at CF.

d. CF will provide academic advising services to Dual Enrollment students and monitor their progress and attendance in Dual Enrollment classes. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway.

e. Students and their parent/guardian will be informed of college-level course expectations.

f. Any "grade level" classification listed in this Dual Enrollment Agreement is based on the School Board's Student Progression Plan.

g. Students attending Dual Enrollment classes held in college facilities will be subject to CF attendance policies. Required documentation of enrollment will be reported School Board Student Information and State Reporting (SISR) office.

h. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through Dual Enrollment. The student may apply to CF and upon admission by the Office of Admissions, may register and pay the required tuition and fees, and textbooks/ instructional materials for the summer session.

i. CODE OF STUDENT CONDUCT: Students attending all classes will follow CF's Code of Student Conduct in terms of appropriate classroom behavior, protocol, and academic integrity (i.e., cheating and plagiarism). If a student is disruptive to the learning process, a student will be ineligible to participate in the Dual Enrollment course, regardless of eligibility requirements for continued enrollment. Students expelled from MCPS will no longer be eligible to participate in Dual Enrollment.

j. STUDENT RECORDS: The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in Dual Enrollment courses to the School Board.

a. Students with unsatisfactory progress should be counseled by the school counselor immediately upon notification by the College.

b. All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's school transcript by the School Board. Grades will be electronically transmitted securely by CF to the School Board for posting.

c. If a Dual Enrollment student earns a "D," "F," or "FF" grade in any course(s) during one (1) semester, he/she will no longer be eligible to participate in Dual Enrollment. Dual Enrollment students are not allowed to continue participation in the program via payment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. Students must have graduated high school and have been admitted as a regular college student. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

d. If a dual enrollment student earns an incomplete grade, future registration will be removed. Once the incomplete grade is satisfactorily completed, the student can then register for the next available future term. Any appeals must be submitted 5 business days after the date grades are posted for students to be eligible for that term.

12. A funding provision that delineates costs incurred by each entity.

a. Subject to annual appropriation in the General Appropriation Act, and in accordance with §1007.271(2l) (n)(l), Fla. Stat. (2025), the School Board will pay the standard tuition rate per credit hour of seventy-one dollars and ninety-eight cents ($71.98) from funds provided in the Florida Education Finance Program (FEFP) to CF for all Dual Enrollment instruction that takes place on the CF campus or by CF online. Courses taken during the summer term will not be charged to the School Board.

b. Students must drop courses during the add/drop period to have the cost of tuition removed. If the student later withdraws from a course, the tuition will remain and be charged to the School Board.

c. Students enrolled in a Dual Enrollment or early admissions program will be exempt from the payment of registration, matriculation, and laboratory fees.

d. Required textbooks and other instructional materials as defined in §1006.28, Fla. Stat. (2025) will be funded by the School Board provided the FEFP provides funding for such expenses. CF will adhere to the requirements set forth in §1004.085, Fla. Stat. (2025) in regards to the affordability of textbooks.

e. The School Board will be responsible for the instructional materials provided under this Agreement in conjunction with the CF Bookstore. Students will be responsible for the replacement costs for textbooks/instructional materials issued to them that are lost, stolen or damaged.

f. CF will invoice the School Board for costs incurred following each semester. Payment must be made by check.

13. For students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62, Fla. Stats. (2025) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a CF facility must meet the requirements established

by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

b. The student will be responsible for providing transportation to and from facilities where Dual Enrollment classes are held.

II. MECHANISMS AND STRATEGIES FOR DECREASING THE NEED FOR REMEDIATION OF HIGH SCHOOL GRADUATES AT CF.

A. There will be established a "college and career collaborative" comprised of two (2) representatives from each School Board, the Vice President for Academic Affairs, the Vice President for Student Affairs, and the Director of Admissions at CF, and others as the plan warrants.

B. Initiatives include:
Analysis of student readiness for college by administering the PERT to eligible students from Levy, Marion, and Citrus Counties.

1. CF will provide:
   - **a.** One (1) administration of the PERT exam at no cost for students who wish to apply for participation in Dual Enrollment
   - **b.** Testing by appointment only via the CF Website with approval from the high school.
2. The School Board will provide:
   - **a.** Space for testing
   - **b.** Test sites
   - **c.** Testing information to all eligible students

C. CF will provide assessment of student readiness for college by administration of PERT to all incoming students without ACT or SAT scores. Incoming students will be required to submit PERT, SAT and ACT scores if they do not meet exemption requirements as identified by§ 1008.30, Fla. Stat. (2025).

D. CF will accept the PERT scores from the official school transcripts only if they cannot be found at the PERT repository.

E. Articulation agreements will be established between Levy, Marion, and Citrus School Boards and CF.

F. CF advising from all campuses will meet with school counselors in all three (3) School Boards to provide in-service training regarding CF course requirements. School counselors are encouraged to visit CF's workforce development programs.

G. CF will conduct a "college preview" type event for students in each of the School Boards.

H. CF will provide information about its programs and how to be a successful college student to sixth (6^{th}) through twelfth (12^{th}) graders in Levy, Marion, and Citrus Counties in a variety of formats, materials, and events.

III. MECHANISMS AND STRATEGIES FOR PROMOTING CF'S "COLLEGIATE ACADEMY".

A. Program Description

1. The CF COLLEGIATE ACADEMY is a Dual Enrollment Program that provides an opportunity for eligible 11th and 12th grade students to enroll in college-level courses to obtain dual (high school and college) credits on the CF campus or online. The CF COLLEGIATE ACADEMY is a cooperative effort between CF and MCPS to provide postsecondary coursework, which enables eligible students to receive a minimum of 24 hours during the fall and spring CF terms and Career and Professional Education (CAPE) industry certifications, in accordance with Section 1003.4203, Fla. Stats. (2025). Students in the CF COLLEGIATE ACADEMY attend CF full-time during their junior and senior years of high school in the pursuit of their selected A.A. or A.S. degree.

B. Delineation of Courses and Industry Certifications

1. Courses to be provided by CF under this Agreement will be mutually agreed upon by CF and MCPS, and will avoid unnecessary duplication of existing courses in grade 12. Any course in the Florida Department of Education's Statewide Course Numbering System, except development education and physical education skills courses, may be offered as Dual Enrollment. Courses may be taken online or at CF. Students will have the opportunity to earn CAPE industry certifications.
2. CF will develop a Student Pathway for each student participating in the CF COLLEGIATE ACADEMY. The pathway will guide course selection. At a minimum, each pathway must include a list of courses that will result in an Applied Technology Diploma, an Associate in Science (A.S.) degree, or an Associate in Arts (A.A.) degree. If a student identifies a baccalaureate degree as the objective, the pathway must include courses that will meet the general education requirements, as well as any prerequisite requirement for entrance into a select baccalaureate degree program.
3. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing or visual arts, applied technology, and any other classes that comply with applicable state regulation will be counted toward meeting the graduation requirement, as specified in Section 1003.4282, Fla. Stat. (2025)
4. Students will have the opportunity to participate in the CF COLLEGIATE ACADEMY until they graduate from high school.
5. Students wishing to pursue participation in the CF COLLEGIATE ACADEMY must contact their high school counselor to discuss CF COLLEGIATE ACADEMY admissions criteria and obtain admissions application information.

C. Eligibility Requirements

1. Students must have an overall grade point average (GPA) of 3.0 on an unweighted 4.0 scale to qualify for participation in the CF COLLEGIATE ACADEMY. Continued eligibility requires that students maintain a 3.0 unweighted high school GPA and the minimum GPA required by CF.

2. **Student Approval**
   - **a)** Qualified students must obtain approval from the high school principal or designee and their parent/guardian to be eligible for participation in the CF COLLEGIATE ACADEMY by completing the Collegiate Academy Participant Approval Form.

3. **Student Readiness and Identification**

a) Eligible students must be enrolled in MCPS and must be working towards a high school diploma. Students must pass all portions of the, PSAT, CLT, ACT, SAT or PERT, in accordance with the cut score established by CF, to demonstrate readiness for college-level coursework. Any combination of PSAT, CLT, ACT, SAT or PERT test scores may be considered, if taken within two years of the beginning of classes. Cut scores for placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

4. **Additional Eligibility Requirements**

a) Students must achieve a 114 PERT score to qualify for placement in MAT1033, MGF l 130, MGF l 131 or STA2023.

b) Students must achieve a 123 PERT score to qualify for placement in MAC l 105 or College Algebra.

c) Students enrolling in MAC l 105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530; PERT 123. Students who wish to take Upper-level math beyond MAC1105 must satisfy the aforementioned test requirements and take the College Level Math (CLM) test and score a 70 or higher.

d) Students must pass the Grade 10 FAST Assessment (ELA), as well as the Florida End-of-Course (EOC) exam for Algebra 1.

e) Students will be required pass the United States History EOC, via MCPS.

f) Students will complete required mental health and wellness education through MCPS annually, as required and provided by MCPS.

g) Students in need of required reading remediation will not be eligible for Dual Enrollment, unless accepted in writing and approved by the student's high school principal and CF's Vice President for Academic Affairs (or designee).

h) Students participating in the CF COLLEGIATE ACADEMY must enter into a student/parent performance contract, which must be signed by the student, the parent/guardian, and a representative of MCPS and CF, respectively.

i) Students must have completed their sophomore year in high school by passing 12 high school credits to be consider for participation in the CF COLLEGIATE ACADEMY. Students are no longer eligible for participation in the CF COLLEGIATE ACADEMY upon successfully completing four years of enrollment in high school or high school

graduation, whichever comes first.

j) Students who will graduate from high school before completion of a postsecondary course may not register for the course through Dual Enrollment or the CF COLLEGIATE ACADEMY. Graduating high school students may NOT take summer courses as Dual Enrollment.

k) Students attending classes on the college campus will follow CF's Code of Student Conduct in terms of appropriate classroom, behavior, protocol, and academic integrity (i.e., cheating and plagiarism). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the Dual Enrollment course, regardless of eligibility requirements for continued enrollment. Students expelled from MCPS will no longer be eligible to participate in COLLEGIATE ACADEMY.

D. Enrollment Process

1. Application Process

a) Students interested in the CF COLLEGIATE ACADEMY must meet the Dual Enrollment eligibility requirements set forth by the CF and MCPS Articulation Agreement. Students must complete the CF online Dual Enrollment application and submit all required application packet forms (Student Registration, Parent Permission, FERPA, and High School Counselor Checklist) to their high school counselor. The parent/guardian must also sign the COLLEGIATE ACADEMY Participation Approval Form. All completed forms should be returned to the high school counselor. Students will be issued a CF ID number to view the student portal for additional requirements. Students are responsible for requesting and approving all documents needed for eligibility, including their high school transcripts and placement test scores (PSAT, CLT, ACT, SAT or PERT). All documentation must be received by CF's Dual Enrollment Office by the posted application deadlines. After all documents are received and processed by CF's Dual Enrollment Office, students will receive an email stating they have been admitted to the CF Dual Enrollment. If student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, CF's Dual Enrollment Coordinator will contact the student's high school counselor, who will be responsible for contacting the student.

2. Orientation

a) Orientation must be completed prior to the start of the term and is required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

3. Registration

a) COLLEGIATE ACADEMY information will be provided to counselors by CF to better help students and parent/guardians understand the requirements, admission and enrollment procedures, FERPA permissions and benefits of program participation. Registration will be completed through the MyCF portal. The student must review the schedule posted on the MyCF portal to select courses for registration

each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadlines will end one week before the start of term.

4. **Withdrawal Process**
    a) CF COLLEGIATE ACADEMY students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a COLLEGIATE ACADEMY student receives 2 or more "W" grades, they will no longer be eligible to participate in COLLEGIATE ACADEMY. Co requisite courses will count as one class for withdrawal purposes.
5. **Course Load**
    a) 11th and 12th grade students participating in the CF COLLEGIATE ACADEMY must enroll in at least 12 credits and may take up to 18 credit hours in the fall and spring terms.
6. **Grade Distribution**
    b) All students enrolled in COLLEGIATE ACADEMY classes will be graded on the same basis as other college students in the same course. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's high school transcript by MCPS. Grades will be electronically and securely transmitted by CF to student's high school and the MCPS's office for posting.

E. Communication Methods, Medium, and Process for Students and Parents

1. References to students throughout this document mean any eligible student enrolled from any MCPS public high school.
2. CF will provide information to high schools throughout Marion County, requirements for participation and the educational benefits to be derived from the CF COLLEGIATE ACADEMY.
3. The School Board and high schools throughout will utilize published, electronic or other media to notify students and their parent/guardian of the opportunity to participate in the CF COLLEGIATE ACADEMY. The high school will provide information, using these same methods, to sh1dents and their parent/guardian of the eligibility criteria for participation in the CF COLLEGIATE ACADEMY. Information regarding CF COLLEGIATE ACADEMY, including the return on investment associated with participation in the program, is provided annually via mailings, magnet fairs, and magnet caravans.
4. CF will post application deadlines and registration dates on its CF website at least one term in advance.
5. CF Dual Enrollment staff will coordinate and work with MCPS on targeted CF COLLEGIATE ACADEMY recruiting activities.

F. Advising Services and Progress Monitoring

1. All degree-seeking students must be advised by a CF advisor in the semester that they reach
   24 earned credit hours, to learn about the requirement to complete the degree and any additional requirements necessary to transition into the bachelor's degree program and the institution of their choice.
2. CF will provide academic advising services to CF COLLEGIATE ACADEMY students and provide updates to the base schools at the end of the semester in Dual

Enrollment classes.

3. The CF COLLEGIATE ACADEMY courses meet the curricular expectations and offer the same depth and rigor of non-Dual Enrollment Postsecondary instruction.
4. Students will be informed during orientation that they should plan to study two - three hours outside of class for every one hour they are in the class, to be successful in college- level courses. In addition, Dual Enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

G. Program Review and Reporting Mechanism (Student Performance Outcomes)

1. Each year, CF will perform a grade distribution analysis and share that information with MCPS.
2. The CF COLLEGIATE ACADEMY will be reviewed as a part of CF's Service Unit Assessment process for the COLLEGIATE ACADEMY every three years.
3. All students enrolled in CF COLLEGIATE ACADEMY classes will be graded on the same basis as other college students in the same college courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's high school transcript. Grades will be electronically transmitted securely by CF to the student's high school and the MCPS MIS/Curriculum offices for posting.
4. While a student is enrolled in high school, payment for dual enrollment courses cannot be made on behalf of any student participating in the CF COLLEGIATE ACADEMY by any third party, including the student's family.
5. If a COLLEGIATE ACADEMY student earns a "D", "F", or "FF" grade in any course during one semester, that student will be ineligible to participate in dual enrollment.
6. COLLEGIATE ACADEMY students will follow CF's procedures for drop, withdrawal, and petition policies. COLLEGIATE ACADEMY students will not be permitted to take courses while petitioning a grade of "D," "F," or "FF."
7. If a grade is successfully petitioned, the student may enroll in COLLEGIATE ACADEMY courses that begin after the petition approval date as per the CF Grade Appeal Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful, the student may enroll in dual enrollment courses that begin after the petition approval date.

H. Funding Arrangement to Implement to CF COLLEGIATE ACADEMY

1. MCPS will pay the standard tuition rate per credit of seventy-one dollars and ninety-eight cents ($71.98), from funds provided in the Florida Education Finance Program (FEFP) to CF for courses taken online or at a CF campus, in accordance with Section 1007.273, Fla, Stats. (2025). Courses taken during the summer term will not be charged to MCPS. The amount of credit hours will be based upon CF's enrollment records, as the keeper of the student's official college transcript.
2. Students must drop courses during the designated add/drop period to eliminate the cost of tuition. If a student later withdraws from a course, the tuition charge will remain and be charged to MCPS.
3. Students enrolled in the CF COLLEGIATE ACADEMY will be exempt from the payment of registration, matriculation, and laboratory fees.
4. Required textbooks and other instructional materials, as defined in Section 1007.273, Fla. Stats. (2025) will be funded by MCPS, provided the FEFP provides funding for such expenses. CF will adhere to the requirements set forth in Section 1004.085, Fla. Stats. (2025), governing the affordability of textbooks.
5. MCPS will be responsible for all inventory, recovery, reuse, and sale of textbooks, and instructional materials provided under this Agreement, in conjunction with the

CF Bookstore (currently affiliated with Barnes & Noble).

6. Eligibility for academic accommodations requires that students with disabilities who enroll in a course provided at a CF facility must meet all requirements established by CF's Office of Accessibility and Counseling Services.
7. CF will invoice MCPS at the end of the fall and spring semesters for costs incurred, no later than June 15. MCPS will make payment by check.
8. Transportation to attend college-level courses offered at any CF facility will be the responsibility of the student or the student's parent/guardian.

IV. MECHANISMS AND STRATEGIES FOR PROMOTING "CAREER PATHWAYS" PROGRAMS OF STUDY.

A. Courses and programs available to students eligible for Career Pathways.

1. A Career Pathway Program of Study is a coherent sequence of rigorous academic and technical courses that prepare students for successful completion of state academic standards and support an accelerated transition to postsecondary coursework in a related career area of interest. According to the Florida Department of Education Information Data Base Requirements, Vol. 1, a Secondary Career Pathways student is defined as "a career and technical education student who has earned three (3) or more (high school) credits in a single career and technical education program and has participated in a locally developed Program of Study that has a written articulation agreement in place which establishes and validates the career pathway." Such is the purpose of this Articulation Agreement between CF and the School Board.
2. Courses to be articulated to CF under this Agreement will be mutually agreed upon by CF and the School Board. Career Pathways course and program offerings will be accessible on the Career Pathways Web page of CF's Website (www.CF.edu/careerpathways), and the School Board's Website on the Career and Technical Education Web page. Alterations to this list of offerings may be made with mutual consent of CF and the School Board.

B. The process for notifying parents and students of the option to participate in Career Pathways programs.

1. CF will provide information to the schools regarding the requirements for participation in, and the educational benefits to be derived from, Career Pathways or other accelerated programs.
2. The school, in turn, will utilize printed, published, electronic, or other media to notify students and their parent/guardian of the opportunity to participate in these articulated acceleration programs. The schools will also provide information, using these same methods, to students and their parent/guardian regarding the eligibility criteria for participation in these programs.

C. Eligibility criteria for student participation.

1. Eligibility for participation in a Career Pathways program of study is determined by a student's enrollment in a Career & Technical Education (CTE) Program of Study. A student who is defined as a "concentrator" (students earning three [3] or more courses in a CTE Program of Study) and has met the minimum academic requirements of a "B" (3.0) in the CTE Program is considered a Career Pathway student.

2. Career Pathways students who are eligible for articulated credits and desire to attend CF in an aligned A.S. degree program must apply for a CF student identification number and request to take an articulation exam for the articulated credit. Students, who pass an Industry Certification on the Gold Standard Career Pathways Articulation Agreements of Industry Certification to AAS/AS Degree are exempt from taking the articulation exam for the courses specified in the Appendices (https://www.cf.edu/academics/academic-services/career-pathways.

D. Institutional responsibilities for student screening before enrollment and monitoring enrolled students.

1. The School Board will identify those students who have completed Career Pathways courses of study and are current seniors (within twelve [12] months of high school graduation) and will notify CF.
2. CF will make available advising services to Career Pathways students, as provided to all CF students.

E. Awarding college credit for articulated Career Pathways courses.

1. To receive Career Pathways credit, students must demonstrate mastery of articulated career and technical courses by earning at least a grade of "B" as indicated on their official high school transcripts. Additionally, students may also be required to pass the Industry Certification identified on the Gold Standard Statewide Articulation Agreement, an exam or approved alternative assessment of work to demonstrate mastery of course material at a level acceptable to CF.
2. The articulated Career Pathways credits will be awarded and posted to the student's CF transcript upon acceptance to CF and their declaration of an A.S. program of study. The articulated CF courses will be awarded a grade of "S" and will not factor into the student's GPA at CF.
3. Statewide Career and Technical Education Articulation Agreements which are based on nationally recognized industry certification support the Department of Education's Next Generation Strategic Areas of Focus (number three) effort to "expand opportunities for postsecondary degrees and certifications." Gold Standard Career Pathways Industry Certification to AAS/AS Degree Statewide Articulation Agreements (see item C.2. above) based on nationally recognized industry certification does not preclude CF from granting additional credit based on the local Agreement.

F. Criteria by which the instructional quality will be maintained.

CF will work with the School Board personnel to provide program and related course learning outcomes, curriculum, and other resources to help ensure that the quality of instruction provided the high school students in the Career Pathways articulated courses is comparable to that afforded CF students enrolled in said program.

G. Cost of Career Pathways

Students who receive Career Pathways credits will be exempt from the payment of registration and laboratory fees for the CF courses for which they receive articulated credit.

H. Program review

1. CF and the School Board personnel will, on an annual basis, review and revise the Articulation Agreement to keep it aligned with the most current program and course requirements. All Career Pathway programs offered by CF are annually reviewed and revised to accommodate and adapt to changing labor market trends and demands.
2. Upon request, CF will work with the School Board personnel to develop additional articulated Career Pathways programs of study as new programs are added at the secondary or postsecondary levels.

V. MECHANISMS AND STRATEGIES FOR IMPROVING THE PREPARATION OF ELEMENTARY, MIDDLE, AND HIGH SCHOOL TEACHERS.

A. There will be established a consortium among CF, SUS partners, and the School Boards of Citrus, Marion, and Levy Counties to affect collaborative methods for improving the preparation of elementary, middle, and high school teachers.

B. Additionally, methods for providing support to the public-school systems in recruiting, retaining, and recertifying teachers will be developed by the consortium members.

C. Training programs will be developed to provide professional development to meet the needs of teacher mandates. These courses and programs will be made available to the public-school systems in Citrus, Marion, and Levy Counties at various times and places.

D. The members of the consortium will promote the advantages of partnering in educational programming. The members of the consortium will work to provide a coordinated effort to develop and implement alternative certification procedures and programs for classroom teachers.

E. The members of the consortium will work to provide a coordinated effort to develop and implement methods for state and federal mandates.

F. The members of the consortium, in developing these programs, will strive to utilize new technologies in the training programs, to address critical needs of teachers and public-school systems in implementing them, and to include both pre-service and in-service initiatives in so doing.

VI. MISCELLANEOUS

A. **Excess Funds:** Any party receiving funds erroneously paid by School Board under this Agreement will promptly notify and return to School Board such erroneously paid funds.

B. **Entire Understanding:** This Agreement represents the entire understanding and agreement between the parties concerning the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

C. **Amendments:** The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.

D. **Governing Law & Venue:** The laws of the State of Florida govern all aspects of this Agreement and all transactions contemplated by it without regard to principles of conflicts of laws. Venue for any litigation related to this Agreement will be in Marion County, Florida.

E. **Compliance with Laws and Policies:** Each party will comply with all applicable federal and state laws, codes, rules, and regulations and School Board policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

F. **Public Records:** **IF CF HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CF'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF RECORDS AT: PUBLIC RELATIONS AND**

COMMUNICATION OFFICER: KEVIN CHRISTIAN, APR, CPRC, AT (352) 671-7555, PUBLIC.RELATIONS@MARION.K12.FL.US OR IN PERSON AT 1614 E. Fort King Street, OCALA, FLORIDA 34471.

IF SCHOOL BOARD HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO SCHOOL BOARD'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO TIDS CONTRACT, CONTACT THE CUSTODIAN OF RECORDS AT: CHARLES H. PRINCE, VP ADMINISTRATION AND FINANCE AT (352) 854-2322, EXT. 1637, PRINCECH@CF.EDU OR IN PERSON AT 3001 SW COLLEGE ROAD, OCALA, FL 34474. §119.0701, FLA. STAT. (2025).

G. **Non-Discrimination:** Neither party will subject any person to discrimination because of age, race, color, disability, pregnancy, sex, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

H. **No Waiver of Sovereign Immunity:** This Agreement does not waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be apply, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2025). This term survives the termination of all performance or obligations under this Agreement and is fully binding until any applicable statute of limitations bars any proceedings brought under this agreement.

I. **Inspector General Audits:** The parties and their subcontractors (if any), will comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the inspector General or by any other Florida Official with proper authority.

J. **No Third-Party Beneficiaries:** Nothing in this Agreement provides consent by any agency or political subdivision of the state of Florida to allow any person or entity not a party to this Agreement to sue, including, but not limited to, any citizen or employees of the parties, in any matter arising out of this Agreement, or to confer any rights to any third party to allow any claim otherwise barred under the doctrine of sovereign immunity or by operation of law.

K. **Waiver:** A waiver by either party of a breach or failure to perform under this Agreement will not constitute a waiver of any subsequent breach or failure to perform. No waiver is valid against any Party unless made in writing and signed by the Party against whom enforcement of such waiver is sought and then only to the extent expressly specified herein.

L. **Assignment:** Neither CF nor School Board may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement will inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

M. **Notices:** All notices, requests, consents, and other communications required or permitted under this Agreement must be in writing and hand delivered by messenger or courier service; faxed; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Raphel Robinson, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: robinsra@cf.edu

Melissa Conner, Marion County Public Schools
1614 E. Fort King Street

Ocala, FL 34471
Email: melissa.conner@marion.k12.fl.us

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice will be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date faxed or emailed, if by facsimile or email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed to the proper address.

VII. ACCOUNTABILITY

This Agreement and the policies and allocation of responsibility will be effective upon being signed by the chair of The School Board of Marion County, Florida and the chair of the Board of Trustees of the College of Central Florida, but must be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of CF's President and the School Board Superintendent or her designee. Courses of study and programs are to be incorporated into the Agreement before instruction begins. This Agreement will be valid for the 2026-2027 school year.

IN WITNESS WHEREOF, The School Board of Marion County, Florida and the Board of Trustees of The College of Central Florida have adopted this Agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with §1007.23, Fla. Stat. (2025), Statewide Articulation Agreement.

Date Charlie Stone, Chair, District Board of Trustees, College of Central Florida

5/5/26 Dr. Sarah James

Date Dr. Sarah James, Board Chair, The School Board of Marion County, Florida

5/4/26 D Brewer

Date Danielle Brewer, Ed. D, Superintendent

COLLEGE OF CENTRAL FLORIDA

12

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Marion Technical College – Mid Florida Career Pathway Consortium 2026-2027 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

This agreement is between the District Board of Trustees of College of Central Florida and Marion Technical College to implement the activities associated with the Mid Florida Career Pathway Consortium for the fiscal year 2026-2027.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the agreement with Marion Technical College and authorize the Board Chair to sign.

Articulation Cooperative Agreement
Career Pathways

Between the District Board of Trustees of the College of Central Florida and The School Board of Marion County, Florida by and through its Marion Technical College 2026-2027

Mechanisms and strategies for promoting "Career Pathways" programs of study

A. Courses and programs available to students eligible for Career Pathways

1. A Career Pathway is a coherent sequence of rigorous academic and technical courses that prepare students for successful completion of state academic standards and support transition to more advanced postsecondary coursework in a related career area of interest. According to the Florida Department of Education (DOE Information Data Base Requirements, Vol. 1), a Career Certificate Program (CCP) Completer is defined as a career and technical education student who has successfully completed a clock hour program and has participated in a locally developed Program of Study that has a written articulation agreement in place which establishes and validates the career pathway. Such is the purpose of this articulation agreement between the District Board of Trustees of the College of Central Florida and The School Board of Marion County Florida by and through its Marion Technical College.
2. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Marion Technical College and will avoid unnecessary duplication of existing courses. Alterations to this list of offerings may be made with mutual consent of the College of Central Florida and Marion Technical College. (See Appendices A-C for articulated programs).
3. The College of Central Florida will develop a student education plan for each student applying for Career Pathways credit. In order to develop said plan, the student will present a transcript and programmatically required documents, which will be evaluated for purposes of determining college credits to be applied toward an Associate in Science degree. Said Associate degree will be the student's stated education objective.

B. The process for notifying students of the option to participate in Career Pathways programs

1. Marion Technical College shall notify those students who qualify as CCP completers.
2. The College of Central Florida will make available the Career Pathways Coordinator to present opportunities for articulated credit.

C. Eligibility criteria for student participation

1. Eligibility for participation in a Career Pathways articulated credits, would include but is not limited to the student presenting a transcript and programmatically required documents, which will be evaluated for purposes of determining college credits to be applied toward and Associate in Science degree.

2. Once admitted to the College of Central Florida, articulated credits will be determined after the student has presented the appropriate dean and the Career Pathways Coordinator with a copy of his/her transcript and programmatically required documents.

D. Institutional responsibilities for student screening prior to enrollment and monitoring enrolled students

1. Marion Technical College shall identify those students who are CCP completers and shall so notify the College of Central Florida.
2. The College of Central Florida will make available advising services to Marion Technical College CCP students, as provided to all CCF students.

E. Awarding college credit for articulated Career Pathways courses

1. To receive Career Pathways articulated credit, students must successfully complete a Career Certificate Program and upon demonstration of mastery of competencies either through Career Pathways College Credit Assessment or through Industry Certification/ Licensure. Students have a three-year time frame for the opportunity for college credit. Students may have to update industry certification/licensure within the three years.
2. Upon satisfactory completion of the Career Pathways College Credit Assessment, the dean (or designated reviewer) will forward the articulated credits to the College of Central Florida Admissions and Records office. Upon receipt, the Admissions and Records office will process the articulated credit as an "S" for satisfactory on the student's transcript and will not factor into the student's College of Central Florida grade point average.
3. Statewide Career and Technical Education Articulation Agreements, which are based on nationally recognized industry certification, support the Department of Education's Next Generation Strategic Areas of Focus (number three) effort to "expand opportunities for postsecondary degrees and certifications." Gold Standard Career Pathways Industry Certification to AAS/AS Degree Statewide Articulation Agreements based on nationally recognized industry certification and or licensure does not preclude CCF from granting additional credit based on this local agreement.

F. Criteria by which the instructional quality will be maintained

The College of Central Florida shall be responsible for ensuring that the quality of instruction provided to Career Pathways students is comparable to that afforded other College of Central Florida students.

G. Cost of Career Pathways

Students who receive Career Pathways credits shall be exempt from the payment of registration and laboratory fees for those career certificate programs for which they receive credit according to the articulation agreement.

H. Program review

1. The College of Central Florida and Marion Technical College personnel will, on an annual basis, review and revise existing articulation agreements as needed to keep them aligned with the most current program and course requirements. These programs will also be reviewed and revised to accommodate and adapt to changing labor market trends and demands.
2. The College of Central Florida and Marion Technical College personnel will actively seek to develop additional articulated Career Pathways programs of study as new programs are added at the postsecondary levels.

I. Contact Names for Questions

1. College of Central Florida, Cori Wiygul. Email: wiygulc@cf.edu
2. Marion Technical College, Kim Martsoft Email: kim.martsolf@marion.k12.fl.us

Accountability

These provisions shall not prevent a Board assigned responsibility for one or more of these programs from developing joint programs of contracting for specific instructional services with another Board or agency, subject to review by the two local education agencies.

For each of these programs, all related enrollment projections, FTE reports, cost analysis, and other elements required for the allocation of funds shall be the sole responsibility of the assigned board unless herein indicated.

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the Board President or Chair, but shall be executed before registration for the fall term of the following school year.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date set forth below.

_____ _____

Date — Charlie Stone, Board Chair
District Board of Trustees of the College of Central Florida

4/28/20 Dr. Sarah James

Date — Dr. Sarah James, Board Chair
The School Board of Marion County, Florida

_____ DBrewer

Date — Danielle Brewer, Ed.D., Superintendent
The School Board of Marion County, Florida

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Practical Nursing (Appendix A) *Pages 5-6*

Appendix A

In a continuing effort to provide opportunities for career certificate program students in the Practical Nursing program to transition into The College of Central Florida's (CF) postsecondary programs listed below, CF agrees to award college credit to eligible Marion County students according to the criteria delineated below. These clock hours may or may not be accepted for transfer credit by other institutions.

Career Certificate Program	**Postsecondary Program**
Practical Nursing Program Number (H170607) CIP (0351390101)	Nursing R.N. A.S. FL CIP (1351380100) Federal CIP (51.3801)
Total Clock Hours	**Total Credit Hours**
1350 Hours	60 Credit Hours
Marion County	**College**
Marion Technical College	The College of Central Florida

I. Articulated Courses and College Credit

CF agrees to award college credit hours or admission points to the career certificate programs listed above upon demonstration of mastery of competencies in the courses below either through Career Pathways College Credit Assessment or through Industry Certification/Licensure.

A. *College Credit through Career Pathways College Credit Assessment:* Career certificate program completers must demonstrate mastery through a comprehensive exam, portfolio or programmatic required documents before assessment will be made to award the CF credit hours and/or admission points:

MTC Clock Hour Program	CF College Courses	College Credits
Practical Nursing (H170607)	NUR1021C Foundations in Nursing (5 credits) NUR1052C Clinical Concepts I (4 credits) NUR1142 Introduction to Pharmacology (3 credits) **These courses are required to complete the first semester of the Associate Degree Nursing program. Students requesting to enter the program with the equivalency credits must follow the nursing application process. This is a limited access program. Admission to CF does not guarantee admission to the nursing*	12

B. *College Credit through Industry Certification:* Students who obtain the following Industry Certification(s) will be awarded credit for the postsecondary course(s) listed below:

Industry Certification	CF College Courses	College Credits
NONE	NONE	0

Representatives of CF's Career and Technical Education (CTE) programs will review, at least annually, the content of the career certificate program, as specified in this Agreement, to ensure standardization and attainment of goals.

II. General Provisions

Comprehensive College Examination and Industry Certification: To receive college credit, students must meet the following criteria:

A. Successfully complete a career certificate program.

B. Pass the college comprehensive examination(s) approved by the CTE programs coordinator.

C. Students who score a minimum of eighty percent (80%) on the comprehensive institutional examination, or obtain the Industry Certification(s) as listed, will be awarded a grade of "S" which will not factor into the student's CF grade point average. A permanent college transcript will be generated. The exam results or proof of Industry Certification will be reported to the Career Pathways coordinators at CF.

D. If the credit(s) for the articulated course(s) meet A.S. degree requirements, they will be applied toward the A.S. degree. Students will not be officially admitted to CF until all required admissions criteria have been met.

III. Sharing of Data

CF and The School Board of Marion County/MTC, Florida agree to share student educational data under conditions consistent with the Family Educational Rights and Privacy Act (FERPA). Either party may initiate requests to share data if it has a legitimate educational interest in the data. The shared information shall be used solely to benefit the Career Pathways program and students by facilitating access to and increasing educational opportunities at both institutions. Each institution will be deemed a school official of the other for purposes of this Agreement. CF will provide information about the sharing of data in its annual notification to students.

COLLEGE OF CENTRAL FLORIDA

13

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Ocali Charter High School Articulation Agreement 2026-2027 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Ocali Charter High School. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these district inter-institutional agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement with Ocali Charter High School and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida And Clear Choice Academies, Inc. DBA Ocali Charter High School 2026-2027

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Ocali Charter High School members – Ms. Brown, Principal; College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2026-2027 academic year will take precedence.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

a. References to *students* in this document, means any student enrolled in Ocali Charter High School
b. The College of Central Florida will provide information to Ocali Charter High School regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Ocali Charter High School in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Ocali Charter High School will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.
e. The College of Central Florida has the option to limit dual enrollment participation based on capacity.

f. Ocali Charter High School will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF. (Refer to section 13.a for detailed information)

3. A delineation of courses and programs available to students eligible to participate in dual enrollment.

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Ocali Charter High School to avoid unnecessary duplication of existing courses in grades 6-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish Ocali Charter High School with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. Ocali Charter High School will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2025).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Ocali Charter High School upon completion of the college term. Students with unsatisfactory progress will be reported to Ocali Charter High School immediately upon receipt of an Early Alert via email.

4. **A description of the process by which students and their parents exercise options to participate in the dual enrollment program**

a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students are required to complete the CF online Dual Enrollment application and provide all required application packet forms (Student Registration, Parent Permission, FERPA, High School Counselor Checklist) to the high school counselor. The parent/guardian must also sign and submit the COLLEGIATE ACADEMY Participation Approval Form to the high school counselor in order to participate in the CA program (available to students who have successfully completed 9th and 10th grade requirements only). The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

d. **Registration:** Dual Enrollment information will be provided to Ocali Charter High School by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end ten (10) days before the start of the term.

e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may

register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by Ocali Charter High School. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered. (Refer to section 9.c)

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

5. Student eligibility requirements for participation in the dual enrollment program.

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Ocali Charter High School shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in Ocali Charter High School and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2025) and rule 6A-10.0315, F.A.C.

d. Placement test scores for Reading, English/Writing and Algebra must be obtained for admission to the Dual Enrollment program. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students. Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530; PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Students must have earned four (4) high school level credits for consideration for Dual Enrollment courses. Students have an opportunity to participate in Dual Enrollment through Ocali Charter High School until they have successfully earned an associate's degree or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.
i. Students are no longer eligible for dual enrollment once they successfully graduate high school, Students who will graduate from high school before completion of the postsecondary course may not register for the course through Dual Enrollment. Seniors may NOT take summer courses as a dual enrollment student.
j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. Seniors may NOT take summer courses as a dual enrollment student.
k. Students are ineligible to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(j).

l. CF has the option to limit dual enrollment participation based on capacity.

6. **A delineation of the high school credit earned for the passage of each dual enrollment course**

   a. Ocali Charter High School will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-**High School Subject Area Equivalency List** recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

7. **A description of the process for informing students and their parents of college-level course expectations**

   a. CF will supply Ocali Charter High School with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
   b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
   c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

8. **The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis**

   a. There will be no exceptions made to the required grade point averages for dual enrollment.

9. **The registration policies for dual enrollment courses as determined by the postsecondary institution**

   a. Registration for Dual Enrollment students taking classes on the CF campus will take place the same as all other students. Registration will stop ten days in advance of the start of the term to give Ocali Charter High School time to review registration. Changes must be confirmed within five (5) days.
   b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
   c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
   d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.

e. Courses will follow the academic calendar published on the CF website.

10. The responsibilities of Ocali Charter High School regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. Ocali Charter High School shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation. This verification will be conducted after grades are posted each semester. Ocali Charter High School will notify CF's Dual Enrollment Coordinator when a student's eligibility status changes.
c. Ocali Charter High School will work with students to review dual enrollment course plans and how those plans affect high school academics and high school graduation. For questions about how dual enrollment impacts students who are pursuing an AA or AS, students should contact academic advising at CF.
d. CF will provide academic advising services to Dual Enrollment students and monitor their progress and attendance in Dual Enrollment classes. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway.
e. Students will be informed of college-level course expectations.
f. Students attending Dual Enrollment classes held in college facilities will be subject to CF attendance policies. Required documentation of enrollment will be reported Ocali Charter High School.
g. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript Ocali Charter High School Grades will be securely electronically transmitted by the College of Central Florida to Ocali Charter High School.
h. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (c) for the appeals process.
i. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission by the Office of Admissions, may register and pay the required tuition and fees, and textbooks/ instructional materials for the summer session.
j. **CODE OF STUDENT CONDUCT:** Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.
k. **STUDENT RECORDS:** The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g. Each party further agrees to comply with

§1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Ocali Charter High School.

a. Students with unsatisfactory progress reports should be counseled by Ocali Charter High School immediately upon notification by CF.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Ocali Charter High School Grades will be electronically transmitted securely by CF to the student's high school.
c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. The student must have graduated high school and have been admitted as a regular college student. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

12. A funding provision that delineates costs incurred by each entity.

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2025) will be funded by the FL Dual Enrollment Scholarship.
c. Ocali Charter High School shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore.

13. For students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1)(i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.
b. Institutional responsibility for transportation: The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. <u>MISCELLANEOUS</u>

a. **<u>Excess Funds</u>:** Any party receiving funds erroneously paid by Ocali Charter High School under this Agreement shall promptly notify and return to the school such erroneously paid funds.
b. **<u>Entire Understanding</u>:** This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

c. **Amendments:** The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.

d. **Governing Law & Venue:** This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

e. **Compliance with Laws and Policies:** Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

f. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Ocali Charter High School ("School") shall:

   i. Keep and maintain public records required to perform the service.
   ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
   iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.
   iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

   If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2025).

g. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

h. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2025). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

i. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

j. **No Third-Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

k. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

l. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

m. **Notices:** All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Raphel Robinson, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: Robinsra@cf.edu

Susan Kile, Clear Choice Academies, Inc
DBA Ocali Charter School
3850 West Anthony Road,
Ocala, FL 34475
Email: Susan.Kile@clearchoiceacademies.com
Contact Number: 352-322-2797

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Ocali Charter High School. This Agreement shall be valid for the 2026-2027 school year.

IN WITNESS WHEREOF, Ocali Charter High School and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2025), Dual Enrollment Articulation Agreements.

Date	Charlie Stone, Chair, District Board of Trustees, College of Central Florida
6-3-2026	
Date	Mrs. Susan Kile, Chair, Clear Choice Academies, Inc, DBA: Ocali Charter High School

COLLEGE OF CENTRAL FLORIDA

14

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Riverside Christian School Articulation Agreement 2026-2027 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Riverside Christian School. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these district inter-institutional agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement renewal with Riverside Christian School and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And Riverside Christian School
2026-2027

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Riverside Christian School members – Ginny Keith, Principal; College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2026-2027 academic year will take precedence.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

a. References to *students* in this document, means any student enrolled in Riverside Christian School
b. The College of Central Florida will provide information to Riverside Christian School regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Riverside Christian School in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Riverside Christian School will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.
e. The College of Central Florida has the option to limit dual enrollment participation based on capacity.

f. Riverside Christian School will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF. (Refer to section 13.a for detailed information)

3. A delineation of courses and programs available to students eligible to participate in dual enrollment.

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Riverside Christian School to avoid unnecessary duplication of existing courses in grades 6-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish Riverside Christian School with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. Riverside Christian School will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2025).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Riverside Christian School upon completion of the college term. Students with unsatisfactory progress will be reported to Riverside Christian School immediately upon receipt of an Early Alert via email.

4. **A description of the process by which students and their parents exercise options to participate in the dual enrollment program**

   a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

   b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students are required to complete the CF online Dual Enrollment application and provide all required application packet forms (Student Registration, Parent Permission, FERPA, High School Counselor Checklist) to the high school counselor. The parent/guardian must also sign and submit the COLLEGIATE ACADEMY Participation Approval Form to the high school counselor in order to participate in the CA program (available to students who have successfully completed 9th and 10th grade requirements only). The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

   c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

   d. **Registration:** Dual Enrollment information will be provided to Riverside Christian School by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end ten (10) days before the start of the term.

   e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by Riverside Christian School. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered. (Refer to section 9.c)

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

5. Student eligibility requirements for participation in the dual enrollment program.

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Riverside Christian School shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in Riverside Christian School and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2025) and rule 6A-10.0315, F.A.C.

d. Placement test scores for Reading, English/Writing and Algebra must be obtained for admission to the Dual Enrollment program. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.

Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530; PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.

f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).

g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.

h. Students must have earned four (4) high school level credits for consideration for Dual Enrollment courses. Students have an opportunity to participate in Dual Enrollment through Riverside Christian School until they have successfully earned an associate's degree or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.

i. Students are no longer eligible for dual enrollment once they successfully graduate high school, Students who will graduate from high school before completion of the postsecondary course may

not register for the course through Dual Enrollment. Seniors may NOT take summer courses as a dual enrollment student.

j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. Seniors may NOT take summer courses as a dual enrollment student.
k. Students are ineligible to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(j).
l. CF has the option to limit dual enrollment participation based on capacity.

6. A delineation of the high school credit earned for the passage of each dual enrollment course

a. Riverside Christian School will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-**High School Subject Area Equivalency List** recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

7. A description of the process for informing students and their parents of college-level course expectations

a. CF will supply Riverside Christian School with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

8. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis

a. There will be no exceptions made to the required grade point averages for dual enrollment.

9. The registration policies for dual enrollment courses as determined by the postsecondary institution

a. Registration for Dual Enrollment students taking classes on the CF campus will take place the same as all other students. Registration will stop ten days in advance of the start of the term to give Riverside Christian School time to review registration. Changes must be confirmed within five (5) days.
b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.

c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
e. Courses will follow the academic calendar published on the CF website.

10. The responsibilities of Riverside Christian School regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. Riverside Christian School shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation. This verification will be conducted after grades are posted each semester. Riverside Christian School will notify CF's Dual Enrollment Coordinator when a student's eligibility status changes.
c. Riverside Christian School will work with students to review dual enrollment course plans and how those plans affect high school academics and high school graduation. For questions about how dual enrollment impacts students who are pursuing an AA or AS, students should contact academic advising at CF.
d. CF will provide academic advising services to Dual Enrollment students and monitor their progress and attendance in Dual Enrollment classes. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway.
e. Students will be informed of college-level course expectations.
f. Students attending Dual Enrollment classes held in college facilities will be subject to CF attendance policies. Required documentation of enrollment will be reported Riverside Christian School.
g. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript Riverside Christian School Grades will be securely electronically transmitted by the College of Central Florida to Riverside Christian School.
h. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (c) for the appeals process.
i. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission by the Office of Admissions, may register and pay the required tuition and fees, and textbooks/ instructional materials for the summer session.

j. **CODE OF STUDENT CONDUCT:** Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.

k. **STUDENT RECORDS:** The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Riverside Christian School.

a. Students with unsatisfactory progress reports should be counseled by Riverside Christian School immediately upon notification by CF.

b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Riverside Christian School Grades will be electronically transmitted securely by CF to the student's high school.

c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. The student must have graduated high school and have been admitted as a regular college student. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

12. A funding provision that delineates costs incurred by each entity.

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.

b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2025) will be funded by the FL Dual Enrollment Scholarship.

c. Riverside Christian School shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore.

13. For students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1)(i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

b. Institutional responsibility for transportation: The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. MISCELLANEOUS

a. **Excess Funds:** Any party receiving funds erroneously paid by Riverside Christian School under this Agreement shall promptly notify and return to the school such erroneously paid funds.

b. **Entire Understanding:** This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

c. **Amendments:** The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.

d. **Governing Law & Venue:** This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

e. **Compliance with Laws and Policies:** Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

f. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Riverside Christian School ("School") shall:

   i. Keep and maintain public records required to perform the service.
   ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
   iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.
   iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

   If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2025).

g. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

h. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2025). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

i. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

j. **No Third-Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

k. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

l. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

m. **Notices:** All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Raphel Robinson, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: Robinsra@cf.edu

Ginny Keith, Riverside Christian School
8149 SW County Road 341,
Trenton, FL 32693
Email: ginnykeith@riversidewranglers.com
Contact Number: 352-463-1569

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Riverside Christian School. This Agreement shall be valid for the 2026-2027 school year.

IN WITNESS WHEREOF, Riverside Christian School and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2025), Dual Enrollment Articulation Agreements.

_____ _____

Date — Charlie Stone, Chair, District Board of Trustees, College of Central Florida

6/2/26 Ginney Keith _____

Date — Ginny Keith, Principal, Riverside Christian School

COLLEGE OF CENTRAL FLORIDA

15
AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Seven Rivers Christian School Articulation Agreement 2026-2027 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Seven Rivers Christian School. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these district inter-institutional agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement renewal with Seven Rivers Christian School and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And Seven Rivers Christian School
2026-2027

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Seven Rivers Christian School members – Kaylee Nelson, Principal; College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2026-2027 academic year will take precedence.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

a. References to *students* in this document, means any student enrolled in Seven Rivers Christian School
b. The College of Central Florida will provide information to Seven Rivers Christian School regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Seven Rivers Christian School in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Seven Rivers Christian School will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.
e. The College of Central Florida has the option to limit dual enrollment participation based on capacity.

f. Seven Rivers Christian School will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF. (Refer to section 13.a for detailed information)

3. A delineation of courses and programs available to students eligible to participate in dual enrollment.

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Seven Rivers Christian School to avoid unnecessary duplication of existing courses in grades 6-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish Seven Rivers Christian School with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. Seven Rivers Christian School will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2025).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Seven Rivers Christian School upon completion of the college term. Students with unsatisfactory progress will be reported to Seven Rivers Christian School immediately upon receipt of an Early Alert via email.

4. **A description of the process by which students and their parents exercise options to participate in the dual enrollment program**

   a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.
   b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students are required to complete the CF online Dual Enrollment application and provide all required application packet forms (Student Registration, Parent Permission, FERPA, High School Counselor Checklist) to the high school counselor. The parent/guardian must also sign and submit the COLLEGIATE ACADEMY Participation Approval Form to the high school counselor in order to participate in the CA program (available to students who have successfully completed 9th and 10th grade requirements only). The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.
   c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.
   d. **Registration:** Dual Enrollment information will be provided to Seven Rivers Christian School by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end ten (10) days before the start of the term.
   e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by Seven Rivers Christian School. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered. (Refer to section 9.c)

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

5. Student eligibility requirements for participation in the dual enrollment program.

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Seven Rivers Christian School shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in Seven Rivers Christian School and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2025) and rule 6A-10.0315, F.A.C.

d. Placement test scores for Reading, English/Writing and Algebra must be obtained for admission to the Dual Enrollment program. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students. Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530; PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.

f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).

g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.

h. Students must have earned four (4) high school level credits for consideration for Dual Enrollment courses. Students have an opportunity to participate in Dual Enrollment through Seven Rivers Christian School until they have successfully earned an associate's degree or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.

i. Students are no longer eligible for dual enrollment once they successfully graduate high school, Students who will graduate from high school before completion of the postsecondary course may not register for the course through Dual Enrollment. Seniors may NOT take summer courses as a dual enrollment student.

j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. Seniors may NOT take summer courses as a dual enrollment student.
k. Students are ineligible to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(j).
l. CF has the option to limit dual enrollment participation based on capacity.

6. A delineation of the high school credit earned for the passage of each dual enrollment course

a. Seven Rivers Christian School will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-**High School Subject Area Equivalency List** recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

7. A description of the process for informing students and their parents of college-level course expectations

a. CF will supply Seven Rivers Christian School with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

8. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis

a. There will be no exceptions made to the required grade point averages for dual enrollment.

9. The registration policies for dual enrollment courses as determined by the postsecondary institution

a. Registration for Dual Enrollment students taking classes on the CF campus will take place the same as all other students. Registration will stop ten days in advance of the start of the term to give Seven Rivers Christian School time to review registration. Changes must be confirmed within five (5) days.
b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.

c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
e. Courses will follow the academic calendar published on the CF website.

10. The responsibilities of Seven Rivers Christian School regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. Seven Rivers Christian School shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation. This verification will be conducted after grades are posted each semester. Seven Rivers Christian School will notify CF's Dual Enrollment Coordinator when a student's eligibility status changes.
c. Seven Rivers Christian School will work with students to review dual enrollment course plans and how those plans affect high school academics and high school graduation. For questions about how dual enrollment impacts students who are pursuing an AA or AS, students should contact academic advising at CF.
d. CF will provide academic advising services to Dual Enrollment students and monitor their progress and attendance in Dual Enrollment classes. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway.
e. Students will be informed of college-level course expectations.
f. Students attending Dual Enrollment classes held in college facilities will be subject to CF attendance policies. Required documentation of enrollment will be reported Seven Rivers Christian School.
g. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript Seven Rivers Christian School Grades will be securely electronically transmitted by the College of Central Florida to Seven Rivers Christian School.
h. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (c) for the appeals process.
i. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission by the Office of Admissions, may register and pay the required tuition and fees, and textbooks/ instructional materials for the summer session.

j. **CODE OF STUDENT CONDUCT:** Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.

k. **STUDENT RECORDS:** The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Seven Rivers Christian School.

a. Students with unsatisfactory progress reports should be counseled by Seven Rivers Christian School immediately upon notification by CF.

b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Seven Rivers Christian School Grades will be electronically transmitted securely by CF to the student's high school.

c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. The student must have graduated high school and have been admitted as a regular college student. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

12. A funding provision that delineates costs incurred by each entity.

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.

b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2025) will be funded by the FL Dual Enrollment Scholarship.

c. Seven Rivers Christian School shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore.

13. For students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1)(i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

b. Institutional responsibility for transportation: The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. MISCELLANEOUS

a. **Excess Funds:** Any party receiving funds erroneously paid by Seven Rivers Christian School under this Agreement shall promptly notify and return to the school such erroneously paid funds.

b. **Entire Understanding:** This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

c. **Amendments:** The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.

d. **Governing Law & Venue:** This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

e. **Compliance with Laws and Policies:** Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

f. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Seven Rivers Christian School ("School") shall:

   i. Keep and maintain public records required to perform the service.

   ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

   iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.

   iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

   If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2025).

g. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

h. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2025). This term shall survive the

termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

i. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

j. **No Third-Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

k. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

l. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

m. **Notices:** All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Raphel Robinson, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: Robinsra@cf.edu

Kaylee Nelson, Seven Rivers Christian School
4221 W Gulf to Lake Hwy
Lecanto, FL 34461
Email: knelson@sevenrivers.org,
Contact Number: 352-746-5696

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Seven Rivers Christian School. This Agreement shall be valid for the 2026-2027 school year.

IN WITNESS WHEREOF, Seven Rivers Christian School and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2025), Dual Enrollment Articulation Agreements.

Date	Charlie Stone, Chair, District Board of Trustees, College of Central Florida
5/28/26	Kaylee Nelson
Date	Kaylee Nelson, Principal, Seven Rivers Christian School

COLLEGE OF CENTRAL FLORIDA

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AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Souls Harbor Christian Academy Articulation Agreement 2026-2027 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Souls Harbor Christian Academy. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these district inter-institutional agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement renewal with Souls Harbor Christian Academy and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration
Between the District Board of Trustees of the College of Central Florida
And Souls Harbor Christian Academy
2026-2027

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Souls Harbor Christian Academy member – Rita Wicker, Principal; College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2026-2027 academic year will take precedence.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

a. References to *students* in this document, means any student enrolled in Souls Harbor Christian Academy
b. The College of Central Florida will provide information to Souls Harbor Christian Academy regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Souls Harbor Christian Academy in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Souls Harbor Christian Academy will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.
e. The College of Central Florida has the option to limit dual enrollment participation based on capacity.
f. Souls Harbor Christian Academy will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF. (Refer to section 13.a for detailed information)

3. **A delineation of courses and programs available to students eligible to participate in dual enrollment.**

   a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Souls Harbor Christian Academy to avoid unnecessary duplication of existing courses in grades 6-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
   b. The College of Central Florida will furnish Souls Harbor Christian Academy with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
   c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
   d. Souls Harbor Christian Academy will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
   e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
   f. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2025).
   g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
   h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Souls Harbor Christian Academy upon completion of the college term. Students with unsatisfactory progress will be reported to Souls Harbor Christian Academy immediately upon receipt of an Early Alert via email.

4. **A description of the process by which students and their parents exercise options to participate in the dual enrollment program**

a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students are required to complete the CF online Dual Enrollment application and provide all required application packet forms (Student Registration, Parent Permission, FERPA, High School Counselor Checklist) to the high school counselor. The parent/guardian must also sign and submit the COLLEGIATE ACADEMY Participation Approval Form to the high school counselor in order to participate in the CA program (available to students who have successfully completed 9th and 10th grade requirements only). The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

d. **Registration:** Dual Enrollment information will be provided to Souls Harbor Christian Academy by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end ten (10) days before the start of the term.

e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring

semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by Souls Harbor Christian Academy. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade –**If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered. (Refer to section 9.c)

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

5. Student eligibility requirements for participation in the dual enrollment program.

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Souls Harbor Christian Academy shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in Souls Harbor Christian Academy and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2025) and rule 6A-10.0315, F.A.C.

d. Placement test scores for Reading, English/Writing and Algebra must be obtained for admission to the Dual Enrollment program. Any combination of test scores may be

considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.

Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530; PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Students must have earned four (4) high school level credits for consideration for Dual Enrollment courses. Students have an opportunity to participate in Dual Enrollment through Souls Harbor Christian Academy until they have successfully earned an associate's degree or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.
i. Students are no longer eligible for dual enrollment once they successfully graduate high school, Students who will graduate from high school before completion of the postsecondary course may not register for the course through Dual Enrollment. Seniors may NOT take summer courses as a dual enrollment student.
j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. Seniors may NOT take summer courses as a dual enrollment student.
k. Students are ineligible to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(j).
l. CF has the option to limit dual enrollment participation based on capacity.

6. **A delineation of the high school credit earned for the passage of each dual enrollment course**

    a. Souls Harbor Christian Academy will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-**High School Subject Area Equivalency List** recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

7. **A description of the process for informing students and their parents of college-level course expectations**

    a. CF will supply Souls Harbor Christian Academy with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
    b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
    c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

8. **The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis**

    a. There will be no exceptions made to the required grade point averages for dual enrollment.

9. **The registration policies for dual enrollment courses as determined by the postsecondary institution**

    a. Registration for Dual Enrollment students taking classes on the CF campus will take place the same as all other students. Registration will stop ten days in advance of the start of the term to give Souls Harbor Christian Academy time to review registration. Changes must be confirmed within five (5) days.
    b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
    c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
    d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
    e. Courses will follow the academic calendar published on the CF website.

10. The responsibilities of Souls Harbor Christian Academy regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.

b. Souls Harbor Christian Academy shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation. This verification will be conducted after grades are posted each semester. Souls Harbor Christian Academy will notify CF's Dual Enrollment Coordinator when a student's eligibility status changes.

c. Souls Harbor Christian Academy will work with students to review dual enrollment course plans and how those plans affect high school academics and high school graduation. For questions about how dual enrollment impacts students who are pursuing an AA or AS, students should contact academic advising at CF.

d. CF will provide academic advising services to Dual Enrollment students and monitor their progress and attendance in Dual Enrollment classes. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway.

e. Students will be informed of college-level course expectations.

f. Students attending Dual Enrollment classes held in college facilities will be subject to CF attendance policies. Required documentation of enrollment will be reported Souls Harbor Christian Academy.

g. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript Souls Harbor Christian Academy Grades will be securely electronically transmitted by the College of Central Florida to Souls Harbor Christian Academy.

h. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (c) for the appeals process.

i. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission by the Office of Admissions, may register and pay the required tuition and fees, and textbooks/ instructional materials for the summer session.

j. **CODE OF STUDENT CONDUCT:** Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.

k. **STUDENT RECORDS:** The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g. Each party further agrees to comply with

§1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Souls Harbor Christian Academy.

a. Students with unsatisfactory progress reports should be counseled by Souls Harbor Christian Academy immediately upon notification by CF.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Souls Harbor Christian Academy Grades will be electronically transmitted securely by CF to the student's high school.
c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. The student must have graduated high school and have been admitted as a regular college student. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

12. A funding provision that delineates costs incurred by each entity.

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2025) will be funded by the FL Dual Enrollment Scholarship.
c. Souls Harbor Christian Academy shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore.

13. For students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1)(i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.
b. Institutional responsibility for transportation: The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. <u>MISCELLANEOUS</u>

a. **<u>Excess Funds</u>:** Any party receiving funds erroneously paid by Souls Harbor Christian Academy under this Agreement shall promptly notify and return to the school such erroneously paid funds.

Articulation Agreement for College and Career Acceleration
Between the District Board of Trustees of the College of Central Florida
And Souls Harbor Christian Academy
2026-2027

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Souls Harbor Christian Academy member – Rita Wicker, Principal; College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2026-2027 academic year will take precedence.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

a. References to *students* in this document, means any student enrolled in Souls Harbor Christian Academy
b. The College of Central Florida will provide information to Souls Harbor Christian Academy regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Souls Harbor Christian Academy in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Souls Harbor Christian Academy will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.
e. The College of Central Florida has the option to limit dual enrollment participation based on capacity.
f. Souls Harbor Christian Academy will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF. (Refer to section 13.a for detailed information)

3. **A delineation of courses and programs available to students eligible to participate in dual enrollment.**

   a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Souls Harbor Christian Academy to avoid unnecessary duplication of existing courses in grades 6-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
   b. The College of Central Florida will furnish Souls Harbor Christian Academy with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
   c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
   d. Souls Harbor Christian Academy will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
   e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
   f. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2025).
   g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
   h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Souls Harbor Christian Academy upon completion of the college term. Students with unsatisfactory progress will be reported to Souls Harbor Christian Academy immediately upon receipt of an Early Alert via email.

4. **A description of the process by which students and their parents exercise options to participate in the dual enrollment program**

a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students are required to complete the CF online Dual Enrollment application and provide all required application packet forms (Student Registration, Parent Permission, FERPA, High School Counselor Checklist) to the high school counselor. The parent/guardian must also sign and submit the COLLEGIATE ACADEMY Participation Approval Form to the high school counselor in order to participate in the CA program (available to students who have successfully completed 9th and 10th grade requirements only). The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

d. **Registration:** Dual Enrollment information will be provided to Souls Harbor Christian Academy by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end ten (10) days before the start of the term.

e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring

semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by Souls Harbor Christian Academy. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered. (Refer to section 9.c)

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

5. Student eligibility requirements for participation in the dual enrollment program.

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Souls Harbor Christian Academy shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in Souls Harbor Christian Academy and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2025) and rule 6A-10.0315, F.A.C.

d. Placement test scores for Reading, English/Writing and Algebra must be obtained for admission to the Dual Enrollment program. Any combination of test scores may be

considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.

Cut scores for the three placement tests are as follows:

	Reading	English	Algebra
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	Math
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530; PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Students must have earned four (4) high school level credits for consideration for Dual Enrollment courses. Students have an opportunity to participate in Dual Enrollment through Souls Harbor Christian Academy until they have successfully earned an associate's degree or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.
i. Students are no longer eligible for dual enrollment once they successfully graduate high school, Students who will graduate from high school before completion of the postsecondary course may not register for the course through Dual Enrollment. Seniors may NOT take summer courses as a dual enrollment student.
j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. Seniors may NOT take summer courses as a dual enrollment student.
k. Students are ineligible to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(j).
l. CF has the option to limit dual enrollment participation based on capacity.

6. **A delineation of the high school credit earned for the passage of each dual enrollment course**

    a. Souls Harbor Christian Academy will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-**High School Subject Area Equivalency List** recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

7. **A description of the process for informing students and their parents of college-level course expectations**

    a. CF will supply Souls Harbor Christian Academy with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
    b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
    c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

8. **The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis**

    a. There will be no exceptions made to the required grade point averages for dual enrollment.

9. **The registration policies for dual enrollment courses as determined by the postsecondary institution**

    a. Registration for Dual Enrollment students taking classes on the CF campus will take place the same as all other students. Registration will stop ten days in advance of the start of the term to give Souls Harbor Christian Academy time to review registration. Changes must be confirmed within five (5) days.
    b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
    c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
    d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
    e. Courses will follow the academic calendar published on the CF website.

10. The responsibilities of Souls Harbor Christian Academy regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.

b. Souls Harbor Christian Academy shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation. This verification will be conducted after grades are posted each semester. Souls Harbor Christian Academy will notify CF's Dual Enrollment Coordinator when a student's eligibility status changes.

c. Souls Harbor Christian Academy will work with students to review dual enrollment course plans and how those plans affect high school academics and high school graduation. For questions about how dual enrollment impacts students who are pursuing an AA or AS, students should contact academic advising at CF.

d. CF will provide academic advising services to Dual Enrollment students and monitor their progress and attendance in Dual Enrollment classes. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway.

e. Students will be informed of college-level course expectations.

f. Students attending Dual Enrollment classes held in college facilities will be subject to CF attendance policies. Required documentation of enrollment will be reported Souls Harbor Christian Academy.

g. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript Souls Harbor Christian Academy Grades will be securely electronically transmitted by the College of Central Florida to Souls Harbor Christian Academy.

h. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (c) for the appeals process.

i. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission by the Office of Admissions, may register and pay the required tuition and fees, and textbooks/ instructional materials for the summer session.

j. **CODE OF STUDENT CONDUCT:** Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.

k. **STUDENT RECORDS:** The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g. Each party further agrees to comply with

§1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

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a. Students with unsatisfactory progress reports should be counseled by Souls Harbor Christian Academy immediately upon notification by CF.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Souls Harbor Christian Academy Grades will be electronically transmitted securely by CF to the student's high school.
c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. The student must have graduated high school and have been admitted as a regular college student. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

12. A funding provision that delineates costs incurred by each entity.

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2025) will be funded by the FL Dual Enrollment Scholarship.
c. Souls Harbor Christian Academy shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore.

13. For students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1)(i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.
b. Institutional responsibility for transportation: The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. <u>MISCELLANEOUS</u>

a. **<u>Excess Funds</u>:** Any party receiving funds erroneously paid by Souls Harbor Christian Academy under this Agreement shall promptly notify and return to the school such erroneously paid funds.

b. **Entire Understanding:** This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

c. **Amendments:** The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.

d. **Governing Law & Venue:** This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

e. **Compliance with Laws and Policies:** Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

f. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Souls Harbor Christian Academy ("School") shall:

   i. Keep and maintain public records required to perform the service.

   ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

   iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.

   iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

   If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2025).

g. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

h. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2025). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

i. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

j. **No Third-Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

k. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

l. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

m. **Notices:** All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Raphel Robinson, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: Robinsra@cf.edu

Rita Wicker, Souls Harbor Christian Academy
12650 SE County Hwy 484
Belleview, FL 34420
Email: rwicker@shcaonline.com
Contact Number: (352) 245-6252

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Souls Harbor Christian Academy. This Agreement shall be valid for the 2026-2027 school year.

IN WITNESS WHEREOF, Souls Harbor Christian Academy and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by

their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2025), Dual Enrollment Articulation Agreements.

Date	Charlie Stone, Chair, District Board of Trustees, College of Central Florida
5/12/26	Rita Wicker
Date	Rita Wicker, Principal, Souls Harbor Christian Academy

COLLEGE OF CENTRAL FLORIDA

17

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Trinity Catholic High School Articulation Agreement 2026-2027 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Trinity Catholic High School. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these District Inter-institutional Agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement with Trinity Catholic High School and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And Trinity Catholic High School
2026-2027

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Trinity Catholic High School members – Tammie Vassou, Principal; College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2026-2027 academic year will take precedence.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

a. References to *students* in this document, means any student enrolled in Trinity Catholic High School
b. The College of Central Florida will provide information to Trinity Catholic High School regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Trinity Catholic High School in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Trinity Catholic High School will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.
e. The College of Central Florida has the option to limit dual enrollment participation based on capacity.

f. Trinity Catholic High School will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF. (Refer to section 13.a for detailed information)

3. A delineation of courses and programs available to students eligible to participate in dual enrollment.

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Trinity Catholic High School to avoid unnecessary duplication of existing courses in grades 6-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish Trinity Catholic High School with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. Trinity Catholic High School will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2025).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Trinity Catholic High School upon completion of the college term. Students with unsatisfactory progress will be reported to Trinity Catholic High School immediately upon receipt of an Early Alert via email.

4. **A description of the process by which students and their parents exercise options to participate in the dual enrollment program**

   a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

   b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students are required to complete the CF online Dual Enrollment application and provide all required application packet forms (Student Registration, Parent Permission, FERPA, High School Counselor Checklist) to the high school counselor. The parent/guardian must also sign and submit the COLLEGIATE ACADEMY Participation Approval Form to the high school counselor in order to participate in the CA program (available to students who have successfully completed 9th and 10th grade requirements only). The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

   c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

   d. **Registration:** Dual Enrollment information will be provided to Trinity Catholic High School by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end ten (10) days before the start of the term.

   e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

   f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual

enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by Trinity Catholic High School. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered. (Refer to section 9.c)

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

5. Student eligibility requirements for participation in the dual enrollment program.

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Trinity Catholic High School shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in Trinity Catholic High School and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2025) and rule 6A-10.0315, F.A.C.

d. Placement test scores for Reading, English/Writing and Algebra must be obtained for admission to the Dual Enrollment program. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.
Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530; PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Students must have earned four (4) high school level credits for consideration for Dual Enrollment courses. Students have an opportunity to participate in Dual Enrollment through Trinity Catholic High School until they have successfully earned an associate's degree or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.
i. Students are no longer eligible for dual enrollment once they successfully graduate high school, Students who will graduate from high school before completion of the postsecondary course may not register for the course through Dual Enrollment. Seniors may NOT take summer courses as a dual enrollment student.
j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. Seniors may NOT take summer courses as a dual enrollment student.

k. Students are ineligible to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(j).
l. CF has the option to limit dual enrollment participation based on capacity.

6. A delineation of the high school credit earned for the passage of each dual enrollment course

a. Trinity Catholic High School will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-**High School Subject Area Equivalency List** recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment. -

7. A description of the process for informing students and their parents of college-level course expectations

a. CF will supply Trinity Catholic High School with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

8. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis

a. There will be no exceptions made to the required grade point averages for dual enrollment.

9. The registration policies for dual enrollment courses as determined by the postsecondary institution

a. Registration for Dual Enrollment students taking classes on the CF campus will take place the same as all other students. Registration will stop ten days in advance of the start of the term to give Trinity Catholic High School time to review registration. Changes must be confirmed within five (5) days.
b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.

d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
e. Courses will follow the academic calendar published on the CF website.

10. The responsibilities of Trinity Catholic High School regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. Trinity Catholic High School shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation. This verification will be conducted after grades are posted each semester. Trinity Catholic High School will notify CF's Dual Enrollment Coordinator when a student's eligibility status changes.
c. Trinity Catholic High School will work with students to review dual enrollment course plans and how those plans affect high school academics and high school graduation. For questions about how dual enrollment impacts students who are pursuing an AA or AS, students should contact academic advising at CF.
d. CF will provide academic advising services to Dual Enrollment students and monitor their progress and attendance in Dual Enrollment classes. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway.
e. Students will be informed of college-level course expectations.
f. Students attending Dual Enrollment classes held in college facilities will be subject to CF attendance policies. Required documentation of enrollment will be reported Trinity Catholic High School.
g. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript Trinity Catholic High School Grades will be securely electronically transmitted by the College of Central Florida to Trinity Catholic High School.
h. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (c) for the appeals process.
i. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission by the Office of Admissions, may register and pay the required tuition and fees, and textbooks/ instructional materials for the summer session.
j. **CODE OF STUDENT CONDUCT:** Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.

k. **STUDENT RECORDS:** The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Trinity Catholic High School.

a. Students with unsatisfactory progress reports should be counseled by Trinity Catholic High School immediately upon notification by CF.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Trinity Catholic High School Grades will be electronically transmitted securely by CF to the student's high school.
c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. The student must have graduated high school and have been admitted as a regular college student. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

12. A funding provision that delineates costs incurred by each entity.

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2025) will be funded by the FL Dual Enrollment Scholarship.
c. Trinity Catholic High School shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore.

13. For students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1)(i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.
b. Institutional responsibility for transportation: The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. <u>MISCELLANEOUS</u>

a. **Excess Funds:** Any party receiving funds erroneously paid by Trinity Catholic High School under this Agreement shall promptly notify and return to the school such erroneously paid funds.
b. **Entire Understanding:** This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.
c. **Amendments:** The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.
d. **Governing Law & Venue:** This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.
e. **Compliance with Laws and Policies:** Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.
f. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Trinity Catholic High School ("School") shall:
    i. Keep and maintain public records required to perform the service.
    ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
    iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.
    iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

    If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2025).
g. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.
h. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2025). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully

binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

i. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

j. **No Third-Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

k. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

l. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

m. **Notices:** All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Raphel Robinson, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: Robinsra@cf.edu

Mr. Lou Pereira, President, Trinity Catholic High School
2600 SW 42nd St
Ocala, FL 34471
Email: tvassou@tchs.us
Contact Number: 352-622-9025 Ext 1106

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Trinity Catholic High School. This Agreement shall be valid for the 2026-2027 school year.

IN WITNESS WHEREOF, Trinity Catholic High School and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2025), Dual Enrollment Articulation Agreements.

Date	Charlie Stone, Chair, District Board of Trustees, College of Central Florida
5/20/26	Lou Pereira
Date	Mr. Lou Pereira, President, Trinity Catholic High School

COLLEGE OF CENTRAL FLORIDA

18

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: West Coast Christian School Articulation Agreement 2026-2027 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the West Coast Christian School. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these district inter-institutional agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement with West Coast Christian School and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And West Coast Christian School
2026-2027

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The Articulation Committee that has negotiated/drafted the agreement include: West Coast Christian School member: Laree Pringle, Owner/Manager; College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2026-2027 academic year will take precedence.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

a. References to *students* in this document, means any student enrolled in West Coast Christian School
b. The College of Central Florida will provide information to West Coast Christian School regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. West Coast Christian School in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. West Coast Christian School will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.
e. The College of Central Florida has the option to limit dual enrollment participation based on capacity.

f. West Coast Christian School will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF. (Refer to section 13.a for detailed information)

3. A delineation of courses and programs available to students eligible to participate in dual enrollment.

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and West Coast Christian School to avoid unnecessary duplication of existing courses in grades 6-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish West Coast Christian School with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. West Coast Christian School will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2025).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to West Coast Christian School upon completion of the college term. Students with unsatisfactory progress will be reported to West Coast Christian School immediately upon receipt of an Early Alert via email.

4. **A description of the process by which students and their parents exercise options to participate in the dual enrollment program**

   a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

   b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students are required to complete the CF online Dual Enrollment application and provide all required application packet forms (Student Registration, Parent Permission, FERPA, High School Counselor Checklist) to the high school counselor. The parent/guardian must also sign and submit the COLLEGIATE ACADEMY Participation Approval Form to the high school counselor in order to participate in the CA program (available to students who have successfully completed 9th and 10th grade requirements only). The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

   c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

   d. **Registration:** Dual Enrollment information will be provided to West Coast Christian School by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end ten (10) days before the start of the term.

   e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

   f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may

register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by West Coast Christian School. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered. (Refer to section 9.c)

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

5. Student eligibility requirements for participation in the dual enrollment program.

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. West Coast Christian School shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in West Coast Christian School and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2025) and rule 6A-10.0315, F.A.C.

d. Placement test scores for Reading, English/Writing and Algebra must be obtained for admission to the Dual Enrollment program. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students. Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530; PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Students must have earned four (4) high school level credits for consideration for Dual Enrollment courses. Students have an opportunity to participate in Dual Enrollment through West Coast Christian School until they have successfully earned an associate's degree or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.
i. Students are no longer eligible for dual enrollment once they successfully graduate high school, Students who will graduate from high school before completion of the postsecondary course may not register for the course through Dual Enrollment. Seniors may NOT take summer courses as a dual enrollment student.
j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. Seniors may NOT take summer courses as a dual enrollment student.
k. Students are ineligible to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(j).

1. CF has the option to limit dual enrollment participation based on capacity.

6. A delineation of the high school credit earned for the passage of each dual enrollment course

a. West Coast Christian School will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-**High School Subject Area Equivalency List** recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

7. A description of the process for informing students and their parents of college-level course expectations

a. CF will supply West Coast Christian School with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

8. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis

a. There will be no exceptions made to the required grade point averages for dual enrollment.

9. The registration policies for dual enrollment courses as determined by the postsecondary institution

a. Registration for Dual Enrollment students taking classes on the CF campus will take place the same as all other students. Registration will stop ten days in advance of the start of the term to give West Coast Christian School time to review registration. Changes must be confirmed within five (5) days.
b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.

e. Courses will follow the academic calendar published on the CF website.

10. The responsibilities of West Coast Christian School regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. West Coast Christian School shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation. This verification will be conducted after grades are posted each semester. West Coast Christian School will notify CF's Dual Enrollment Coordinator when a student's eligibility status changes.
c. West Coast Christian School will work with students to review dual enrollment course plans and how those plans affect high school academics and high school graduation. For questions about how dual enrollment impacts students who are pursuing an AA or AS, students should contact academic advising at CF.
d. CF will provide academic advising services to Dual Enrollment students and monitor their progress and attendance in Dual Enrollment classes. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway.
e. Students will be informed of college-level course expectations.
f. Students attending Dual Enrollment classes held in college facilities will be subject to CF attendance policies. Required documentation of enrollment will be reported West Coast Christian School.
g. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript West Coast Christian School Grades will be securely electronically transmitted by the College of Central Florida to West Coast Christian School.
h. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (c) for the appeals process.
i. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission by the Office of Admissions, may register and pay the required tuition and fees, and textbooks/ instructional materials for the summer session.
j. **CODE OF STUDENT CONDUCT:** Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.
k. **STUDENT RECORDS:** The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g. Each party further agrees to comply with

§1002.22, Fla. Stat. (2025) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to West Coast Christian School.

a. Students with unsatisfactory progress reports should be counseled by West Coast Christian School immediately upon notification by CF.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by West Coast Christian School Grades will be electronically transmitted securely by CF to the student's high school.
c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. The student must have graduated high school and have been admitted as a regular college student. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

12. A funding provision that delineates costs incurred by each entity.

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2025) will be funded by the FL Dual Enrollment Scholarship.
c. West Coast Christian School shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore.

13. For students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1)(i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.
b. Institutional responsibility for transportation: The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. <u>MISCELLANEOUS</u>

a. **<u>Excess Funds</u>:** Any party receiving funds erroneously paid by West Coast Christian School under this Agreement shall promptly notify and return to the school such erroneously paid funds.
b. **<u>Entire Understanding</u>:** This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

c. **Amendments:** The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.

d. **Governing Law & Venue:** This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

e. **Compliance with Laws and Policies:** Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

f. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, West Coast Christian School ("School") shall:

   i. Keep and maintain public records required to perform the service.
   ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
   iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.
   iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

   If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2025).

g. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

h. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2025). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

i. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

j. **No Third-Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

k. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

l. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

m. **Notices:** All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Raphel Robinson, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: Robinsra@cf.edu

Laree Pringle, West Coast Christian School
4081 N. Citrus Avenue,
Crystal River, FL 34428
Email: wccslions@yahoo.com
Contact Number: (352) 228-4140

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of West Coast Christian School. This Agreement shall be valid for the 2026-2027 school year.

IN WITNESS WHEREOF, West Coast Christian School and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2025), Dual Enrollment Articulation Agreements.

Date	Charlie Stone, Chair, District Board of Trustees, College of Central Florida
5/20/20	Laree Pringle
Date	Laree Pringle, Owner/Manager, West Coast Christian School

COLLEGE OF CENTRAL FLORIDA

19

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: President's Contract Addendum

INITIATOR: Dr. James D. Henningsen
President

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

The president's contract addendum is presented for action and has been reviewed by the college attorney.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the president's contract addendum.

COLLEGE OF CENTRAL FLORIDA

20

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Agreement Regarding Policital Activity of College Employee

INITIATOR: Dr. Jennifer Fryns, Vice President of Workforce Development and Innovation

DATE: June 17, 2026

BACKGROUND AND PERTINENT FACTS:

The proposed agreement governs the rights and responsibilities of Michael Mills, a College of Central Florida adjunct faculty member and potential candidacy for School Board of Marion County . The agreement is intended to clarify the ethical obligations and guidelines for balancing Mr. Mills candidacy with duties as an employee of the College.

RECOMMENDATION/ACTION REQUESTED:

Staff requests that the District Board of Trustees approve the “Agreement Regarding Political Activity of College Employee “ and grants authorization to the Board Chair to execute said agreement on behalf of the College.

AGREEMENT REGARDING POLITICAL ACTIVITY OF COLLEGE EMPLOYEE

THIS AGREEMENT CONCERNING POLITICAL ACTIVITY OF COLLEGE EMPLOYEE ("Agreement") is entered into effective this 24 day of June, 2026 ("Effective Date") (although it may be executed by the parties on other dates), by and between:

- The District Board of Trustees of the College of Central Florida, a political subdivision of the State of Florida ("College"); and

- Michael Mills, Individually ("Employee").

WHEREAS:

A. College Policy 3.14 addresses political activities by College employees, requiring any College employee who wishes to seek an elected public office to establish a specific agreement approved by the President and the Board relative to his/her activities in campaigning for that office.

B. Employee wishes to seek an elected public office of Marion County School Board.

C. The parties agree that the Employee will pursue elected public office, subject to the restrictions and guidelines agreed upon or referenced herein.

NOW THEREFORE, in consideration of the matters set forth above (which are incorporated herein by reference), the exchange of the mutual promises set forth herein, and other good and valuable consideration, the parties hereto agree as follows:

1. Employee is currently an employee of the College.

2. Employee is hereby authorized seek the elected office of Marion County School Board during the 2026 election cycle, subject to the terms of this Agreement.

3. Employee understands that throughout his/her candidacy, it is Employee's responsibility to refrain from any and all activities that would interfere with his/her employment at the College or violate Florida law, including but not limited to the Florida Code of Ethics. In furtherance of this responsibility, Employee specifically agrees as follows:

3.1. Employee's duties and activities campaigning for elected office shall not give rise to a situation in which regard for a private or local interest leads to a disregard of Employee's duties as a College employee or the failure to discharge said duties.

3.2. Employee shall not campaign, solicit political support, or be involved in the preparation, production or dissemination of political materials during College work hours.

3.3. Employee shall not utilize College office space, supplies, personnel, or equipment in the preparation, production or dissemination of any political literature or materials related to Employee's candidacy.

3.4. Employee acknowledges receipt of the Florida Commission on Ethics "Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees." Further, Employee agrees to review same, as well as relevant Florida law, and discharge his/her respective duties as an employee of the College of Central Florida and a candidate for elected office in a legal and ethical manner.

3.5. Employee shall not solicit campaign contributions from employees of the College of Central Florida, students of the College of Central Florida, or persons or entities who do business with Employee's department at the College of Central Florida. Further, Employee shall not actively campaign in a manner that disrupts or interferes with the duties of other College employees.

3.6. The parties agree that subparagraphs 3.1-3.5 are examples of ways in which Employee is required to comply with paragraph 3, above, but that the list is not exhaustive. Compliance with paragraph 3, above, requires Employee to abstain from any action or inaction that would interfere or be inconsistent with his/her duties as a College employee.

4. Nothing set forth herein shall release or otherwise effect existing contractual rights and responsibilities of the parties related to Employee's employment at the College. However, Employee acknowledges that violation of this Agreement may constitute a violation of College Policy 3.14 and cause for termination of his/her employment.

5. Nothing set forth herein shall obligate the College to authorize Employee to seek an elected office that is not specifically referenced in Paragraph 2, above.

6. This Agreement does not concern Employee's continued employment by the College in the event Employee is successful and elected to the office set forth herein. In such case, the parties acknowledge and agree that such outside employment would interfere with Employee's assigned duties and responsibilities and conflict with College Policy 6.03. Thus, if elected, Employee will resign from his/her employment with College in order to focus his/her time and attention on discharging the duties of elected office.

IN WITNESS HEREOF, the parties hereto have hereunto executed this instrument for the purpose herein expressed, effective the day and year above written.

DISTRICT BOARD OF TRUSTEES OF THE COLLEGE OF CENTRAL FLORIDA

_____
Joyce Brancato, Vice-Chair

Date: _____

MICHAEL MILLS

_____
Michael Mills

Date: _____

COLLEGE OF CENTRAL FLORIDA

21

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Student and Mandatory Fees 2026-2027

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

BACKGROUND AND PERTINENT FACTS:

State Board of Education Rules and Florida Statutes require Board approval of student and mandatory fees prior to publication in the college catalog. We are presenting for public hearing all student fees for fiscal year 2026-2027.

The student and mandatory fees presented include tuition, out-of-state, and other fees charged as part of registration for courses and other services provided by the college. All fees are within the guidelines established by the Legislature and the State Board of Education. The recommendations presented do not have an increase in tuition or standard fees. Individual course and testing fees may change due to costs of actual materials.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Student and Mandatory Fees for fiscal year 2026-2027.

COLLEGE of CENTRAL FLORIDA







Student Fees 2026-2027

COLLEGE of CENTRAL FLORIDA

STUDENT FEES FOR 2026 – 2027

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College of Central Florida offers equal access and opportunity in employment, admissions and educational activities. The college will not discriminate on the basis of race, color, ethnicity, religion, sex, age, marital status, national origin, genetic information, veteran status or disability status and any other factors prohibited under applicable federal, state, and local civil rights laws and regulations in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this policy statement, the college will not tolerate such conduct. The Title IX Coordinator has been designated to handle inquiries regarding nondiscrimination policies and can be contacted at the Ocala Campus, 3001 S.W. College Road, at 352-291-4410 or Compliance@cf.edu.

COLLEGE of CENTRAL FLORIDA
Student Fees for 2026-2027

Advanced & Professional, Postsecondary Vocational and College Preparatory

	Resident	Non-Resident
Tuition	82.78	82.78
Out-of-State	N/A	248.34
Financial Aid	4.14	16.56
Technology	4.14	16.56
Student Activity	8.28	8.28
Capital Improvement	13.58	65.68
TOTAL PER CREDIT HOUR:	**$112.92**	**$438.20**

Postsecondary Adult Vocational

	Resident	Non-Resident
Tuition	73.40	73.40
Out-of-State	N/A	220.19
Financial Aid	7.34	29.36
Technology	3.67	14.68
Capital Improvement	3.67	14.68
TOTAL PER VOCATIONAL CREDIT HOUR:	**$88.08**	**$352.31**

Baccalaureate Degree
(3xxx & 4xxx Level Courses)

	Resident	Non-Resident
Tuition	95.45	95.45
Out-of-State	N/A	353.16
Financial Aid	4.77	22.42
Technology	4.77	22.42
Student Activity	9.54	9.54
Capital Improvement	14.74	88.40
TOTAL PER CREDIT HOUR:	**$129.27**	**$591.39**

Adult Education and Vocational Preparatory (VPI)

	Resident	Non-Resident
Tuition	30.00 / term	30.00 / term
TOTAL:	**$30.00 / term**	**$30.00 / term**

GENERAL FEES[1]
2026 – 2027

Admission Application Fee	$30.00[1]
International Education Application Fee	$30.00
Transcript Fee (each request)	$8.75
Credit by examination/Experiential Learning (Departmental Exam)	$100.00
Distance Learning Course User Fee (per credit hour)	$10.00
Parking Decal (additional and replacement)	$5.00
ID Card Replacement	$5.00
Pre-Admission Background Check Healthcare, Law Enforcement/Corrections, Education	$55.00[2]
Background Screening for Licensure	$79.00
Substance Screening for Health Sciences and Internship Programs	$29.00
Health Science Pre-Clinical Compliance Screening	$99.00
Duplicate Diploma	$25.00
Community Library Borrowers ID Card	$10.00
Online Proctoring and Verification of Student Identity (paid through Honorlock)	Varies[3]
Labster Lab Simulation Fee	$82.22[4]

FINES and PENALTIES

Stop Payment on CF Check	$25.00
Stop Payment Individual Check	$25.00
Non-Sufficient Funds Checks	as per Florida Statute 68.065(2)
Amount of Check $.01 to $50.00	$25.00
Amount of Check $50.01 to $300.00	$30.00
Over $300	$40.00
Credit Card Charge Back	$20.00
Nelnet-Credit Card Convenience Fee	3.00%
International Credit Card Convenience Fee	4.25%
Parking and other Citations	$15.00
Handicap Parking Citation	$50.00
Towing	Charges determined by tow truck operator
Lost/Damaged library materials	Replacement costs

INSTRUCTIONAL FEES AND MATERIALS SUPPLIES (ESTIMATED)

Law Enforcement Students (estimated)	Varied
Corrections Students (estimated)	Varied
Occupational Materials and Supplies (sold at bookstore except for Health Sciences Skills Kits - not sold at bookstore and price varies)	Varied
Nursing Skills, Surgical Technology, Physical Therapy Assistant, Nursing Pins	Varied
Cap and Gown Bundle (sold at bookstore)	Varied
Course Material Access Fee	$20.67[5]

LEARNING SUPPORT CENTER

CF Students	No Charge
University Partners	No Charge
Vocational Preparatory Students (VPI)	No Charge
Adult Education Students (GED)	No Charge

[1] The President has authority and discretion to waive, but not to raise, user fees and fines enumerated in Section 1009.23, Florida Statutes, in unique situations or circumstances in which it is deemed a waiver to be in the best interest of the College

[2] Payable before registration; subject to change without notice

[3] Fee based number of exams

[4] Fee assessed only for sections using the Labster supplemental lab simulation program

[5] Per credit hour fee for course materials from bookstore. Students have the ability to opt out

2026-2027 LAB AND SPECIAL COURSE FEES

COURSE NUMBER	TITLE	LAB FEE
ACG1949	Accounting Co-Op I	$13.56
ACG2450	Integrated Accounting	$135.00
AEB1949	Agribusiness Internship	$13.56
AGG2001	Introduction to Food Science	$40.00
AGR1234	Forage Science and Range Management	$19.00
ANS1016	Basic Horse Handling and Safety	$9.39
ANS1073C	Equine Anatomy and Physiology	$6.86
ANS1237C	Equine Health Care	$5.85
ANS2074C	Injury and Rehabilitation of Horses	$9.87
ANS2075	Equine Locomotion	$8.63
ANS2232C	Advanced Horse Handling Skills	$9.39
ANS1949	Equine Co-Op I	$13.56
ANS3950	Equine Practicum	$13.56
ANS4218	Equine Learning Theory	$13.56
ANT2825	Anthropology Field School	$30.00
AOM2316	Agricultural Machinery and Equipment	$23.00
ART1201C	Basic Design I	$20.00
ART1300C	Freehand Drawing I	$4.50
ART1400	Printmaking I	$90.00
ART1500C	Painting I	$23.00
ART2203C	Basic Design II	$47.00
ART2301C	Freehand Drawing II	$33.00
ART2401	Printmaking II	$80.00
ART2501C	Painting II	$60.00
ART2701C	Sculpture I	$40.00
ART2702C	Sculpture II	$40.00
ART2750C	Ceramics I	$ 58.00
ART2751C	Ceramics II	$ 58.00
ATE2623	Equine First Aid	$7.52
BSC1005L	Introduction to Biology Lab	$20.00
BSC2010L	Integrated Principles of Biology Laboratory I	$20.00
BSC2011L	Integrated Principles of Biology Laboratory II	$20.00
BSC2085L	Human Anatomy and Physiology I Lab	$30.00
BSC2086L	Human Anatomy and Physiology II Lab	$30.00
CCJ1949	Criminal Justice Co-Op I	$13.56
CET1114	Digital Circuits	$30.00
CET2180	Practical PC Technician	$298.00
CGS1949	Computer Information Co-Op	$13.56
CGS2103	Spreadsheet Applications	$131.00
CHM1025L	Introductory Chemistry Laboratory	$30.00
CHM1032L	Chemistry for Health-Related Fields Lab	$30.00
CHM2045L	General Chemistry I Lab	$30.00
CHM2046L	General Chemistry II Lab	$30.00
CHM2210L	Organic Chemistry I Lab	$30.00
CHM2211L	Organic Chemistry II Lab	$30.00
CJK0002	Introduction to Law Enforcement	$60.67
CJK0016	Communications	$1.50
CJK0018	Legal	$2.25
CJK0019	Interviewing and Report Writing	$6.60
CJK0020	Vehicle Operations	$238.81
CJK0021	Serving Your Community	$2.25
CJK0031	First Aid for Criminal Justice Officers	65.00
CJK0040	Firearms	$636.40

COURSE NUMBER	TITLE	LAB FEE
CJK0051	Defensive Tactics	$254.10
CJK0063	Fundamentals of Patrol	$37.50
CJK0065	Calls for Service	$1.00
CJK0072	Crimes Against Persons	$26.76
CJK0079	Crime Scene Follow-up Investigations	$13.79
CJK0093	Critical Incidents	$97.93
CJK0096	Physical Fitness for Law Enforcement	$45.47
CJK0111	Interview and Report Writing in Corrections	$1.00
CJK0301	Introduction to Corrections	$25.00
CJK0326	Supervising Correctional Populations	$1.00
CJK0327	Shift Management and Safety	$6.00
CJK0336	Incidents and Emergencies in Correctional Facilities	$1.00
CJK0340	Officer Wellness and Physical Abilities	$30.15
CJK0355	Legal for Correctional Officers	$1.00
CJK0393	Crossover Program Updates	$5.40
CJK0400	Traffic Incidents	$4.86
CJK0401	Traffic Stops	$74.68
CJK0402	Traffic Crash Investigations	$15.86
CJK0403	DUI Traffic Stops	$44.92
CJK0421	Conducted Electrical Weapon/Dart Firing Stun Gun	$13.91
COM3120	Organizational Communications	$39.00
CTS2120	Security Fundamentals	$303.00
CTS2134	Network Fundamentals	$216.00
CTS2375	Cloud+	$216.00
CVT1205C	Cardiovascular Pharmacology and EKG Management	$25.48
CVT1800L	Cardiovascular Clinical Pre-Practicum I	$202.62
CVT1802L	Noninvasive Pre-Practicum	$46.30
CVT2620C	Cardiovascular Noninvasive Practicum I	$163.56
CVT2840L	Cardiovascular Invasive Practicum I	$185.56
CVT2841L	Cardiovascular Invasive Practicum II	$22.00
CVT2845L	Cardiovascular Invasive Practicum II	$22.00
DEA1806L	Clinic Practice I	$337.98
DEA1855L	Clinic Practice II	$324.42
DEA1856L	Clinic Practice III	$78.17
DEA1949	Dental Internship Co-Op I	$15.00
DEH1000L	Introduction to Dental Hygiene Lab	$1,250.90
DEH1003L	Fundamentals of Dental Hygiene and Instrumentation Lab	$2,055.92
DEH1800L	Dental Hygiene Clinic I	$2,725.70
DEH1802L	Dental Hygiene Clinic II	$114.51
DEH2293	Professional Development	$150.00
DEH2702C	Community and public Dental Health with Lab	$75.00
DEH2804C	Dental Hygiene III	$880.00
DEH2806L	Dental Hygiene IV	$1,443.56
DES1051C	Dental Pain Control and Local Anesthesia with Lab	$165.33
DES1100L	Dental Materials Lab	$86.53
DES1200L	Dental Radiology Lab	$260.64
DES1502	Dental Office Management	$20.00
DES1806L	Introduction to Clinical Procedures Lab	$503.34
DES2832C	Expanded Functions with Lab	$190.39
DIG1949	Digital Media Co-Op I	$6.00
DIG1950	Digital Media Co-Op II	$13.56

COURSE NUMBER	TITLE	LAB FEE
DIG2109C	Digital Imaging and Fundamentals	$81.00
DIG2280C	Digital Video and Sounds	$22.00
EDP4503	Assessment, Evaluation and Diagnosis of the Young Child	$135.00
EEC3012	Introduction to Advanced Studies in Early Childhood Education	$280.00
EEC4219	Integrated Math and Science for Young Children	$150.00
EEC4940	Internship in Early Childhood Education	$52.00
EET1015	DC Circuits	$43.50
EET1025	AC Circuits	$15.46
EET1082	Introduction to Electronics	$34.00
EET1084	Survey of Electronics	$32.56
EET1140	Electronic Devices and Circuits	$69.86
EET1155	Linear Integrated Circuits	$41.00
EET1610	High Liability Soldering	$75.79
EET1620	Advanced Surface Mount Soldering	$123.00
EGS1949	Engineering Technology Co-Op I	$13.56
EGN1111	Engineering Graphics	$101.50
EMS1119L	Fundamentals EMT Skills Lab	$238.63
EMS1431	EMT Field Experience	$233.56
EMS2611L	Paramedic Fundamentals Skills Lab	$231.35
EMS2612L	Paramedic Airway Management Lab	$17.67
EMS2613L	Paramedic Patient Assessment Lab	$17.67
EMS2614L	Trauma Emergency Skills Lab	$17.67
EMS2615L	Medical Emergencies Lab I	$154.93
EMS2619L	Medical Emergencies Lab II	$174.41
EMS2628L	Paramedic OB/GYN Neonatal Emergency Skills Lab	$17.67
EMS2656	Paramedic Clinical I	$223.12
EMS2658	Paramedic Clinical Experience III	$175.00
ESC1000L	Earth Science Lab	$10.00
ESC1200C	Earth Science for Educators	$10.00
ETI1151	Instrument Techniques and Measurement	$118.00
ETI1411	Manufacturing Processes I	$218.00
ETI1622	Concepts of Lean Manufacturing and Six Sigma	$99.00
ETI1720C	Industrial Safety	$99.00
ETI1843	Motors and Controls	$45.72
ETI2610	Six Sigma for the Expert	$159.00
ETM2401	Mechanical Devices and Systems	$78.48
ETS1535	Automated Process Control	$375.27
ETS1540	Industrial Applications Using PLC's and Robots	$132.20
ETS1542	Introduction to PLC's	$408.68
ETS1700	Hydraulics and Pneumatics	$129.52
FSS1206C	Food Production for Hospitality and Restaurant Managers	$51.00
GRA2120C	Page Design and Layout (Adobe InDesign)	$70.00
GRA2156C	Digital Illustration Vector-Based (Adobe Illustrator)	$70.00
HLP1081	Personal Wellness Appraisal and Improvement	$10.00
IDS1107	First Year Experience	$42.00
LAE4416	Children's Literature for Educators	$179.16
MAN1949	Management Co-Op	$13.56
MAN4940	Internship in Business and Organizational Management	$49.56
MAN3303	Management and Leadership	$36.00

COURSE NUMBER	TITLE	LAB FEE
MAN4940	Internship in Business and Organizational Management	$54.24
MCB2010L	Microbiology	$30.00
MUC1101	Introduction to Music Composition	$600.00
MUC1102	Music Composition	$600.00
MVB1211-2221	Trumpet	$300.00
MVB1212-2222	Horn	$300.00
MVB1213-2223	Trombone	$300.00
MVB1214-2224	Baritone Horn	$300.00
MVB1215-2225	Tuba	$300.00
MVB1311-2321	Trumpet	$600.00
MVB1312-2322	Horn	$600.00
MVB1313-2323	Trombone	$600.00
MVB1314-2324	Baritone Horn	$600.00
MVB1315-2325	Tuba	$600.00
MVK1111	Class Piano I	$15.00
MVK1211-2221	Piano	$300.00
MVK1311-2321	Piano	$600.00
MVK2121	Class Piano III	$15.00
MVO2220-2221	Other Instruments	$300.00
MVO2320-2321	Other Instruments	$600.00
MVP1211-2221	Percussion	$300.00
MVP1311-2321	Percussion	$600.00
MVS1211-2221	Violin	$300.00
MVS1212-2222	Viola	$300.00
MVS1213-2223	Violoncello	$300.00
MVS1214-2224	Double Bass	$300.00
MVS1216-2226	Guitar	$300.00
MVS1311-2321	Violin	$600.00
MVS1312-2322	Viola	$600.00
MVS1313-2323	Violoncello	$600.00
MVS1314-2424	Double Bass	$600.00
MVS1316-2326	Guitar	$600.00
MVS1816	Class Guitar	$15.00
MVV1111	Class Voice	$15.00
MVV1211-2221	Voice	$300.00
MVV1311-2321	Voice	$600.00
MVW1211-2221	Flute	$300.00
MVW1212-2222	Oboe	$300.00
MVW1213-2223	Clarinet	$300.00
MVW1214-2224	Bassoon	$300.00
MVW1215-2225	Saxophone	$300.00
MVW1311-2321	Flute	$600.00
MVW1312-2322	Oboe	$600.00
MVW1313-2323	Clarinet	$600.00
MVW1314-2324	Bassoon	$600.00
MVW1315-2325	Saxophone	$600.00
NUR1004C	Bridge Clinical Concepts	$273.41
NUR1006C	Transition to Nursing Concepts	$273.41
NUR1021C	Foundations in Nursing	$151.41
NUR1052C	Clinical Concepts I	$20.00
NUR1241C	Clinical Concepts II	$180.50
NUR1520C	Behavioral Concepts in Nursing	$20.00
NUR2243C	Clinical Concepts III	$55.91
NUR2244C	Clinical Concepts IV	$438.00

COURSE NUMBER	TITLE	LAB FEE
NUR2440C	Developmental Concepts in Nursing	$20.00
NUR3066C	Advanced Nursing Health Assessment with Lab	$34.00
NUR4636C	Community Nursing with Lab	$21.00
ORH1000C	Introduction to Horticulture	$66.00
ORH1260	Greenhouse Operations	$46.00
ORH1301C	Introduction to Irrigation	$33.00
ORH1601C	Nursery Management	$66.00
OST1100	Introduction to Word	$121.00
OST1110	Intermediate Word	$121.00
OST1949	Office Administration Co-Op	$13.56
OST2401	Office Administration: Procedures	$121.00
OST2402	Office Administration: Simulation	$121.00
OST2717	Advanced Word	$121.00
PET2622C	Care and Prevention Athletic Injuries	$10.00
PGY1401C	Photography I	$30.00
PHT1130C	Data Collection Skills for the PTA	$108.40
PHT1175C	Functional Anatomy and Kinesiology	$3.65
PHT1210C	Therapeutic Modalities I	$16.19
PHT1212C	Therapeutic Modalities II	$23.05
PHT1801L	PTA Clinical Lab I	$13.56
PHT1802L	PTA Clinical Lab II	$18.48
PHT2810L	Clinical Practice II	$58.00
PHT2820L	Clinical Practice III	$99.00
PHY1053C	General Physics I	$20.00
PHY1054C	General Physics II w/Lab	$20.00
PHY2048C	General Physics w/Calculus I	$20.00
PHY2049C	General Physics w/Calculus II	$20.00
PMT0102	Introduction to Welding	$500.00
PMT0111	Oxyacetylene Welding	$108.62
PMT0121	Shielded Metal Arc Welding	$108.62
PMT0131	Gas Tungsten Arc Welding	$108.62
PMT0134	Gas Metal Arc Welding	$108.62
PMT0161	Pipe Welding	$108.62
PMT0165	Shielded Metal Arc Pipe Welding	$250.00
PMT0168	Gas Tungsten Arc Pipe Welding	$108.62
PMT0172	Heavy Wall Pipe Welding	$108.62
PMT0175	Pipe Fitting	$108.62
PMT0185	Pipe Welding Certification	$108.62
PMT0186	Stainless Pipe Welding	$200.00
PMT0930L	Welding Skills Development Lab	$108.62
RET1024L	Principles of Respiratory Care Lab	$135.28
RET1291	Clinical Respiratory Care I	$13.56
RET2293	Clinical Respiratory Care III	$105.56
RET2295	Clinical Respiratory Care IV	$100.00
RET2434C	Respiratory Care Chemical Analysis	$11.87
RET2936	Respiratory Registry Preparation	$499.00
RTE1111L	Patient Care Procedures Lab	$26.00
RTE1503	Radiographic Procedures	$264.00
RTE1503L	Radiographic Procedures I Lab	$26.00
RTE1513L	Radiographic Procedures II Lab	$26.00
RTE1804	Clinical Education I	$296.26
RTE1814	Clinical Education II	$32.80
RTE1824	Clinical Education III	$38.67
RTE2061	Radiography Seminar	$336.77
RTE2130	Pharmacology in Radiography	$9.00

COURSE NUMBER	TITLE	LAB FEE
RTE2523L	Radiographic Procedures III Lab	$26.00
RTE2834	Advanced Clinical Education IV	$81.36
RTE2844	Advanced Clinical Education V	$32.80
SBM2000	Small Business Management	$100.00
SON1000L	Introduction to Sonography Lab	$152.69
SON1111L	Abdominal Sonography I Lab	$152.69
SON1121L	Obstetrics and Gynecology Sonography I Lab	$152.69
SON1808	Clinical Education I	$113.56
SON2112L	Abdominal Sonography II Lab	$152.69
SON2122L	Obstetrics and Gynecology Sonography II Lab	$152.69
SON2140L	Vascular and Small Parts Sonography Lab	$152.69
SON2828	Clinical Education III	$13.56
STS1302	Introduction to Surgical Technology	$179.06
STS1327C	Principles and Practices of Surgical Technology with Lab	$187.86
STS2323	Surgical Procedures I	$257.00
STS2329	Advanced Surgical Techniques, Procedures and Professional Skills	$46.72
STS2944	Clinical Practice I	$90.86
STS2945	Clinical Practice II	$90.86
SWS2000	Introduction to Soil Science	$4.00
TAX2000	Individual Income Tax	$135.00

CF LEARNING LAB SCHOOL CUSTOMER SERVICE CHARGES
Effective fiscal year 2026 – 2027
(Per week per child; **Patrons enrolled in VPK will be assessed for extended care if utilized**)

Child Care Registration Fee	$100/$150 Annually[1/2]
Child Care Bill Late Fee (assessed after due date)	$20 per week or portion thereof [3]
Late Pick-up Fee	$10 first five minutes, $1 each minute thereafter

F/T Student Rates[3]

Toddler	$36 daily/$180 weekly
Two	$35 daily/$175 weekly
Three	$33 daily/$165 weekly
Four	$32 daily/$160 weekly
Five	$32 daily/$160 weekly
VPK Wrap Around	$15 daily/$75 weekly[4]

CF Staff Rates[3]

Toddler	$38 daily/$190 weekly
Two	$37 daily/$185 weekly
Three	$36 daily/$180 weekly
Four	$34 daily/$170 weekly
Five	$34 daily/$170 weekly
VPK Wrap Around	$16 daily/$80 weekly[4]

Community Rates[3]

Toddler	$40 daily/$200 weekly
Two	$39 daily/$195 weekly
Three	$37 daily/$185 weekly
Four	$36 daily/$180 weekly
Five	$36 daily/$180 weekly
VPK Wrap Around	$17 daily/$85 weekly[4]

Patrons enrolled in VPK, will be assessed for extended care if utilized

F/T Student– Fees for VPK Program will vary based on state rate. [4]
CF Employee – Fees for VPK Program will vary based on state rate. [4]
All Others – Fees for VPK Program will vary based on state rate. [4]

[1]Single child/multiple children
[2]Payable before registration
[3] Subject to change without notice
[4]VPK Rate is set by the State of Florida, Office of Early Learning www.floridaearlylearning.com

ASSESSMENT AND TESTING FEES
Effective Fiscal Year 2026 – 2027

Fees to the public are subject to change without notice. Student Fees embedded in the cost of tuition may vary from semester to semester.

Accuplacer	Accuplacer Next Generation	$10.00 First time Student $5.00 retake per section $27.00 for non-students
ACT	American College Test Contact College Board	$68.00 (no writing) $93.00 (with writing)
AHIMA	America Health Information Management Association for Certified Coding Associates Exam	$199.00 Member + Proctor fee $299.00 Non-member + Proctor fee $27.00 CF Proctor Fee
ANAT	Anatomy Pretest	No Charge
ASE	Automotive Service Excellence	Exam fee paid by the vendor
ASVAB	Armed Services Vocational Aptitude Battery	No Charge
AUTOCAD	Certified User	$107.00 w/voucher retake $80.00+$27.00 CF Proctor Fee
AWS	American Welding Society Certification Exam	$200.00 each
Background Check	Background Check (Fingerprinting)	Health Care $79.00 Standard $55.00 Standard (2) $55.00
Certiport	Certiport Certifications for Non-Students	$27.00CF Proctor Fee plus cost of exam voucher
CIC	Crane Institute	$27.00 CF Proctor fee
CJ-BAT	Criminal Justice Basic Abilities Test	$39.00 Pearson Vue
CLEP	College Level Examination Program (non-refundable CF Proctor Fee per test in addition to CLEP fees)	$124.00Total $97.00 Exam Fee+ $27.00 CF Proctor Fee
CLM/AAF	College Level Math/Advanced Algebra and Functions	$10.00 First time Student $5.00 retake per section $25.00 for non-students
Comira	Certification Exams	Exam Fee paid by the vendor
CompTIA A+	CompTIA A+ Essentials Certification	$298.00Total $27.00CF Proctor Fee ($122 x 2 exams + proctor fees)
CompTIA Cloud +	CompTIA Cloud Plus	$216.00 Total $189.00 Exam + $27.00 CF Proctor Fee
CompTIA IT Fundamentals	CompTIA IT Fundamentals (ITF+)	$132.00 Total $105.00 exam + $27.00 CF Proctor Fee
CompTIA Network+	CompTIA Network + Certification	$216.00 Total $189.00 per exam + $27.00 CF Proctor Fee
CompTIA Security +	CompTIA Security + Certification for beginners	$303.00Total $276.00exam + $27.00 CF Proctor Fee
CS	CareerScope (Assessment)	$41.00 for non-students No Charge CF Students
DSST	Defense Activity for Nontraditional Education Support (non-refundable CF Proctor Fee per test in addition to DSST fees)	$127.00Total $100.00 Exam Fee + $27.00 CF Proctor Fee
ESB	Entrepreneurship and Small Business	$100.00 Total $73.00 each with retake + $27.00 CF Proctor Fee

FCB	Florida Certification Board	Exam fee paid by the vendor
FCLE	Florida Civic Literacy Exam (CF Students Only)	$10.00 First Time $5.00 Retake $27.00 Proctor Fee for non-CF students
FCLE Remote	Florida Civic Literacy Exam (CF Students Only) Make appointment at: https://onetesting.net/remote/cf-testing	$30.00 per appointment
FLAB	Florida Agriculture Department	$86.00 Total (in person) $59.00 Exam fee + Proctor (in-person) $59.00 Total (Remote) $32.00 Exam fee + Proctor (Remote) $27.00 CF Proctor Fee
FLATS	Foreign Language Achievement Testing Service	$77.00Total $50.00 Exam Fee + $27.00 CF Proctor Fee
GED	General Educational Development Tests (Account must be created at www.ged.com with a valid username. To schedule an exam, a candidate must schedule through their GED.com account)	$38.00 per section • RLA (Reasoning through Language Arts) • Social Studies • Science • Mathematics
GED Official Practice Test GED Ready	Practice Test for the General Education Development Tests (Administered at Levy Campus only; can be taken online through GED.com account)	$22.99 for All Subjects $7.99 per subject
HESI A2	Health Education Systems Inc. Entrance Exam	$78.00Total $51.00 Exam Fee + $27.00 CF Proctor Fee
HESI Exit Exam	Exam – Nursing Students preparation for professional license	$106.00 Total $81.00 per exam + $27.00 CF Proctor Fee
IC3 GS6 Level II	Internet & Computing Core Certification Exam – three modules	CF Cost: $53.00 Total $28.00 Exam Fee+ $27.00 CF Proctor Fee)
IQT	International Organization for Standardization-Information Qualification Test	Exam Fee paid to the vendor
Kryterion	Cells Force Certification Exam	Exam Fee paid by the vendor
Lean Six Sigma	Yellow Belt	$99.00 per exam
Lean Six Sigma	Green Belt	$195.00 per exam
Littauer	Personality Plus Test	$41.00 for non-students No Charge for
Meazure	Certification Exams	Exam Fee paid by the vendor
MOS	Microsoft Office Specialist (Word, Excel, Access, Outlook or PowerPoint)	$121.00 Total $94.00 with retake + $27.00 CF Proctor Fee
MSSC	Manufacturing Skills Standards Council Assessment	$142.00 Total $65.00 Registration Fee $50.00 Exam Fee $27.00 CF Proctor ********** Remote Proctor-U: $128.00

		Total $63.00 Exam Fee + $65.00 Registration fee
NALA	National Association of Legal Assistants	$325.00 for NALA members $375.00for Nonmembers $27.00 CF Proctor Fee
NBDHMT	National Board of Diving and Hyperbaric Medicine Technology	Exam price varies $27.00 CF Proctor Fee
Nebosh	National Examination Board in Occupational Safety & Health	Exam price varies $27.00 CF Proctor Fee
NREMT	National Registry of Emergency Medical Technicians	Exam Fee paid by the vendor
Pearson Vue	Pearson Vue Tests	Exam price varies, revenue is generated from the vendor
P.E.R.T.	Postsecondary Education Readiness Test	$10.00 first time $5.00 retake per section $27.00 Proctor fee for non-CF students
P.E.R.T. Remote	Postsecondary Education Readiness Test for Remote testing Make an appointment at: https://onetesting.net/remote/cf-testing	$30.00 per appointment
Proctoring	Outside Proctoring	$27.00 CF Proctor fee
PROV	Contractor Examination	Fee paid by the vendor
Professional Bookkeeping	Intuit Certified Bookkeeping Professional	$113.00 Total $86.00 Exam Fee + $27.00 CF Proctoring Fee
PST	Public Safety Testing	Exam price varies; $27.00 CF Proctor Fee
QuickBooks	Intuit Certified QuickBooks	$113.00 Total $86.00 with retake + $27.00 CF Proctor Fee
Reprints	Reprint of all scores	$5.00
RV Testing	RV Technical Institute Testing	Exam price varies + $27.00 CF proctor fee
SOCE	State Officers Certification Exam	$100 Fee paid to Pearson Vue
Solidworks	Solid Modeling Computer Aided Design- Certified Solidworks Associate (CSWA)	Exam Fee paid by the vendor $27.00 CF Proctoring Fee
T.A.B.E.	Test of Adult Basic Education	$15.00 first time $15.00 retake
T.E.A.S. (ATI)	Test of Essential Academic Skills acceptance for Nursing and Physical Therapist Assistant programs	Exam fee paid by the vendor (Student) $112.00 Exam Fee + Proctor fee (Non-student) $27.00 CF Proctor Fee
WPT	Wonderlic Personnel Test measures Math, Vocabulary & Reasoning for • Correctional • Dental Assisting • Emergency Medical Services • Emergency Medical Technician • Paramedic • Surgical Services • Radiography • Respiratory Care Program • Management	$15.00 Exam Fee $15.00 retake $45.00 for Non-CF Student $45.00 Retake Non-CF Student
WPT Remote	Wonderlic Personnel Test Remote measures Math, Vocabulary & Reasoning for	$30.00 per appointment/ session

	• Correctional Officer • Dental Assistant • Emergency Medical Services • Emergency Medical Technician • Paramedic • Surgical Services • Radiography • Respiratory Care Program • Civilian Position • Correctional Deputy • Law Enforcement Make an appointment at: https://onetesting.net/remote/cf-testing	

NONCREDIT FEES
Effective Fiscal Year 2026 – 2027

The President is authorized to approve fees for continuing workforce education and noncredit programs, recreation and lifelong learning programs on a course-by-course basis.

CONTINUING WORKFORCE EDUCATION

In accordance with Florida Statutes, the President will establish fees that equal at least 100% of the total annual cost of the supplemental vocational program.

RECREATION AND LIFELONG LEARNING

The fees for recreation and lifelong learning programs will generate at least the direct cost of instruction. Other fees related to continuing education classes include:

CPR Card (after satisfactory completion of course)……No Charge
CPR Card Replacement ……..$5.00
Certificates (for any courses that certificates are issued) ……..No Charge
Certificate replacement ……$7.00

CORPORATE COLLEGE FEES

Certificates of Completion Replacements ……$5.00
OSHA Card Replacements……$60.00
Forklift Card Replacements ……$20.00

FEE WAIVERS AND EXEMPTIONS

The college president is authorized to grant student fee exemptions from all fees adopted by the District Board of Trustees, as allowed by law.

As recommended by the college president, homeless students enrolled in noncredit courses are exempt from the payment of registration, matriculation and laboratory fees for instruction.

Students enrolled in approved apprenticeship programs are exempt from the payment of matriculation, registration and laboratory fees for instruction.

REFUND POLICY

Credit and Vocational Education Classes
For credit and vocational education classes, petitions for refunds and withdrawal from the college are available in the offices of Enrollment Management, and the Vice President for Student Affairs on the Ocala Campus, in the Enrollment Services Office on the Citrus Campus, at the front desk or from the Enrollment Student Services Coordinator at the Levy Center, or from the Staff Assistant at the Hampton Center. It is the student's responsibility to initiate official withdrawal, and the official date of withdrawal will be determined by the date the completed form is returned to the office of the Vice President for Student Affairs. Regardless of when the refund is applied for, no refund will be processed before thirty (30) days have elapsed from the date of the refund form, or two weeks after the end of the Add/Drop Date, whichever is the greater time period.

Credit, occupational and audit students who officially withdraw and complete a proper refund petition through the office of the Vice President for Student Affairs will receive refunds according to the following schedule:

100 percent: When official drop notification is received and approved prior to the end of the published drop/add period.

Less than 100 percent: The refund will be affected by the portion of the term completed. When a student drops a course due to circumstances determined by the college to be exceptional and beyond the control of the student, which may include but not be limited to:

- Illness of the student of such severity or duration, as confirmed in writing by a physician, to preclude completion of the course(s);
- Death of the student or the student's parent, spouse, child or sibling;
- Involuntary call to active military duty;
- A situation where the college is in error;
- A change of a course or section(s) initiated by the college because of cancellation, time or location; and
- Other circumstances that may be approved upon timely filing with complete documentation with the division of Student Affairs.

Classroom-Noncredit
For continuing education classes, refunds for "live classroom" courses will be given when a student requests to drop a course at least three business days before the course begins.

Online-Noncredit
For online continuing education classes, refunds will be granted when a student requests to drop the course prior to accessing the online course or receiving and using associated course materials. Students may request a refund for all or a portion of the course after being granted access to the classes only if there are technical difficulties with the delivery of a course that are not resolved in a reasonable period of time or a refund extension period is published.

Pro-Rata Refunds
Campus-based programs will be refunded using pro-rated formula to comply with federal regulations defined in Reauthorization of the Higher Education Act.

Corporate College
The Corporate College does not offer refunds for its programs, including custom, online or stacking options.

MEMBERSHIP FEES

VISUAL ARTS SOCIETY	
Annual Membership (January 1 – December 31)	**$40.00**
Student Membership (with Current CF ID)	**No Charge**

Appleton Museum of Art Membership and Admission Charges
Effective July 1, 2026 – June 30, 2027

Admission	Charge/Fee
General Admission	
Members – General, Directors Circle	No Charge
Adult	$10.00
Children – age 0 – 5	No Charge
Youth – age 6-17	$5.00
Student-University – Students 18 and over with I.D.	$8.00
Educator	$8.00
Senior – 55 and over	$8.00
AAA Member Discount	$8.00
Active Military	No Charge
Veterans	No Charge
Family passes (2 adults and 3 children ages 17 and under)	$25.00
Reciprocal Members	No Charge
Appleton Store Only	No Charge
Admission for Special Events, Exhibits and Classes	
Marquis Events and Exhibitions (Separate ticket required as approved by the president)	varies
Classes	Fees established as approved by the president or designee
Group Tour Admission (15 or more persons)	
Adult	$8.00
Senior – 55 and over	$6.00
Educator	$5.00
Student-University – Students 18 and over with I.D.	$3.00
Students K-12 (Marion, Citrus and Levy counties)	No Charge
Bus Driver for Group	No Charge
Chaperone (1 per 10 Students)	$8.00
Members	No Charge

Memberships	Charge/Fee
General Membership	
Student/Educator with I.D.	$20.00
Individual Senior – 55 and over	$30.00
Individual	$35.00
Dual Senior – 55 and over	$50.00
Dual/Family – 2 adults and any children (17 and under)	$60.00
Directors Circle Memberships	
Friend	$125.00
Associate	$250.00
Fellow	$500.00
Colleague	$1,000.00
Partner	$2,500.00
Sustainer	$5,000.00
College of Central Florida	
CF Faculty, Staff, Students, Retirees and CF Alumni Association members with CF ID receive **free** admission only to the Appleton year round. To receive additional benefits, a membership fee is required as follows:	
Receive a 10% discount at the Appleton store, discount on classes and free admission to events.	CF Individual $10.00 CF Dual/Family $20.00

CF Hampton Campus Dental Clinic Services and Charges

Hygiene Procedures and Services		
ADA code	Procedure	Fee
EXAMS		
D0140	Limited Exam (problem focused)	$15.00
D0460	Pulp Vitality tests	$0.00
D0601	Caries Risk Assessment & Documentation: Low	$0.00
D0602	Caries Risk Assessment & Documentation: Medium	$0.00
D0603	Caries Risk Assessment & Documentation: High	$0.00
D0431	Velscope	$10.00
CF00	Subsequent Prophy /PMT	$0.00
CF01	No charge Appt./Educational Purpose	$0.00
RADIOLOGY		
00020	Intraoral: Complete Series—New Patient	$45.00
D0220	Intraoral: Periapical, 1st film	$10.00
D0230	Intraoral: Periapical, additional film	$5.00
D0240	Intraoral: Occlusal film	$5.00
D0270	Bitewing: Single film	$5.00
00D0273	Bitewings: 3 films	$20.00
D0274	Bitewings: 4 films	$25.00
D0277	Vertical Bitewings: 7-8 films	$25.00
D0330	Panoramic film	$45.00
PREVENTATIVE		
D1110	Prophylaxis-Adult	$46.00
D1120	Prophylaxis - Child (under age 14)	$20.00
D1206	Topical Fluoride Varnish	$5.00
D1208	Topical application of Fluoride- excluding varnish	$5.00
D1310	Nutritional counseling	$0.00
D1320	Tobacco counseling	$0.00
D1330	Oral Hygiene instruction	$0.00
D1351	Sealant - per tooth	$20.00
D4341	Scaling/Root Planing 4+ teeth	$40.00
D4342	Scaling/Root Planing 1-3 teeth	$30.00
D4346	Scaling w/presence of inflammation (full mouth)	$46.00
D4355	Full Mouth Debridement	$46.00
D4380	Periodontal post-initial therapy - RE-EVAL	$0.00
D4381	Local Antimicrobial (Arestin) – per tooth	$0.00
D4910	Periodontal Maintenance	$46.00
D9210	Local Anesthesia	$5.00
D9630	Oraqix	$5.00
LAB		
00008	Bleaching syringes x2	$15.00

Restorative Procedures and Services		
EXAMS		
D0120	Periodic Oral Exam	$15.00
D0140	Limited Oral Eval (problem focused)	$15.00
D0150	Comprehensive Oral Exam	$20.00

LAB		
00008	Bleaching syringes x2	$15.00
D0470	Diagnostic casts	$0.00
D9944	Sports Guard/Occlusal Guard (hard, full arch)	$50.00 + lab fee[1]
D9942	Repair &/or reline of occlusal guard	$50.00 + lab fee[1]
D9943	Occlusal guard adjustment	$0.00
D9945	Occlusal guard (soft appliance, full arch)	$50.00 + lab fee[1]
RADIOLOGY		
D0210	Intraoral: Complete Series	$45.00
D0220	Intraoral: Periapical, 1st film	$10.00
D0230	Intraoral: Periapical, additional film	$5.00
D0240	Intraoral: Occlusal film	$5.00
D0270	Bitewing: Single film	$5.00
D0272	Bitewings: 2 films	$15.00
D0273	Bitewings: 3 films	$20.00
D0274	Bitewings: 4 films	$25.00
D0277	Vertical Bitewings: 7-8 films	$30.00
D0330	Panoramic film	$45.00
RESTORATIVE		
00008	Bleaching syringe x2	$15.00
00014	Dental Student restorative (except Lab Fee)	$0.00
00019	Follow up	$0.00
02999	Deliver crown	$0.00
09972	Bleaching per arch w/syringes	$50.00
D1352	Preventive resin	$20.00
D2140	Amalgam – 1 surface	$70.00
D2150	Amalgam – 2 surfaces	$90.00
D2160	Amalgam – 3 surfaces	$110.00
D2161	Amalgam – 4 surfaces	$150.00
D2330	Anterior resin – 1 surface	$100.00
D2331	Anterior resin – 2 surfaces	$120.00
D2332	Anterior resin – 3 surfaces	$140.00
D2335	Anterior resin – 4 surfaces	$175.00
D2391	Posterior resin – 1 surface	$100.00
D2392	Posterior resin - 2 surfaces	$120.00
D2393	Posterior resin – 3 surfaces	$130.00
D2752	Crown – PFM	$600.00 + lab fee[1]
D2920	Recement crown	$30.00
D2940	Sedative filling	$30.00
D2950	Build-up	$90.00
D6242	Bridge pontic	$400.00 + lab fee[1]
D6752	Bridge abutment	$600.00 + lab fee[1]
ORAL SURGERY		
D4212	Gingivectomy or Gingivoplasty to allow access for restorative procedure, per tooth	$195.00
D7140	Extraction, erupted tooth or exposed root (elevation and/or forceps removal)	$65.00
D7210	Extraction, erupted tooth requiring removal of bone and/or sectioning of tooth, and including elevation of mucoperiosteal flap if indicated	$90.00

[1] The laboratory fee may vary depending on procedure and outside laboratory utilized

Restorative Procedures and Services – Removable		
EXAMS		
D0120	Periodic Oral Exam	$15.00
D0140	Limited Oral Eval (problem focused)	$15.00
REMOVABLE		
D5110	complete denture - maxillary	$700 + lab fee[1]
D5120	complete denture - mandibular	$700 + lab fee[1]
D5211	maxillary partial denture – resin base (including, retentive/clasping materials, rests, and teeth)	$500 + lab fee[1]
D5212	mandibular partial denture – resin base (including, retentive/clasping materials, rests, and teeth)	$500 + lab fee[1]
D5213	Maxillary partial denture- cast metal	$600 + lab fee[1]
D5214	mandibular partial denture - cast metal framework with resin denture bases (including retentive/clasping materials, rests and teeth)	$600 + lab fee[1]
D5221	immediate maxillary partial denture - resin base (including retentive/clasping materials, rests and teeth)	$400 + lab fee[1]
D5222	immediate mandibular partial denture - resin base (including retentive/clasping materials, rests and teeth)	$400 + lab fee[1]
D5410	adjust complete denture - maxillary	$30.00
D5411	adjust complete denture - mandibular	$30.00
D5421	adjust partial denture - maxillary	$30.00
D5422	adjust partial denture - mandibular	$30.00
D5511	repair broken complete denture base, mandibular	$90 + lab fee[1]
D5512	repair broken complete denture base, maxillary	$90 + lab fee[1]
D5520	replace missing or broken teeth-complete denture (each tooth)	$60 + lab fee[1]
D5611	repair resin partial denture base, mandibular	$90 + lab fee[1]
D5612	repair resin partial denture base, maxillary	$90 + lab fee[1]
D5621	repair cast partial framework, mandibular	$95 + lab fee[1]
D5622	repair cast partial framework, maxillary	$95 + lab fee[1]
D5630	Repair/replace broken retentive clasping materials (per tooth)	$95 + lab fee[1]
D5640	replace broken teeth - per tooth	$60 + lab fee[1]
D5650	add tooth to existing partial denture	$95 + lab fee[1]
D5660	add clasp to existing partial denture - per tooth	$95 + lab fee[1]
D5710	rebase complete maxillary denture	$200 + lab fee[1]
D5711	rebase complete mandibular denture	$200 + lab fee[1]
D5720	rebase maxillary partial denture	$200 + lab fee[1]
D5721	rebase mandibular partial denture	$200 + lab fee[1]
D5730	reline complete maxillary denture (direct)	$100 + lab fee[1]
D5731	reline complete mandibular denture (direct)	$100 + lab fee[1]
D5740	reline maxillary partial denture (direct)	$100 + lab fee[1]
D5741	reline mandibular partial denture (direct)	$100 + lab fee[1]
D5750	reline complete maxillary denture (indirect)	$140 + lab fee[1]
D5751	reline complete mandibular denture (indirect)	$140 + lab fee[1]
D5760	reline maxillary partial denture (indirect)	$140 + lab fee[1]
D5761	reline mandibular partial denture (indirect)	$140 + lab fee[1]
D5810	interim complete denture (maxillary)	$400 + lab fee[1]
D5811	interim complete denture (mandibular)	$400 + lab fee[1]
D5820	interim maxillary partial denture (including retentive/clasping materials, rests and teeth)	$200 + lab fee[1]
D6056	prefabricated abutment – includes modification and placement	$0.00
D5821	interim mandibular partial denture (including retentive/clasping materials, rests and teeth)	$200 + lab fee

[1] The laboratory fee may vary depending on procedure and outside laboratory utilized

COLLEGE of CENTRAL FLORIDA







Student Fees ~~2025~~2026-~~2026~~2027

COLLEGE of CENTRAL FLORIDA

STUDENT FEES FOR ~~2025~~ 2026 – ~~2026~~2027

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College of Central Florida offers equal access and opportunity in employment, admissions and educational activities. The college will not discriminate on the basis of race, color, ethnicity, religion, sex, age, marital status, national origin, genetic information, veteran status or disability status and any other factors prohibited under applicable federal, state, and local civil rights laws and regulations in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this policy statement, the college will not tolerate such conduct. The Title IX Coordinator has been designated to handle inquiries regarding nondiscrimination policies and can be contacted at the Ocala Campus, 3001 S.W. College Road, at 352-291-4410 or Compliance@cf.edu.

COLLEGE of CENTRAL FLORIDA
Student Fees for ~~2025~~2026-~~2026~~2027

Advanced & Professional, Postsecondary Vocational and College Preparatory

	Resident	Non-Resident
Tuition	82.78	82.78
Out-of-State	N/A	248.34
Financial Aid	4.14	16.56
Technology	4.14	16.56
Student Activity	8.28	8.28
Capital Improvement	13.58	65.68
TOTAL PER CREDIT HOUR:	**$112.92**	**$438.20**

Postsecondary Adult Vocational

	Resident	Non-Resident
Tuition	73.40	73.40
Out-of-State	N/A	220.19
Financial Aid	7.34	29.36
Technology	3.67	14.68
Capital Improvement	3.67	14.68
TOTAL PER VOCATIONAL CREDIT HOUR:	**$88.08**	**$352.31**

Baccalaureate Degree
(3xxx & 4xxx Level Courses)

	Resident	Non-Resident
Tuition	95.45	95.45
Out-of-State	N/A	353.16
Financial Aid	4.77	22.42
Technology	4.77	22.42
Student Activity	9.54	9.54
Capital Improvement	14.74	88.40
TOTAL PER CREDIT HOUR:	**$129.27**	**$591.39**

Adult Education and Vocational Preparatory (VPI)

	Resident	Non-Resident
Tuition	30.00 / term	30.00 / term
TOTAL:	**$30.00 / term**	**$30.00 / term**

GENERAL FEES[1]

~~2025~~ 2026 – ~~2026~~ 2027

Admission Application Fee	$30.00[1]
International Education Application Fee	$30.00
Transcript Fee (each request)	$~~7.25~~8.75
Credit by examination/Experiential Learning (Departmental Exam)	$100.00
Distance Learning Course User Fee (per credit hour)	$10.00
Parking Decal (additional and replacement)	$5.00
ID Card Replacement	$5.00
Pre-Admission Background Check Healthcare, Law Enforcement/Corrections, Education	$55.00[2]
Background Screening for Licensure	$79.00
Substance Screening for Health Sciences and Internship Programs	$29.00
Health Science Pre-Clinical Compliance Screening	$99.00
Duplicate Diploma	$25.00
Community Library Borrowers ID Card	$10.00
Online Proctoring and Verification of Student Identity (paid through Honorlock)	Varies[3]
Labster Lab Simulation Fee	$82.22[4]

FINES and PENALTIES

Stop Payment on CF Check	$25.00
Stop Payment Individual Check	$25.00
Non-Sufficient Funds Checks	as per Florida Statute 68.065(2)
Amount of Check $.01 to $50.00	$25.00
Amount of Check $50.01 to $300.00	$30.00
Over $300	$40.00
Credit Card Charge Back	$20.00
Nelnet-Credit Card Convenience Fee	~~2.75~~3.00%
International Credit Card Convenience Fee	4.25%
~~BankMobile Vibe Replacement Card~~	~~$10.00~~
Parking and other Citations	$15.00
Handicap Parking Citation	$50.00
~~Vehicle Immobilization Device (boot)~~	~~$50.00~~
Towing	Charges determined by tow truck operator
Lost/Damaged library materials	Replacement costs

INSTRUCTIONAL FEES AND MATERIALS SUPPLIES (ESTIMATED)

Law Enforcement Students (estimated)	Varied
Corrections Students (estimated)	Varied
Occupational Materials and Supplies (sold at bookstore except for Health Sciences Skills Kits - not sold at bookstore and price varies)	Varied
Nursing Skills, Surgical Technology, Physical Therapy Assistant, Nursing Pins	Varied
Cap and Gown Bundle (sold at bookstore)	Varied
Course Material Access Fee	$20.67[5]

LEARNING SUPPORT CENTER

CF Students	No Charge
University Partners	No Charge
Vocational Preparatory Students (VPI)	No Charge
Adult Education Students (GED)	No Charge

[1] The President has authority and discretion to waive, but not to raise, user fees and fines enumerated in Section 1009.23, Florida Statutes, in unique situations or circumstances in which it is deemed a waiver to be in the best interest of the College

[2] Payable before registration; subject to change without notice

[3] Fee based number of exams

[4] Fee assessed only for sections using the Labster supplemental lab simulation program~~.~~

[5] Per credit hour fee for course materials from bookstore. Students have the ability to opt out

~~2025~~2026-~~2026~~ 2027 LAB AND SPECIAL COURSE FEES

COURSE NUMBER	TITLE	LAB FEE
ACG1949	Accounting Co-Op I	$13.56
ACG2450	Integrated Accounting	$~~133.00~~135.00
AEB1949	Agribusiness Internship	$13.56
AGG2001	Introduction to Food Science	$40.00
AGR1234	Forage Science and Range Management	$19.00
ANS1016	Basic Horse Handling and Safety	$9.39
ANS1073C	Equine Anatomy and Physiology	$6.86
ANS1237C	Equine Health Care	$5.85
ANS2074C	Injury and Rehabilitation of Horses	$9.87
ANS2075	Equine Locomotion	$8.63
ANS2232C	Advanced Horse Handling Skills	$9.39
ANS1949	Equine Co-Op I	$13.56
ANS3950	Equine Practicum	$13.56
ANS4218	Equine Learning Theory	$13.56
ANT2825	Anthropology Field School	$30.00
AOM2316	Agricultural Machinery and Equipment	$23.00
ART1201C	Basic Design I	$20.00
ART1300C	Freehand Drawing I	$4.50
ART1400	Printmaking I	$90.00
ART1500C	Painting I	$23.00
ART2203C	Basic Design II	$47.00
ART2301C	Freehand Drawing II	$33.00
ART2401	Printmaking II	$80.00
ART2501C	Painting II	$60.00
ART2701C	Sculpture I	$40.00
ART2702C	Sculpture II	$40.00
ART2750C	Ceramics I	$ 58.00
ART2751C	Ceramics II	$ 58.00
ATE2623	Equine First Aid	$7.52
BSC1005L	Introduction to Biology Lab	$20.00
BSC2010L	Integrated Principles of Biology Laboratory I	$20.00
BSC2011L	Integrated Principles of Biology Laboratory II	$20.00
BSC2085L	Human Anatomy and Physiology I Lab	$30.00
BSC2086L	Human Anatomy and Physiology II Lab	$30.00
CCJ1949	Criminal Justice Co-Op I	$13.56
CET1114	Digital Circuits	$30.00
CET2180	Practical PC Technician	$~~280.00~~298.00
CGS1949	Computer Information Co-Op	$13.56
CGS2103	Spreadsheet Applications	$~~132.00~~131.00
CHM1025L	Introductory Chemistry Laboratory	$30.00
CHM1032L	Chemistry for Health-Related Fields Lab	$30.00
CHM2045L	General Chemistry I Lab	$30.00
CHM2046L	General Chemistry II Lab	$30.00
CHM2210L	Organic Chemistry I Lab	$30.00
CHM2211L	Organic Chemistry II Lab	$30.00
CJK0002	Introduction to Law Enforcement	$60.67
CJK0016	Communications	$1.50
CJK0018	Legal	$2.25
CJK0019	Interviewing and Report Writing	$6.60
CJK0020	Vehicle Operations	$238.81
CJK0021	Serving Your Community	$2.25
CJK0031	First Aid for Criminal Justice Officers	65.00
CJK0040	Firearms	$636.40

COURSE NUMBER	TITLE	LAB FEE
CJK0051	Defensive Tactics	$254.10
CJK0063	Fundamentals of Patrol	$37.50
CJK0065	Calls for Service	$1.00
CJK0072	Crimes Against Persons	$26.76
CJK0079	Crime Scene Follow-up Investigations	$13.79
CJK0093	Critical Incidents	$97.93
CJK0096	Physical Fitness for Law Enforcement	$45.47
CJK0111	Interview and Report Writing in Corrections	$1.00
CJK0301	Introduction to Corrections	$25.00
CJK0326	Supervising Correctional Populations	$1.00
CJK0327	Shift Management and Safety	$6.00
CJK0336	Incidents and Emergencies in Correctional Facilities	$1.00
CJK0340	Officer Wellness and Physical Abilities	$30.15
CJK0355	Legal for Correctional Officers	$1.00
CJK0393	Crossover Program Updates	$5.40
CJK0400	Traffic Incidents	$4.86
CJK0401	Traffic Stops	$74.68
CJK0402	Traffic Crash Investigations	$15.86
CJK0403	DUI Traffic Stops	$44.92
CJK0421	Conducted Electrical Weapon/Dart Firing Stun Gun	$13.91
COM3120	Organizational Communications	$39.00
CTS2120	Security Fundamentals	$~~287.00~~303.00
CTS2134	Network Fundamentals	$~~203.00~~216.00
CTS2375	Cloud+	$~~203.00~~216.00
CVT1205C	Cardiovascular Pharmacology and EKG Management	$~~26.82~~25.48
~~CVT1610C~~	~~Ultrasound Physics I~~	~~$10.68~~
~~CVT1616C~~	~~Ultrasound Physics II~~	~~$20.02~~
CVT1800L	Cardiovascular Clinical Pre-Practicum I	$~~30.28~~202.62
~~CVT1801L~~	~~Cardiovascular Clinical Pre-Practicum II~~	~~$250.28~~
CVT1802L	Noninvasive Pre-Practicum	$46.30
CVT2620C	Cardiovascular Noni~~-I~~nvasive Practicum I	$163.56
CVT2840L	Cardiovascular Invasive Practicum I	$~~298.02~~185.56
CVT2841L	Cardiovascular Invasive Practicum II	$22.00
CVT2845L	Cardiovascular Invasive Practicum II	$22.00
~~DEA1805L~~	~~Dental Clinical Seminar~~	~~$250.00~~
DEA1806L	Clinic Practice I	$~~13.56~~337.98
DEA1855L	Clinic Practice II	$~~165.00~~324.42
~~DEA1856~~	~~Clinical Seminar III~~	~~$150.00~~
DEA1856L	Clinic Practice III	$~~41.00~~78.17
DEA1949	Dental Internship Co-Op I	$15.00
DEH1000L	Introduction to Dental Hygiene Lab	$~~1,183.39~~1,250.90
DEH1003L	Fundamentals of Dental Hygiene and Instrumentation Lab	$2,055.92
DEH1800L	Dental Hygiene Clinic I	$~~2,445.70~~2,725.70
DEH1802L	Dental Hygiene Clinic II	$114.51
DEH2293	Professional Development	$150.00
DEH2702C	Community and public Dental Health with Lab	$75.00
DEH2804C	Dental Hygiene III	$~~578.56~~880.00
DEH2806L	Dental Hygiene IV	$~~1,163.56~~1,443.56

COURSE NUMBER	TITLE	LAB FEE
DES1051C	Dental Pain Control and Local Anesthesia with Lab	$165.33
DES1100L	Dental Materials Lab	$86.53
DES1200L	Dental Radiology Lab	$260.64
DES1502	Dental Office Management	$20.00
DES1806L	Introduction to Clinical Procedures Lab	$~~492.50~~503.34
DES2832C	Expanded Functions with Lab	$190.39
DIG1949	Digital Media Co-Op I	$6.00
DIG1950	Digital Media Co-Op II	$13.56
DIG2109C	Digital Imaging and Fundamentals	$81.00
DIG2280C	Digital Video and Sounds	$22.00
EDP4503	Assessment, Evaluation and Diagnosis of the Young Child	$135.00
EEC3012	Introduction to Advanced Studies in Early Childhood Education	$280.00
EEC4219	Integrated Math and Science for Young Children	$150.00
EEC4940	Internship in Early Childhood Education	$52.00
EET1015	DC Circuits	$43.50
EET1025	AC Circuits	$15.46
EET1082	Introduction to Electronics	$34.00
EET1084	Survey of Electronics	$~~15.00~~32.56
EET1140	Electronic Devices and Circuits	$69.86
EET1155	Linear Integrated Circuits	$41.00
EET1610	High Liability Soldering	$~~54.30~~75.79
EET1620	Advanced Surface Mount Soldering	$123.00
EGS1949	Engineering Technology Co-Op I	$13.56
EGN1111	Engineering Graphics	$101.50
EMS1119L	Fundamentals EMT Skills Lab	~~96.84~~$238.63
EMS1431	EMT Field Experience	$~~268.56~~233.56
EMS2611L	Paramedic Fundamentals Skills Lab	$~~207.14~~231.35
EMS2612L	Paramedic Airway Management Lab	$~~20.96~~17.67
EMS2613L	Paramedic Patient Assessment Lab	$~~20.96~~17.67
EMS2614L	Trauma Emergency Skills Lab	$~~20.96~~17.67
EMS2615L	Medical Emergencies Lab I	$~~157.87~~154.93
EMS2619L	Medical Emergencies Lab II	$~~177.70~~174.41
EMS2628L	Paramedic OB/GYN Neonatal Emergency Skills Lab	$~~20.96~~17.67
EMS2656	Paramedic Clinical I	$~~208.51~~223.12
EMS2658	Paramedic Clinical Experience III	$~~220.00~~175.00
ESC1000L	Earth Science Lab	$10.00
ESC1200C	Earth Science for Educators	$10.00
ETI1151	Instrument Techniques and Measurement	$~~273.16~~118.00
ETI1411	Manufacturing Processes I	$~~140.93~~218.00
ETI1622	Concepts of Lean Manufacturing and Six Sigma	$~~149.00~~99.00
ETI1720C	Industrial Safety	$~~97.00~~99.00
ETI1843	Motors and Controls	$45.72
ETI2610	Six Sigma for the Expert	$159.00
ETM2401	Mechanical Devices and Systems	$78.48
ETS1535	Automated Process Control	$375.27
ETS1540	Industrial Applications Using PLC's and Robots	$~~371.96~~132.20
ETS1542	Introduction to PLC's	$408.68
ETS1700	Hydraulics and Pneumatics	$129.52
FSS1206C	Food Production for Hospitality and Restaurant Managers	$51.00
GRA2120C	Page Design and Layout (Adobe InDesign)	$70.00

COURSE NUMBER	TITLE	LAB FEE
GRA2156C	Digital Illustration Vector-Based (Adobe Illustrator)	$70.00
HLP1081	Personal Wellness Appraisal and Improvement	$10.00
IDS1107	First Year Experience	$~~40.00~~42.00
LAE4416	Children's Literature for Educators	$179.16
MAN1949	Management Co-Op	$13.56
MAN4940	Internship in Business and Organizational Management	$49.56
MAN3303	Management and Leadership	$36.00
MAN4940	Internship in Business and Organizational Management	$54.24
MCB2010L	Microbiology	$30.00
MUC1101	Introduction to Music Composition	$600.00
MUC1102	Music Composition	$600.00
MVB1211-2221	Trumpet	$300.00
MVB1212-2222	Horn	$300.00
MVB1213-2223	Trombone	$300.00
MVB1214-2224	Baritone Horn	$300.00
MVB1215-2225	Tuba	$300.00
MVB1311-2321	Trumpet	$600.00
MVB1312-2322	Horn	$600.00
MVB1313-2323	Trombone	$600.00
MVB1314-2324	Baritone Horn	$600.00
MVB1315-2325	Tuba	$600.00
MVK1111	Class Piano I	$15.00
MVK1211-2221	Piano	$300.00
MVK1311-2321	Piano	$600.00
MVK2121	Class Piano III	$15.00
MVO2220-2221	Other Instruments	$300.00
MVO2320-2321	Other Instruments	$600.00
MVP1211-2221	Percussion	$300.00
MVP1311-2321	Percussion	$600.00
MVS1211-2221	Violin	$300.00
MVS1212-2222	Viola	$300.00
MVS1213-2223	Violoncello	$300.00
MVS1214-2224	Double Bass	$300.00
MVS1216-2226	Guitar	$300.00
MVS1311-2321	Violin	$600.00
MVS1312-2322	Viola	$600.00
MVS1313-2323	Violoncello	$600.00
MVS1314-2424	Double Bass	$600.00
MVS1316-2326	Guitar	$600.00
MVS1816	Class Guitar	$15.00
MVV1111	Class Voice	$15.00
MVV1211-2221	Voice	$300.00
MVV1311-2321	Voice	$600.00
MVW1211-2221	Flute	$300.00
MVW1212-2222	Oboe	$300.00
MVW1213-2223	Clarinet	$300.00
MVW1214-2224	Bassoon	$300.00
MVW1215-2225	Saxophone	$300.00
MVW1311-2321	Flute	$600.00
MVW1312-2322	Oboe	$600.00
MVW1313-2323	Clarinet	$600.00
MVW1314-2324	Bassoon	$600.00
MVW1315-2325	Saxophone	$600.00

COURSE NUMBER	TITLE	LAB FEE
NUR1004C	Bridge Clinical Concepts	$~~225.91~~273.41
NUR1006C	Transition to Nursing Concepts	$~~225.91~~273.41
NUR1021C	Foundations in Nursing	$~~128.91~~151.41
NUR1052C	Clinical Concepts I	$20.00
NUR1241C	Clinical Concepts II	$~~137.00~~180.50
NUR1520C	Behavioral Concepts in Nursing	$20.00
NUR2243C	Clinical Concepts III	$55.91
NUR2244C	Clinical Concepts IV	$438.00
NUR2440C	Developmental Concepts in Nursing	$20.00
NUR3066C	Advanced Nursing Health Assessment with Lab	$34.00
NUR4636C	Community Nursing with Lab	$21.00
ORH1000C	Introduction to Horticulture	$66.00
ORH1260	Greenhouse Operations	$46.00
ORH1301C	Introduction to Irrigation	$33.00
ORH1601C	Nursery Management	$66.00
OST1100	Introduction to Word	$~~119.00~~121.00
OST1110	Intermediate Word	$~~119.00~~121.00
OST1949	Office Administration Co-Op	$13.56
OST2401	Office Administration: Procedures	$~~119.00~~121.00
OST2402	Office Administration: Simulation	$~~119.00~~121.00
OST2717	Advanced Word	$~~119.00~~121.00
PET2622C	Care and Prevention Athletic Injuries	$10.00
PGY1401C	Photography I	$30.00
PHT1130C	Data Collection Skills for the PTA	$~~106.20~~108.40
PHT1175C	Functional Anatomy and Kinesiology	$~~3.71~~3.65
PHT1210C	Therapeutic Modalities I	$~~14.38~~16.19
PHT1212C	Therapeutic Modalities II	$~~23.02~~23.05
PHT1801L	PTA Clinical Lab I	$13.56
PHT1802L	PTA Clinical Lab II	$~~16.74~~18.48
PHT2810L	Clinical Practice II	$~~51.66~~58.00
PHT2820L	Clinical Practice III	$99.00
PHY1053C	General Physics I	$20.00
PHY1054C	General Physics II w/Lab	$20.00
PHY2048C	General Physics w/Calculus I	$20.00
PHY2049C	General Physics w/Calculus II	$20.00
~~PLA1949~~	~~Legal Assisting Co-Op I~~	~~$13.56~~
PMT0102	Introduction to Welding	$500.00
PMT0111	Oxyacetylene Welding	$108.62
PMT0121	Shielded Metal Arc Welding	$108.62
PMT0131	Gas Tungsten Arc Welding	$108.62
PMT0134	Gas Metal Arc Welding	$108.62
PMT0161	Pipe Welding	$108.62
PMT0165	Shielded Metal Arc Pipe Welding	$250.00
PMT0168	Gas Tungsten Arc Pipe Welding	$108.62
PMT0172	Heavy Wall Pipe Welding	$108.62
PMT0175	Pipe Fitting	$108.62
PMT0185	Pipe Welding Certification	$108.62
PMT0186	Stainless Pipe Welding	$200.00
PMT0930L	Welding Skills Development Lab	$108.62
RET1024L	Principles of Respiratory Care Lab	$~~373.47~~135.28
RET1291	Clinical Respiratory Care I	$~~18.67~~13.56
RET2293	Clinical Respiratory Care III	$105.56
RET2295	Clinical Respiratory Care IV	$100.00
RET2434C	Respiratory Care Chemical Analysis	$11.87
RET2936	Respiratory Registry Preparation	$499.00

COURSE NUMBER	TITLE	LAB FEE
RTE1111L	Patient Care Procedures Lab	$26.00
RTE1503	Radiographic Procedures	$264.00
RTE1503L	Radiographic Procedures I Lab	$26.00
RTE1513L	Radiographic Procedures II Lab	$26.00
RTE1804	Clinical Education I	~~$365.74~~296.26
RTE1814	Clinical Education II	~~$74.52~~32.80
RTE1824	Clinical Education III	~~$81.17~~38.67
RTE2061	Radiography Seminar	~~$321.56~~336.77
RTE2130	Pharmacology in Radiography	$9.00
RTE2523L	Radiographic Procedures III Lab	$26.00
RTE2834	Advanced Clinical Education IV	~~$126.88~~81.36
RTE2844	Advanced Clinical Education V	~~$74.52~~32.80
SBM2000	Small Business Management	~~$98.00~~100.00
~~SLS1122~~	~~First Year Experience~~	~~$40.00~~
SON1000L	Introduction to Sonography Lab	$152.69
SON1111L	Abdominal Sonography I Lab	$152.69
SON1121L	Obstetrics and Gynecology Sonography I Lab	$152.69
SON1808	Clinical Education I	$113.56
SON2112L	Abdominal Sonography II Lab	$152.69
SON2122L	Obstetrics and Gynecology Sonography II Lab	$152.69
SON2140L	Vascular and Small Parts Sonography Lab	$152.69
SON2828	Clinical Education III	$13.56
STS1302	Introduction to Surgical Technology	$179.06
STS1327C	Principles and Practices of Surgical Technology with Lab	$187.86
STS2323	Surgical Procedures I	~~$247.00~~257.00
STS2329	Advanced Surgical Techniques, Procedures and Professional Skills	$46.72
STS2944	Clinical Practice I	~~$35.35~~90.86
STS2945	Clinical Practice II	~~$11.33~~90.86
SWS2000	Introduction to Soil Science	$4.00
TAX2000	Individual Income Tax	~~$133.00~~135.00

CF LEARNING LAB SCHOOL CUSTOMER SERVICE CHARGES
Effective fiscal year ~~2025~~ 2026 – ~~2026~~2027
(Per week per child; **Patrons enrolled in VPK will be assessed for extended care if utilized**)

Child Care Registration Fee	$100/$150 Annually[1/2]
Child Care Bill Late Fee (assessed after due date)	$20 per week or portion thereof [3]
Late Pick-up Fee	$10 first five minutes, $1 each minute thereafter

F/T Student Rates[3]

Toddler	$36 daily/$180 weekly
Two	$35 daily/$175 weekly
Three	$33 daily/$165 weekly
Four	$32 daily/$160 weekly
Five	$32 daily/$160 weekly
VPK Wrap Around	$15 daily/$75 weekly[4]

CF Staff Rates[3]

Toddler	$38 daily/$190 weekly
Two	$37 daily/$185 weekly
Three	$36 daily/$180 weekly
Four	$34 daily/$170 weekly
Five	$34 daily/$170 weekly
VPK Wrap Around	$16 daily/$80 weekly[4]

Community Rates[3]

Toddler	$40 daily/$200 weekly
Two	$39 daily/$195 weekly
Three	$37 daily/$185 weekly
Four	$36 daily/$180 weekly
Five	$36 daily/$180 weekly
VPK Wrap Around	$17 daily/$85 weekly[4]

Patrons enrolled in VPK, will be assessed for extended care if utilized

F/T Student– Fees for VPK Program will vary based on state rate. [4]
CF Employee – Fees for VPK Program will vary based on state rate. [4]
All Others – Fees for VPK Program will vary based on state rate. [4]

[1]Single child/multiple children
[2]Payable before registration
[3] Subject to change without notice
[4]VPK Rate is set by the State of Florida, Office of Early Learning www.floridaearlylearning.com

ASSESSMENT AND TESTING FEES
Effective Fiscal Year ~~2025~~ 2026 – ~~2026~~2027

Fees to the public are subject to change without notice. Student Fees embedded in the cost of tuition may vary from semester to semester.

Accuplacer	Accuplacer Next Generation	$10.00 First time Student $5.00 retake per section $~~25.00~~27.00 for non-students
ACT	American College Test Contact College Board	$68.00 (no writing) $93.00 (with writing)
AHIMA	America Health Information Management Association for Certified Coding Associates Exam	$199.00 Member + Proctor fee $299.00 Non-member + Proctor fee $27.00 CF Proctor Fee
ANAT	Anatomy Pretest	No Charge
ASE	Automotive Service Excellence	Exam fee paid ~~to~~ by the vendor
ASVAB	Armed Services Vocational Aptitude Battery	No Charge
AUTOCAD	Certified User	$~~101.50~~107.00 w/voucher retake $~~76.50~~80.00+$~~25.00~~27.00 CF Proctor Fee
AWS	American Welding Society Certification Exam	$200.00 each
Background Check	Background Check (Fingerprinting)	Health Care $79.00 Standard $55.00 Standard (2) $55.00
Certiport	Certiport Certifications for Non-Students	$~~25.00~~ 27.00CF Proctor Fee plus cost of exam voucher
CIC	Crane Institute	$~~25.00~~27.00 CF Proctor fee
CJ-BAT	Criminal Justice Basic Abilities Test	$39.00 Pearson Vue
CLEP	College Level Examination Program (non-refundable CF Proctor Fee per test in addition to CLEP fees)	$~~122.00~~ 124.00Total $97.00 Exam Fee+ $~~25.00~~27.00 CF Proctor Fee
CLM/AAF	College Level Math/Advanced Algebra and Functions	$10.00 First time Student $5.00 retake per section $25.00 for non-students
Comira	Certification Exams	Exam Fee paid ~~to~~by the vendor
CompTIA A+	CompTIA A+ Essentials Certification	$~~280.00~~ 298.00Total $~~25.00~~ 27.00CF Proctor Fee ($~~115~~122 x 2 exams + proctor fees)
CompTIA Cloud +	CompTIA Cloud Plus	$~~203.00~~216.00 Total $~~178.00~~189.00 Exam + $~~25.00~~27.00 CF Proctor Fee
CompTIA IT Fundamentals	CompTIA IT Fundamentals (ITF+)	$~~109.00~~132.00 Total $~~84.00~~105.00 exam + $~~25.00~~27.00 CF Proctor Fee
CompTIA Network+	CompTIA Network + Certification	$~~203~~216.00 Total $~~178.00~~189.00 per exam + $~~25.00~~27.00 CF Proctor Fee
CompTIA Security +	CompTIA Security + Certification for beginners	$~~287.00~~ 303.00Total $~~262.00~~ 276.00exam + $~~25.00~~27.00 CF Proctor Fee
CS	CareerScope (Assessment)	$41.00 for non-students No Charge CF Students
DSST	Defense Activity for Nontraditional Education Support (non-refundable CF Proctor Fee per test in addition to DSST fees)	$~~125.00~~ 127.00Total $100.00 Exam Fee + $~~25.00~~27.00 CF Proctor Fee
ESB	Entrepreneurship and Small Business	$~~98.00~~ 100.00 Total

		$73.00 each with retake + $~~25.00~~27.00 CF Proctor Fee
FCB	Florida Certification Board	Exam fee paid ~~to~~ by the vendor
FCLE	Florida Civic Literacy Exam (CF Students Only)	$10.00 First Time $5.00 Retake $~~25.00~~27.00 Proctor Fee for non-CF students
FCLE Remote	Florida Civic Literacy Exam (CF Students Only) Make appointment at: https://onetesting.net/remote/cf-testing	$30.00 per appointment
FLAB	Florida Agriculture Department	$86.00 Total (in person) $59.00 Exam fee + Proctor (in-person) $59.00 Total (Remote) $32.00 Exam fee + Proctor (Remote) $27.00 CF Proctor Fee
FLATS	Foreign Language Achievement Testing Service	$~~75.00~~ 77.00Total $50.00 Exam Fee + $~~25.00~~27.00 CF Proctor Fee
GED	General Educational Development Tests (Account must be created at www.ged.com with a valid username. To schedule an exam, a candidate must schedule through their GED.com account)	$38.00 per section • RLA (Reasoning through Language Arts) • Social Studies • Science • Mathematics
GED Official Practice Test GED Ready	Practice Test for the General Education Development Tests (Administered at Levy Campus only; can be taken online through GED.com account)	$22.99 for All Subjects $7.99 per subject
HESI A2	Health Education Systems Inc. Entrance Exam	$~~76.00~~ 78.00Total $51.00 Exam Fee + $~~25.00~~27.00 CF Proctor Fee
HESI Exit Exam	Exam – Nursing Students preparation for professional license	$106.00 Total $81.00 per exam + $~~25.00~~27.00 CF Proctor Fee
IC3 GS6 Level II	Internet & Computing Core Certification Exam – three modules	CF Cost: $53.00 Total $28.00 Exam Fee+ $~~25.00~~27.00 CF Proctor Fee)
IQT	International Organization for Standardization-Information Qualification Test	Exam Fee paid to the vendor
Kryterion	Cells Force Certification Exam	Exam Fee paid ~~to~~by the vendor
Lean Six Sigma	Yellow Belt	$99.00 per exam
Lean Six Sigma	Green Belt	$~~159.00~~ 195.00 per exam
Littauer	Personality Plus Test	$41.00 for non-students No Charge for
Meazure	Certification Exams	Exam Fee paid ~~to~~by the vendor
MOS	Microsoft Office Specialist (Word, Excel, Access, Outlook or PowerPoint)	$~~119.00~~121.00 Total $94.00 with retake + $~~25.00~~27.00 CF Proctor Fee
MSSC	Manufacturing Skills Standards Council Assessment	$~~140.00~~142.00 Total $65.00 Registration Fee $50.00 Exam Fee $~~25.00~~27.00 CF Proctor

		********** Remote Proctor-U: $128.00 Total $63.00 Exam Fee + $65.00 Registration fee
NALA	National Association of Legal Assistants	$325.00 for NALA members $375.00for Nonmembers $~~25.00~~27.00 CF Proctor Fee
NBDHMT	National Board of Diving and Hyperbaric Medicine Technology	Exam price varies $~~25.00~~27.00 CF Proctor Fee
Nebosh	National Examination Board in Occupational Safety & Health	Exam price varies $~~25.00~~27.00 CF Proctor Fee
NREMT	National Registry of Emergency Medical Technicians	Exam Fee paid ~~to~~by the vendor
Pearson Vue	Pearson Vue Tests	Exam price varies, revenue is generated from the vendor
P.E.R.T.	Postsecondary Education Readiness Test	$10.00 first time $5.00 retake per section $~~25.00~~27.00 Proctor fee for non-CF students
P.E.R.T. Remote	Postsecondary Education Readiness Test for Remote testing Make an appointment at: https://onetesting.net/remote/cf-testing	$30.00 per appointment
~~PMMI~~	~~Packing Machinery Manufacturers Institute~~	~~$101.00 Total~~ ~~$75.00 Exam Fee +~~ ~~$25.00 CF Proctor Fee +~~ ~~$1.00 Participation Fee~~
Proctoring	Outside Proctoring	$~~25.00~~27.00 CF Proctor fee
PROV	Contractor Examination	Fee paid ~~to~~by the vendor
Professional Bookkeeping	Intuit Certified Bookkeeping Professional	$~~133.00~~113.00 Total $~~108.00~~86.00 Exam Fee + $~~25.00~~27.00 CF Proctoring Fee
PST	Public Safety Testing	Exam price varies; $~~25.00~~27.00 CF Proctor Fee
QuickBooks	Intuit Certified QuickBooks	$~~133.00~~113.00 Total $~~108.00~~86.00 with retake + $~~25.00~~27.00 CF Proctor Fee
Reprints	Reprint of all scores	$5.00
RV Testing	RV Technical Institute Testing	Exam price varies + $~~25.00~~27.00 CF proctor fee
~~SACA~~	~~Smart Automation Certification Alliance~~	~~Exam price varies +~~ ~~$25.00 CF Proctoring Fee~~
SOCE	State Officers Certification Exam	$100 Fee paid to Pearson Vue
Solidworks	Solid Modeling Computer Aided Design- Certified Solidworks Associate (CSWA)	Exam Fee paid ~~to~~by the vendor $~~25.00~~27.00 CF Proctoring Fee
T.A.B.E.	Test of Adult Basic Education	$15.00 first time $15.00 retake
T.E.A.S. (ATI)	Test of Essential Academic Skills acceptance for Nursing and Physical Therapist Assistant programs	Exam fee paid by the vendor (Student) $112.00 Exam Fee + Proctor fee (Non-student) $27.00 CF Proctor Fee
WPT	Wonderlic Personnel Test measures Math, Vocabulary & Reasoning for • Correctional • Dental Assisting	$15.00 Exam Fee $15.00 retake $45.00 for Non-CF Student

	• Emergency Medical Services • Emergency Medical Technician • Paramedic • Surgical Services • Radiography • Respiratory Care Program • Management	$45.00 Retake Non-CF Student
WPT Remote	Wonderlic Personnel Test Remote measures Math, Vocabulary & Reasoning for • Correctional Officer • Dental Assistant • Emergency Medical Services • Emergency Medical Technician • Paramedic • Surgical Services • Radiography • Respiratory Care Program • Civilian Position • Correctional Deputy • Law Enforcement Make an appointment at: https://onetesting.net/remote/cf-testing	$30.00 per appointment/ session

NONCREDIT FEES
Effective Fiscal Year ~~2025~~ 2026 – ~~2026~~2027

The President is authorized to approve fees for continuing workforce education and noncredit programs, recreation and lifelong learning programs on a course-by-course basis.

CONTINUING WORKFORCE EDUCATION

In accordance with Florida Statutes, the President will establish fees that equal at least 100% of the total annual cost of the supplemental vocational program.

RECREATION AND LIFELONG LEARNING

The fees for recreation and lifelong learning programs will generate at least the direct cost of instruction. Other fees related to continuing education classes include:

CPR Card (after satisfactory completion of course)……No Charge
CPR Card Replacement ……..$5.00
Certificates (for any courses that certificates are issued) ……..No Charge
Certificate replacement ……$7.00

CORPORATE COLLEGE FEES

Certificates of Completion Replacements ……$5.00
OSHA Card Replacements……$60.00
Forklift Card Replacements ……$20.00

FEE WAIVERS AND EXEMPTIONS

The college president is authorized to grant student fee exemptions from all fees adopted by the District Board of Trustees, as allowed by law.

As recommended by the college president, homeless students enrolled in noncredit courses are exempt from the payment of registration, matriculation and laboratory fees for instruction.

Students enrolled in approved apprenticeship programs are exempt from the payment of matriculation, registration and laboratory fees for instruction.

REFUND POLICY

Credit and Vocational Education Classes

For credit and vocational education classes, petitions for refunds and withdrawal from the college are available in the offices of Enrollment Management, and the Vice President for Student Affairs on the Ocala Campus, in the Enrollment Services Office on the Citrus Campus, at the front desk or from the Enrollment Student Services Coordinator at the Levy Center, or from the Staff Assistant at the Hampton Center. It is the student's responsibility to initiate official withdrawal, and the official date of withdrawal will be determined by the date the completed form is returned to the office of the Vice President for Student Affairs. Regardless of when the refund is applied for, no refund will be processed before thirty (30) days have elapsed from the date of the refund form, or two weeks after the end of the Add/Drop Date, whichever is the greater time period.

Credit, occupational and audit students who officially withdraw and complete a proper refund petition through the office of the Vice President for Student Affairs will receive refunds according to the following schedule:

100 percent: When official drop notification is received and approved prior to the end of the published drop/add period.

Less than 100 percent: The refund will be affected by the portion of the term completed. When a student drops a course due to circumstances determined by the college to be exceptional and beyond the control of the student, which may include but not be limited to:

- Illness of the student of such severity or duration, as confirmed in writing by a physician, to preclude completion of the course(s);
- Death of the student or the student's parent, spouse, child or sibling;
- Involuntary call to active military duty;
- A situation where the college is in error;
- A change of a course or section(s) initiated by the college because of cancellation, time or location; and
- Other circumstances that may be approved upon timely filing with complete documentation with the division of Student Affairs.

Classroom-Noncredit
For continuing education classes, refunds for "live classroom" courses will be given when a student requests to drop a course at least three business days before the course begins.

Online-Noncredit
For online continuing education classes, refunds will be granted when a student requests to drop the course prior to accessing the online course or receiving and using associated course materials. Students may request a refund for all or a portion of the course after being granted access to the classes only if there are technical difficulties with the delivery of a course that are not resolved in a reasonable period of time or a refund extension period is published.

Pro-Rata Refunds
Campus-based programs will be refunded using pro-rated formula to comply with federal regulations defined in Reauthorization of the Higher Education Act.

Corporate College
The Corporate College does not offer refunds for its programs, including custom, online or stacking options.

MEMBERSHIP FEES

VISUAL ARTS SOCIETY	
Annual Membership (January 1 – December 31)	**$40.00**
Student Membership (with Current CF ID)	**No Charge**

Appleton Museum of Art Membership and Admission Charges
Effective July 1, ~~2025~~ 2026 – June 30, ~~2026~~2027

Admission	Charge/Fee
General Admission	
Members – General, Directors Circle	No Charge
Adult	$10.00
Children – age 0 – 5	No Charge
Youth – age 6-17	$5.00
Student-University – Students 18 and over with I.D.	$8.00
Educator	$8.00
Senior – 55 and over	$8.00
AAA Member Discount	$8.00
Active Military	No Charge
Veterans	No Charge
Family passes (2 adults and 3 children ages 17 and under)	$25.00
Reciprocal Members	No Charge
Appleton Store Only	No Charge
Admission for Special Events, Exhibits and Classes	
Marquis Events and Exhibitions (Separate ticket required as approved by the president)	varies
Classes	Fees established as approved by the president or designee
Group Tour Admission (15 or more persons)	
Adult	$8.00
Senior – 55 and over	$6.00
Educator	$5.00
Student-University – Students 18 and over with I.D.	$3.00
Students K-12 (Marion, Citrus and Levy counties)	No Charge
Bus Driver for Group	No Charge
Chaperone (1 per 10 Students)	$8.00
Members	No Charge

Memberships	Charge/Fee
General Membership	
Student/Educator with I.D.	$20.00
Individual Senior – 55 and over	$30.00
Individual	$35.00
Dual Senior – 55 and over	$50.00
Dual/Family – 2 adults and any children (17 and under)	$60.00
Directors Circle Memberships	
Friend	$125.00
Associate	$250.00
Fellow	$500.00
Colleague	$1,000.00
Partner	$2,500.00
Sustainer	$5,000.00
College of Central Florida	
CF Faculty, Staff, Students, Retirees and CF Alumni Association members with CF ID receive **free** admission only to the Appleton year round. To receive additional benefits, a membership fee is required as follows:	
Receive a 10% discount at the Appleton store, discount on classes and free admission to events.	CF Individual $10.00 CF Dual/Family $20.00

CF Hampton Campus Dental Clinic Services and Charges

Hygiene Procedures and Services		
ADA code	Procedure	Fee
EXAMS		
D0140	Limited Exam (problem focused)	$15.00
D0460	Pulp Vitality tests	$0.00
D0601	Caries Risk Assessment & Documentation: Low	$0.00
D0602	Caries Risk Assessment & Documentation: Medium	$0.00
D0603	Caries Risk Assessment & Documentation: High	$0.00
D0431	Velscope	$10.00
CF00	Subsequent Prophy /PMT	$0.00
CF01	No charge Appt./Educational Purpose	$0.00
RADIOLOGY		
00020	Intraoral: Complete Series—New Patient	$45.00
D0220	Intraoral: Periapical, 1st film	$10.00
D0230	Intraoral: Periapical, additional film	$5.00
D0240	Intraoral: Occlusal film	$5.00
D0270	Bitewing: Single film	$5.00
00D0273	Bitewings: 3 films	$20.00
D0274	Bitewings: 4 films	$25.00
D0277	Vertical Bitewings: 7-8 films	$25.00
D0330	Panoramic film	$45.00
PREVENTATIVE		
D1110	Prophylaxis-Adult	$46.00
D1120	Prophylaxis - Child (under age 14)	$20.00
D1206	Topical Fluoride Varnish	$5.00
D1208	Topical application of Fluoride- excluding varnish	$5.00
D1310	Nutritional counseling	$0.00
D1320	Tobacco counseling	$0.00
D1330	Oral Hygiene instruction	$0.00
D1351	Sealant - per tooth	$20.00
D4341	Scaling/Root Planing 4+ teeth	$40.00
D4342	Scaling/Root Planing 1-3 teeth	$30.00
D4346	Scaling w/presence of inflammation (full mouth)	$46.00
D4355	Full Mouth Debridement	$46.00
D4380	Periodontal post-initial therapy - RE-EVAL	$0.00
D4381	Local Antimicrobial (Arestin) – per tooth	$0.00
D4910	Periodontal Maintenance	$46.00
D9210	Local Anesthesia	$5.00
D9630	Oraqix	$5.00
LAB		
00008	Bleaching syringes x2	$15.00

Restorative Procedures and Services		
EXAMS		
D0120	Periodic Oral Exam	$15.00
D0140	Limited Oral Eval (problem focused)	$15.00
D0150	Comprehensive Oral Exam	$20.00

LAB		
00008	Bleaching syringes x2	$15.00
D0470	Diagnostic casts	$0.00
D9944	Sports Guard/Occlusal Guard (hard, full arch)	$50.00 + lab fee[1]
D9942	Repair &/or reline of occlusal guard	$50.00 + lab fee[1]
D9943	Occlusal guard adjustment	$0.00
D9945	Occlusal guard (soft appliance, full arch)	$50.00 + lab fee[1]
RADIOLOGY		
D0210	Intraoral: Complete Series	$45.00
D0220	Intraoral: Periapical, 1st film	$10.00
D0230	Intraoral: Periapical, additional film	$5.00
D0240	Intraoral: Occlusal film	$5.00
D0270	Bitewing: Single film	$5.00
D0272	Bitewings: 2 films	$15.00
D0273	Bitewings: 3 films	$20.00
D0274	Bitewings: 4 films	$25.00
D0277	Vertical Bitewings: 7-8 films	$30.00
D0330	Panoramic film	$45.00
RESTORATIVE		
00008	Bleaching syringe x2	$15.00
00014	Dental Student restorative (except Lab Fee)	$0.00
00019	Follow up	$0.00
02999	Deliver crown	$0.00
09972	Bleaching per arch w/syringes	$50.00
D1352	Preventive resin	$20.00
D2140	Amalgam – 1 surface	$70.00
D2150	Amalgam – 2 surfaces	$90.00
D2160	Amalgam – 3 surfaces	$110.00
D2161	Amalgam – 4 surfaces	$150.00
D2330	Anterior resin – 1 surface	$100.00
D2331	Anterior resin – 2 surfaces	$120.00
D2332	Anterior resin – 3 surfaces	$140.00
D2335	Anterior resin – 4 surfaces	$175.00
D2391	Posterior resin – 1 surface	$100.00
D2392	Posterior resin - 2 surfaces	$120.00
D2393	Posterior resin – 3 surfaces	$130.00
D2752	Crown – PFM	$600.00 + lab fee[1]
D2920	Recement crown	$30.00
D2940	Sedative filling	$30.00
D2950	Build-up	$90.00
D6242	Bridge pontic	$400.00 + lab fee[1]
D6752	Bridge abutment	$600.00 + lab fee[1]
ORAL SURGERY		
D4212	Gingivectomy or Gingivoplasty to allow access for restorative procedure, per tooth	$195.00
D7140	Extraction, erupted tooth or exposed root (elevation and/or forceps removal)	$65.00
D7210	Extraction, erupted tooth requiring removal of bone and/or sectioning of tooth, and including elevation of mucoperiosteal flap if indicated	$90.00

[1] The laboratory fee may vary depending on procedure and outside laboratory utilized

Restorative Procedures and Services – Removable		
EXAMS		
D0120	Periodic Oral Exam	$15.00
D0140	Limited Oral Eval (problem focused)	$15.00
REMOVABLE		
D5110	complete denture - maxillary	$700 + lab fee[1]
D5120	complete denture - mandibular	$700 + lab fee[1]
D5211	maxillary partial denture – resin base (including, retentive/clasping materials, rests, and teeth)	$500 + lab fee[1]
D5212	mandibular partial denture – resin base (including, retentive/clasping materials, rests, and teeth)	$500 + lab fee[1]
D5213	Maxillary partial denture- cast metal	$600 + lab fee[1]
D5214	mandibular partial denture - cast metal framework with resin denture bases (including retentive/clasping materials, rests and teeth)	$600 + lab fee[1]
D5221	immediate maxillary partial denture - resin base (including retentive/clasping materials, rests and teeth)	$400 + lab fee[1]
D5222	immediate mandibular partial denture - resin base (including retentive/clasping materials, rests and teeth)	$400 + lab fee[1]
D5410	adjust complete denture - maxillary	$30.00
D5411	adjust complete denture - mandibular	$30.00
D5421	adjust partial denture - maxillary	$30.00
D5422	adjust partial denture - mandibular	$30.00
D5511	repair broken complete denture base, mandibular	$90 + lab fee[1]
D5512	repair broken complete denture base, maxillary	$90 + lab fee[1]
D5520	replace missing or broken teeth-complete denture (each tooth)	$60 + lab fee[1]
D5611	repair resin partial denture base, mandibular	$90 + lab fee[1]
D5612	repair resin partial denture base, maxillary	$90 + lab fee[1]
D5621	repair cast partial framework, mandibular	$95 + lab fee[1]
D5622	repair cast partial framework, maxillary	$95 + lab fee[1]
D5630	Repair/replace broken retentive clasping materials (per tooth)	$95 + lab fee[1]
D5640	replace broken teeth - per tooth	$60 + lab fee[1]
D5650	add tooth to existing partial denture	$95 + lab fee[1]
D5660	add clasp to existing partial denture - per tooth	$95 + lab fee[1]
D5710	rebase complete maxillary denture	$200 + lab fee[1]
D5711	rebase complete mandibular denture	$200 + lab fee[1]
D5720	rebase maxillary partial denture	$200 + lab fee[1]
D5721	rebase mandibular partial denture	$200 + lab fee[1]
D5730	reline complete maxillary denture (direct)	$100 + lab fee[1]
D5731	reline complete mandibular denture (direct)	$100 + lab fee[1]
D5740	reline maxillary partial denture (direct)	$100 + lab fee[1]
D5741	reline mandibular partial denture (direct)	$100 + lab fee[1]
D5750	reline complete maxillary denture (indirect)	$140 + lab fee[1]
D5751	reline complete mandibular denture (indirect)	$140 + lab fee[1]
D5760	reline maxillary partial denture (indirect)	$140 + lab fee[1]
D5761	reline mandibular partial denture (indirect)	$140 + lab fee[1]
D5810	interim complete denture (maxillary)	$400 + lab fee[1]
D5811	interim complete denture (mandibular)	$400 + lab fee[1]
D5820	interim maxillary partial denture (including retentive/clasping materials, rests and teeth)	$200 + lab fee[1]
D6056	prefabricated abutment – includes modification and placement	$0.00
D5821	interim mandibular partial denture (including retentive/clasping materials, rests and teeth)	$200 + lab fee

[1] The laboratory fee may vary depending on procedure and outside laboratory utilized

COLLEGE OF CENTRAL FLORIDA

22

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Bargain Man LLC D/B/A GreatChoice Technologies Cybersecurity MOU

INITIATOR: Dr. Jennifer Fryns
Vice President of Workforce Development and Innovation

THROUGH: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

On October 2, 2024, the Board approved entering into a Memorandum of Understanding with Marion County with funds allocated by the National Science Foundation – Cybersecurity grant in connection with our Cyber Expansion Program. Marion County has the leadership and staff necessary to implement the Project, effectively hire student interns, provide IT-related tasks and mentoring, and receive and distribute grant funds as provided.

The College now requests to enter into the same Memorandum of Understanding with the Bargain Man D/B/A GreatChoice Technologies to expand upon our current Information Technology (IT) programs and thereby advance Marion County's public purpose goal of enhancing community workforce capabilities and build a better, more accessible pathway to careers in cybersecurity and IT for students in Marion County.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the agreement with Bargain Man D/B/A GreatChoice Technologies and authorize the District Board of Trustees Chair to sign the agreement.

MEMORANDUM OF UNDERSTANDING

BETWEEN DISTRICT BOARD OF TRUSTEES OF THE COLLEGE OF CENTRAL FLORIDA AND

GREATCHOICE TECHNOLOGIES

This Memorandum of Understanding (hereinafter called "Agreement") is entered into between the **District Board of Trustees of the College of Central Florida**, a Florida College System institution, whose address is 3001 SW College Road, Ocala, FL 34474-4415, (hereinafter called the "RECIPIENT") and **Bargain Man LLC**, a Florida limited liability company D/B/A **GreatChoice Technologies**, 317 NE 36th Ave, Suite 3, Ocala, FL 34470 (hereinafter called the "SUBRECIPIENT") (individually "Party," collectively "Parties").

RECITALS

WHEREAS, RECIPIENT has received funds allocated by the National Science Foundation — Cybersecurity grant in connection with RECIPIENT'S Cyber Expansion Program ("the Project"); and

WHEREAS, RECIPIENT has proposed a funding allocation to SUBRECIPIENT through RECIPIENT'S National Science Foundation — Cybersecurity grant, to underwrite the cost of one (l) IT student intern during Fall 2026 through summer 2027 semesters (three semesters total); and

WHEREAS, RECIPIENT agrees it will provide 120 hours of Cybersecurity grant funding at $15 per hour, for each intern, during each semester, and will screen students for Project eligibility according to its grant guidelines and distribute grant funds to SUBRECIPIENT at the commencement of each semester; and

WHEREAS, SUBRECIPIENT has the leadership and staff necessary to implement the Project, effectively hire student interns, provide IT-related tasks and mentoring, and receive and distribute grant funds as provided herein; and

WHEREAS, SUBRECIPIENT has determined it is in the public interest of Marion County to assist RECIPIENT in the fulfillment of its National Science Foundation — Cybersecurity grant in order to expand upon the RECIPIENT'S current Information Technology (IT) programs and thereby advance SUBRECIPIENT'S public purpose goal of enhancing community workforce capabilities and building a better, more accessible pathway to careers in cybersecurity and IT for students in Marion County; and

WHEREAS, Section 1001.64, Florida Statutes, authorizes the board of trustees of a Florida College System institution to be the contracting agent of the institution and to contract in the name of the board of trustees; and

WHEREAS, it is necessary for RECIPIENT and SUBRECIPIENT to enter into this Agreement for the implementation of the Project; and; now therefore,

IN CONSIDERATION of the mutual covenants and conditions contained herein, and other good and valuable consideration acknowledged by both Parties, the Parties hereto do covenant and agree as follows:

1. RECITALS.

The recitals stated above are true, correct, and incorporated herein as material provisions of this Agreement.

2. TERM.

This Agreement shall be effective the date of the last signature below (the "Effective Date") and shall thereafter remain in effect until RECIPIENT'S FALL 2026 semester unless extended by the Parties or sooner terminated as provided herein.

3. AWARD; PROPORTIONATE USE; REPLENISHED.

A. The Grant.

RECIPIENT hereby authorizes a grant of Funds (the "Grant") to SUBRECIPIENT, subject to the terms and conditions provided in this Agreement, in the amount of ONE THOUSAND EIGHT HUNDRED DOLLARS (Sl,800.00) PER INTERN PER SEMESTER, CONSTITUTING 120 HOURS OF FUNDING AT PER HOUR PER INTERN to underwrite the cost of one (I) IT student intern during the Spring 2026 semesters (the "Award Amount"), for funding to be disbursed and distributed by SUBRECIPIENT to hire student intern(s), provide IT-related tasks and mentoring, and receive and distribute grant funds in connection with the Project.

B. May Be Replenished.

The dollar amount of assistance hereby awarded to SUBRECIPIENT (the "Award Amount") may be replenished by providing SUBRECIPIENT with additional grant funding, by amending this Agreement depending upon replenishment of RECIPIENT'S National Science Foundation — Cybersecurity grant and the showing of the successful operation of SUBRECIPlENT'S Project.

4. SCOPE OF WORK.

In association with the Grant award, SUBRECIPIENT shall exercise reasonable discretion, and in an efficient and expeditious manner, accept and distribute Grant funds in compliance with this Agreement to hire student intern(s), provide IT-related tasks and mentoring, and receive and distribute grant funds in connection with the Project. Any other use of the Grant, or any portion thereof, without the written consent of RECIPIENT is prohibited.

5. GENERAL RESPONSIBILITIES OF SUBRECIPIENT:

5.1 SUBRECIPIENT acknowledges and agrees that the obligations, representations, certifications, and assurances of SUBRECIPIENT in this Grant Agreement are material terms of this Agreement and RECIPIENT affirmatively relies upon same as part of the consideration in entering into this Grant Award. Any breach of a term of this Agreement is a material breach by SUBRECIPIENT.

5.2 SUBRECIPIENT certifies and assures RECIPIENT that SUBRECIPIENT is knowledgeable of and shall comply with all applicable federal, state, and local laws and regulations in executing the Project and Scope of Work. SUBRECIPIENT agrees to furnish all materials, equipment, and services and shall obtain any and all governmental permits necessary to execute the Program/Scope of Work.

5.3 SUBRECIPIENT shall maintain continuous adequate liability insurance coverage during the existence of this Agreement and any renewal(s) and extension(s) thereof. With the exception of a State agency or subdivision as defined by subsection 768.28(2), F.S., by execution of this Agreement, the SUBRECIPIENT accepts full responsibility for identifying and determining the type(s) and extent of liability insurance necessary to provide reasonable financial protections for the RECIPIENT and the persons to be served under this Agreement and Grant.

5.4 In the performance of this Agreement, SUBRECIPIENT shall be acting in the capacity of an "Independent Contractor" and not as an agent, employee, partner, joint venture, or associate of RECIPIENT, thereby making SUBRECIPIENT solely responsible for the means, methods, techniques, sequences, and procedures utilized by SUBRECIPIENT in the full performance of this Agreement.

5.5 SUBRECIPIENT shall keep and provide RECIPIENT with records of all transactions related to this Agreement and RECIPIENT shall have the right to review such records. The parties specifically agree that should RECIPIENT request to review such records, SUBRECIPIENT shall produce the records at SUBRECIPIENT's office located at 317 NE 36th Ave, Suite 3, Ocala FL 34470, during normal business hours.

5.6 **A. Inspection; Public Record.**

All SUBRECIPIENT programmatic and financial documents that are part of or relate to the Grant Award are subject to RECIPIENT inspection and made public record.

B. Additional Information.

RECIPIENT reserves the right to request additional information if deemed necessary during the Term of this Agreement.

C. Repayment.

(1) SUBRECIPIENT may be required to repay all or a portion of Grant monies provided should an audit of SUBRECIPIENT records determine ineligibility of any expenditure or upon the occurrence of a default of this Agreement.

(2) The Parties expressly and specifically agree that all determinations arising from a RECIPIENT audit of SUBRECIPIENT'S records regarding the eligibility or ineligibility of an expenditure of the Grant funding shall be final and binding.

6. MUTUAL INDEMNIFICATION

6.1 Notwithstanding anything to the contrary set forth in the Agreement, each Party agrees to indemnify, defend and hold harmless the other, its officers, board members, agents, representatives and employees from and against any and all fines, suits, claims, demands, penalties, liabilities, costs or expenses, losses, settlements, judgments and awards and action of whatever kind or nature arising out of the Agreement, including attorney's fees and costs (and costs and fees on appeal as well as for litigating the issue of the amount of fees to be awarded), and damages (including, but not limited to, actual and consequential damages) arising from any negligent, willful or wrongful misconduct, knowing misrepresentation or breach of the Agreement by such Party, its officers, board members, agents, representatives or employees. This Section shall not be construed in any way to alter RECIPIENT's waiver of sovereign immunity or the limits established in Section 768.28, Florida Statutes (2023) with respect to actions in tort or contract. Pursuant to Section 768.28, Florida Statutes, nothing in the agreement may require RECIPIENT to indemnify or insure SUBRECIPIENT for Subrecipient's negligence.

6.2 The parties shall fully indemnify, defend and hold harmless the other party from any suits, actions, damages, and costs, including attorney's fees, arising from or relating to infringements of trademarks, copyrights, patents, trade secrets or intellectual property rights.

6.3 The provisions of this Section shall survive the expiration or earlier termination of this Agreement.

6.4 In no event shall RECIPIENT be liable to SUBRECIPIENT for any incidental, indirect, special, punitive or consequential damages even if RECIPIENT knew or should have known about the possibility of such damages for any provision of this Agreement.

6.5 THE LIABILITY AND IMMUNITY OF THE RECIPIENT IS GOVERNED BY THE PROVISIONS OF *768.28, FLORIDA STATUTES, AND, NOTHING IN THIS AGREEMENT IS INTENDED TO EXTEND THE LIABILITY OF RECIPIENT OR TO WAIVE ANY IMMUNITY ENJOYED BY RECIPIENT UNDER THAT STATUTE. ANY PROVISIONS OF THIS AGREEMENT DETERMINED TO BE CONTRARY TO F.S. *768.28 OR TO CREATE ANY LIABILITY OR WAIVE ANY IMMUNITY EXCEPT AS SPECIFICALLY PROVIDED IN F.S. *768.28 OR THIS AGREEMENT SHALL BE CONSIDERED VOID.

7. PUBLIC RECORDS COMPLIANCE.

A. SUBRECIPIENT acknowledges that any material, including papers, photographs, films, and audio recordings, made or received by SUBRECIPIENT in connection with SUBRECIPIENT's request for Project funding is a public record and subject to public inspection, unless there is a legislatively created exemption that makes it confidential and not subject to disclosure. Therefore, SUBRECIPIENT acknowledges that it cannot dictate to RECIPIENT what material is open to public inspection or the circumstances under which material is deemed confidential.

B. If, under this Agreement, SUBRECIPIENT is providing services and is acting on behalf of RECIPIENT as provided under Section 1 19.001 (2), Florida Statutes, then, SUBRECIPIENT shall comply with public records laws, specifically:

(1) Keep and maintain public records required by RECIPIENT to perform the service;

(2) Upon request from RECIPIENT's custodian of records, provide RECIPIENT with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 1 19, Florida Statutes, or as otherwise provided by law;

(3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Term of this Agreement and following completion of this Agreement if SUBRECIPIENT does not transfer the records to RECIPIENT; and,

(4) Upon completion of this Agreement, transfer, at no cost, to RECIPIENT, all public records in possession of SUBRECIPIENT or keep and maintain public records required by RECIPIENT to perform the service. If SUBRECIPIENT transfers all public records to RECIPIENT upon completion of this Agreement, SUBRECIPIENT shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If SUBRECIPIENT keeps and maintains public records upon completion of this Agreement, SUBRECIPIENT shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to RECIPIENT upon request from RECIPIENT's custodian of public records in a format that is compatible with the information technology systems of RECIPIENT.

C. If SUBRECIPIENT fails to provide the public records to RECIPIENT within a reasonable time or otherwise, SUBRECIPIENT may be subject to penalties under Section 119.10, Florida Statutes and may be subject to unilateral cancellation of this Agreement by RECIPIENT.

D. IF SUBRECIPIENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO RECIPIENT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE RECIPIENT AT:

College of Central Florida
Attn: Public Records
3001 SW College Road
Ocala, FL 34474
Email: publicrecords@cf.edu

E. Pursuant to current State law, requests to inspect or copy public records relating to this Agreement for services must be made directly to RECIPIENT. If SUBRECIPIENT receives any such request, SUBRECIPIENT shall instruct the requestor to contact RECIPIENT. If RECIPIENT does not possess the records requested, RECIPIENT shall immediately notify SUBRECIPIENT of such request, and SUBRECIPIENT must provide the records to RECIPIENT or otherwise allow the records to be inspected or copied within a reasonable time.

F. SUBRECIPIENT acknowledges that failure to provide the public records to RECIPIENT within a reasonable time may be subject to penalties under Section 1 19.10, Florida Statutes. RECIPIENT further agrees not to release any records that are statutorily confidential or otherwise exempt from disclosure without first receiving prior written authorization from RECIPIENT.

G. SUBRECIPIENT shall indemnify, defend, and hold RECIPIENT harmless for and against any and all claims, damage awards, and causes of action arising from Subrecipient’s failure to comply with the public records disclosure requirements of Section 119.07(1), Florida Statutes, or by SUBRECIPIENT's failure to maintain public records that are exempt or confidential and exempt from the public records disclosure requirements, including, but not limited to, any third-party claims or awards for attorneys' fees and costs arising therefrom. SUBRECIPIENT authorizes RECIPIENT to seek declaratory, injunctive, or other appropriate relief against SUBRECIPIENT from a Circuit Court in Marion County on an expedited basis to enforce the requirements of this Section.

H. SUBRECIPIENT acknowledges RECIPIENT's obligations under Article 1, Section 24, Florida Constitution and Chapter 286, Florida Statutes [commonly known as the Florida Government in the Sunshine Law (the "Sunshine Law")] and SUBRECIPIENT

acknowledges that RECIPIENT is required to comply with Article l, Section 24, Florida Constitution and Chapter 286, Florida Statutes. SUBRECIPIENT agrees to comply with and to assist RECIPIENT in complying with the same as it relates to all aspects of this Agreement.

1. SUBRECIPIENT shall immediately notify RECIPIENT if SUBRECIPIENT receives a public records request related to this Agreement.

J. The provisions of this Section shall survive the expiration or earlier termination of this Agreement.

8. EVENTS OF DEFAULT.

The following are events of default:

A. Improper use of Grant funds whether found by RECIPIENT, an auditor, or another authority;

B. SUBRECIPIENT's failure to perform in accordance with the terms of this Agreement;

C. SUBRECIPIENT's failure to perform timely;

D. Inability or unwillingness to comply with the conditions imposed upon the expenditure of Grant Funds;

E. Materially incorrect or incomplete information or documentation in any Grant-related document; or

F. Changes in law or the availability of Grant funds that render the assistance contemplated herein impossible or infeasible.

9. TERMINATION.

A. RECIPIENT Termination.

(1) RECIPIENT may terminate this Agreement at any time with or without cause by written notice to SUBRECIPIENT in the manner specified for the giving of notices herein. Such notice shall include the contemporaneous electronic return of all unexpended Grant funds as well as SUBRECIPIENT's final report.

(2) Upon such termination, any future funding contemplated herein would terminate.

B. **SUBRECIPIENT Termination for Cause.**

(1) Right.

SUBRECIPIENT shall have the right to terminate this Agreement upon the occurrence of any Event of Default or any other failure by RECIPIENT to perform according to this Agreement.

Notice. Manner.

SUBRECIPIENT's election to terminate this Agreement for default shall be communicated by providing RECIPIENT written notice of termination in the manner specified below.

C. **SUBRECIPIENT Termination for Convenience.**

SUBRECIPIENT reserves the right to terminate this Agreement in whole or in part at any time for the convenience of SUBRECIPIENT without penalty or recourse. Upon receipt of such notice, RECIPIENT shall immediately discontinue all further activity under this Agreement and affirmatively act to minimize damages. D.

Appropriated Funds.

The obligation of RECIPIENT for payment to SUBRECIPIENT is limited to the availability of funds appropriated in a current fiscal period, and continuation of this Agreement into a subsequent fiscal period is subject to appropriation of funds, unless otherwise authorized by law.

10. FORCE MAJEURE.

No Party shall be held in default of this Agreement for any delay or failure of such Party in performing its obligations pursuant to this Agreement if such delay or failure is caused by Force Majeure as set forth in Section "13."

11. SUBRECIPIENT'S REMEDIES UPON DEFAULT.

Upon default, SUBRECIPIENT may pursue any remedies available at law or equity, to include, without limitation, the following:

A. Terminate this Agreement without further notice;

B. Declare any or all funding provided under this Agreement due and payable to SUBRECIPIENT within seven (7) calendar days of the date of notice;

C. In the event of any violation or threatened violation of any of the terms, covenants and conditions of this Agreement, SUBRECIPIENT shall have the right, but not the obligation to enjoin such violation or threatened violation in a court of competent jurisdiction in Marion County, Florida;

D. SUBRECIPIENT shall be entitled to recover from RECIPIENT all damages, costs, and attorney's fees arising from RECIPIENT's default prior to termination; and

E. The remedies above, including the right of injunction, shall be in addition to any and all other remedies under statute, at law, or in equity.

12. ACCOUNTABILITY AND OVERSIGHT.

A. Funds Use Limited to Agreement.

The use of any funds provided under this Agreement for a purpose other than those expressly stated herein is prohibited.

B. SUBRECIPIENT Compliance.

In addition to the foregoing and the other terms and conditions provided in this Agreement, SUBRECIPIENT shall comply with the following requirements:

(1) Records and Accounting.

a. Demonstrate Compliance.

SUBRECIPIENT shall keep and maintain accurate and complete books and records of all Grant fund expenditures by SUBRECIPIENT to demonstrate the Grant funds were disbursed, distributed and used by SUBRECIPIENT in compliance with this Agreement. The records shall account for every Grant, expenditure, or other distribution made of the Grant funds and shall include copies of associated documents to include without limitation receipts, invoices, and any other documents related to any necessary administrative cost incurred by SUBRECIPIENT in the performance of SUBRECIPIENT's services described in the Scope of Work.

b. Survive Expiration or Termination.

The provisions of this Section shall survive the expiration or earlier termination of this Agreement.

13. FORCE MAJEURE.

If a Party is delayed in any performance pursuant to this Agreement for occurrence of an event of Force Majeure, the date for action required or contemplated by this Agreement shall be extended by the number of days equal to the number of days such Party is delayed. The Party seeking to be excused based on an event of Force Majeure shall give written notice of the delay indicating the anticipated duration. Each Party shall use its best efforts to rectify any conditions causing the delay and will cooperate with the other Party, except for the occurrence of unreasonable additional costs and expenses, to overcome any loss of time that has resulted.

14. GOOD FAITH.

Each Party will act in good faith in the performance of its respective responsibilities under this Agreement and will not unreasonably delay, condition or withhold the giving of any consent, decision or approval that is either requested or reasonably required by the other Party in order to perform its responsibilities under this Agreement.

15. NON-ASSIGNABILITY.

This Agreement shall not be assigned, transferred, or encumbered by RECIPIENT unless authorized by COUNTY in writing as a modification to this Agreement.

16. SEVERABILITY.

A. If any provision of this Agreement shall for any reason be held to be invalid, illegal , unenforceable, or in conflict with any law of a Federal, State, or local government having jurisdiction over this Agreement, such provision shall be construed so as to make it enforceable to the greatest extent permitted, such provision shall remain in effect to the greatest extent permitted and the remaining provisions of this Agreement shall remain in full force and effect unless RECIPIENT or SUBRECIPIENT elect to terminate this Agreement.

B. An election to terminate this Agreement based upon this provision shall be made within seven (7) days after the finding by the court becomes final.

C. Prior to terminating this Agreement, the Parties may agree to substitute an enforceable provision that, to the maximum extent possible under applicable law, preserves the original intentions and economic positions of the Parties.

17. NOTICE.

Any notice required to be provided hereunder shall be in writing, directed to the Parties at the address stated in the opening paragraph, and shall be effective upon receipt or refusal to accept receipt. Notices may be delivered via hand, certified U. S. Mail, return receipt requested, or via nationally or locally recognized reliable delivery service.

a. Contact Information for the SUBRECIPIENT:

Evan Meyerberg
Owner
GreatChoice Technologies
317 NE 36th Avenue, Suite 3
Ocala, FL 34470
(352) 301-3016
office@greatchoice.com

b. Contact Information for the RECIPIENT:

Bonnie Hays, Manager, Work Readiness
352-854-2322 ext. 1855
haysb@cf.edu

18. BINDING EFFECT.

This Agreement will be binding on and inure to the benefit of the Parties and their respective heirs, personal representatives, successors and assigns.

19. NO THIRD-PARTY BENEFICIARIES.

Nothing in this Agreement, express or implied, is intended to or will be construed to confer on any person, other than the Parties to this Agreement, any right, remedy, or claim under or with respect to this Agreement.

20. AMENDMENTS.

This Agreement may only be amended by a written instrument executed by the Parties which specifically refers to this Agreement.

21. RELATIONSHIP OF THE PARTIES.

SUBRECIPIENT is an Independent Contractor in the performance of this Agreement. Nothing in this Agreement is intended nor shall be construed to create any form of partnership or joint venture relationship between or among the Parties, or to allow either to exercise control or direction over the other.

22. APPLICABLE LAW/VENUE.

The laws of the State of Florida shall govern any and all claims arising under this Agreement, Venue of any action arising hereunder shall lie only in the courts of the Fifth Judicial Circuit, located in Marion County, Florida, or in the United States District Court, Middle District of Florida, Ocala, Florida Division.

23. EXPENSES; ATTORNEYS' FEES.

Except as otherwise expressly provided in this Agreement, each Party to this Agreement will bear the Party's own expenses in connection with the preparation, execution, and performance of this Agreement. Each Party shall be responsible for its own legal and attorneys' fees, costs, and expenses incurred in connection with any dispute or any litigation arising out of, or relating to this Agreement, including attorneys' fees, costs, and expenses incurred for any appellate or bankruptcy proceedings.

24. WAIVER OF JURY TRIAL.

By entering into this Agreement, RECIPIENT and SUBRECIPIENT hereby expressly waive any rights either may have to a trial by jury of any civil litigation related to this Agreement for any litigation limited solely to the Parties of this Agreement

25. INTERPRETATION.

Neither of the Parties shall be considered the drafter of this Agreement for purposes of its interpretation.

26. NO WAIVER.

The rights of RECIPIENT and of SUBRECIPIENT herein shall be cumulative, and failure on the part of RECIPIENT or SUBRECIPIENT, as applicable, to exercise promptly any rights given herein shall not operate to forfeit any of the said rights nor constitute a waiver thereof as to any future occasion.

27. ENTIRE AGREEMENT; SEVERABILITY.

This Agreement (including its exhibits) constitutes the entire agreement and understanding of the Parties with respect to its subject matter and supersedes all prior understandings and agreements, whether oral or written, among the Parties with respect to such subject matter. No representations, inducements, promises or agreements, oral or otherwise, between the Parties, not embodied herein shall be of any force and effect.

Invalidity or unenforceability of one or more provisions of this Agreement shall not affect any other provision of this Agreement.

28. LEGAL AUTHORIZATION.

SUBRECIPIENT certifies that it has the legal authority to receive the funds contemplated by this Agreement. RECIPIENT also certifies that the undersigned person has the authority to legally execute and bind RECIPIENT to the terms of this Agreement.

[This portion of page intentionally left blank. Signature page follows.]

IN WITNESS WHEREOF, the Parties have entered into this Agreement by their duly authorized officers on the date of the last signature below.

ATTEST:

COLLEGE OF CENTRAL FLORIDA

James Henningsen, President Date

Robert W. Batsel, Jr., General Counsel

DISTRICT BOARD OF TRUSTEES OF THE COLLEGE OF CENTRAL FLORIDA

Charlie Stone, Chair Date

ATTEST:

GREATCHOICE TECHNOLOGIES



Tabatha Chamberlain, Manager Date



Evan Meyerberg, Owner Date

COLLEGE OF CENTRAL FLORIDA

23

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Annual Operating Budget - 2026-2027

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

Each year, the District Board of Trustees is required to approve the College's Operating Budget which is prepared with input from all departments, deans, directors, vice presidents, and other budget managers.

A report summarizing the budget and focusing on Board-established priorities will be made to the Board, and a copy of the proposed budget presented in the format required by the Division of Florida Colleges will be available for review at the June Board meeting.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approves the 2026-2027 General Fund Operating Budget as presented and authorize the President to sign.

FY 25-26 Budget and FY 26-27 Recommended Budget

	Revenue	2025-26 Budget	2026-27 Budget	Amount Change	% Change
I	**Student Fees**				
	Student Fees	15,001,348	15,451,388	450,040	3.0%
	Dual Enrollment	480,000	480,000	0	0.0%
	Total Student Fees	**$15,481,348**	**$15,931,388**	**$450,040**	**2.9%**
II	**State Support**				
	State - CCPF	35,862,293	37,224,626	1,362,333	3.8%
	State - Lottery	5,543,605	5,543,605	0	0.0%
	State - PBIF	638,307	641,484	3,177	0.5%
	Industry Certs	300,000	300,000	0	0.0%
	Nursing PIPELINE	802,620	1,001,213	198,593	24.7%
	Total State Support	**$43,146,825**	**$44,710,928**	**$1,564,103**	**3.6%**
III	**Other Income**	**$3,688,974**	**$4,038,974**	**$350,000**	**9.5%**
	Carryforward Fund Balance	**$2,000,000**	**$2,000,000**	**$0**	**0.0%**
	Total Revenue	**$64,317,147**	**$66,681,291**	**$2,364,143**	**3.7%**
	Expenses				
IV	**Salaries**				
	Full-time	24,184,593	24,610,978	426,385	1.8%
	Part-time	2,769,990	2,911,229	141,239	5.1%
	Overloads	2,156,072	2,156,072	0	0.0%
	Adjuncts	2,980,817	2,980,817	0	0.0%
	Benefits	11,543,652	12,395,152	851,500	7.4%
	Total Salaries	**$43,635,124**	**$45,054,247**	**$1,419,124**	**3.3%**
V	**Current Expense**	**$18,732,023**	**$19,677,043**	**$945,020**	**5.0%**
VI	**Capital Outlay**	**$750,000**	**$750,000**	**$0**	**0.0%**
	J1 SAS & Implementation	**$1,200,000**	**$1,200,000**	**$0**	**0.0%**
	Total Expenses	**$64,317,147**	**$66,681,291**	**$2,364,143**	**3.7%**
	Incr/(Decr) Fund balance	$0	$0		

COLLEGE OF CENTRAL FLORIDA

24

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Salary Schedule and Related Personnel Policies 2026-2027

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

The 2026-2027 Salary Schedule and Related Personnel Policies manual includes salary schedules for all groups of employees, CF Board Policies pertinent to employees' salaries and benefits, and information to assist in interpreting and implementing the policies.

Proposed additions to the revised Salary Schedule and Related Personnel Policies are underlined and deletions are shown with a ~~strikethrough~~.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approves the 2026-2027 Salary Schedule and Related Personnel Policies manual as presented.



SALARY SCHEDULE AND RELATED PERSONNEL POLICIES

2026-2027

College of Central Florida

2026-2027
Salary Schedule and Related Personnel Policies

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College of Central Florida offers equal access and opportunity in employment, admissions and educational activities. The college will not discriminate on the basis of race, color, ethnicity, religion, sex, age, marital status, national origin, genetic information, veteran status or disability status and any other factors prohibited under applicable federal, state, and local civil rights laws and regulations in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this policy statement, the college will not tolerate such conduct. The Title IX Coordinator has been designated to handle inquiries regarding nondiscrimination policies and can be contacted at the Ocala Campus, 3001 S.W. College Road, at 352-291-4410 or Compliance@cf.edu.

College of Central Florida

2026-2027
Salary Schedules and Related Personnel Policies

Introduction

The college's salary schedule and related personnel policies manual includes a number of policies that make up part of the policies of the District Board of Trustees. All CF Board Policies that are directly quoted within this document are presented in *italic* type to make them easily distinguishable. The policies are included in the salary schedule to assure a timely annual review, to streamline the college's administrative operations, and to provide a concise reference to procedures and policies related to salary administration and related personnel policies. This document is adopted annually by the District Board of Trustees.

General Personnel Policies

Employment of Personnel

The District Board of Trustees appoints all personnel upon recommendation of the President. Individuals who have retired from the College may be considered for positions for which they qualify but may not be appointed to a position they held previously at the College unless selected for that position via the normal advertisement and selection process. The college reserves the right to assign and transfer these personnel within the assigned level of employment to meet the needs of the college. In a situation in which the college requires service prior to Board approval, the employee will receive compensation until the time of Board action.

New employees may not receive paychecks or other forms of compensation until all appropriate documentation is on file in the Human Resources Office. Documentation includes all official college and university transcripts; appropriate licenses, certifications, and other documentation to support job qualifications; a copy of the high school or trade school diploma, if appropriate for the position; a signed drug-free statement; a loyalty oath; W-4 and I-9 forms; and a signed form indicating knowledge of this requirement. Each employee must also sign the CF Appropriate Use Agreement.

Employees are responsible for maintaining required licenses and certificates as necessary for the areas in which they work or teach. A copy of the current license must be on file in the Human Resources Office. Failure to maintain necessary licensure or certification is grounds for termination of employment.

Employment contracts are issued to faculty and administrators. The college annually submits contractual arrangements and salary schedules for all personnel to the District Board of Trustees. Salaries for all employees are determined according to the Salary Schedule.

The Board of Trustees may consider the past actions of any person applying for employment and may deny employment to a person because of misconduct, if determined to be in the best interest of the college. (CF Policy 6.00)

Criminal Background Screenings

It is the policy of the College of Central Florida (the "College") to perform pre-employment Level II criminal background screenings of all final candidates for employment, including current employees seeking transfer or promotional opportunities and external job applicants who are finalists for full and part-time positions. Further, the College shall perform Level II criminal background screenings of any College volunteer prior to entering upon the College campus to interact with students, faculty or staff in a volunteer capacity.

The purpose and intent of this policy is to promote a safe and secure College community and learning environment for the benefit of students, faculty, staff and guests.

The president may adopt and amend procedures for the implementation of this policy. (CF Policy 6.05)

Employee Arrest Notification and Reporting

The college is committed to ensuring a safe and secure campus. As part of this commitment, the college receives real-time notifications of employee arrests. All employees have a mandatory responsibility to immediately notify Human Resources within 24-72 business hours if they are arrested, cited, charged with, or convicted of a crime (excluding minor traffic violations unless job related). Failure to comply with this reporting requirement may lead to disciplinary action, up to and including termination. All reported incidents will be reviewed in accordance with college policy and legal requirements.

Job Descriptions and Classifications

Job descriptions and classifications are developed to provide for uniform and consistent determination of salaries and equitable treatment of employees. The adoption of the Salary Schedule by the District Board of Trustees recognizes and approves the classifications. Copies of the job descriptions and classifications are available from the Human Resources Office, from each vice president, in college libraries, on the internet, Citrus Campus, Hampton Center, Levy Campus, and the Appleton Museum of Art.

In classifying positions, the college uses the following definitions:

Regularly Established Full-time Positions: A position authorized and established by the Board to satisfy a continuing and recurring workload requirement. For teaching faculty, full-time positions require a schedule of not less than 35 hours per week and not less than 168 scheduled work days during an academic or budget year. For all other employees, full-time positions are scheduled for a minimum of at least 37.5 hours per week for eight or more calendar months during a fiscal year (July 1 through June 30).

Temporary Full-Time Faculty: An instructional position on a temporary full-time basis may be established for duration no longer than 168 or 220 days, but successive contracts of the same or less duration may be issued upon the President's approval for up to a maximum of two years.

Temporary Administrative, Professional and Career: An administrative, professional, technology or career service position may be established temporarily for a duration of up to 260 days per fiscal year (July 1 through June 30) upon the President's approval. These positions may be renewed with the President's approval for up to a maximum of two years.

Regularly Established Part-time Positions: A position authorized and established by the Board to satisfy a continuing and recurring workload requirement for an administrative, professional, technology or career service employee which requires an employee to provide service for 20 or more hours per week for at least eight (8) calendar months each academic or budget year.

Other Personal Services (OPS – Temporary Positions): A position for which compensation is paid to a person who is not a full-time or part-time employee in a regularly established position. The definition includes student assistants, temporary employees, and part-time academic employees specifically budgeted by the college.

The position is established to meet a workload of a temporary, casual, or seasonal nature. The position may be established for a period not to exceed a total of 2,080 clock hours.

Employees in OPS positions do not receive benefits except those required by statute or regulation.

Temporary positions do not automatically become regular positions even though an employee is assigned to perform or agrees to accept work assignments that exceed the normal workload for short periods of time.

Classification of positions is according to the predominance of tasks assigned. Generally, that requires analysis of the tasks that make up fifty percent (50%) or more of the assigned workload. Positions are not reclassified because an employee is assigned to or agrees to perform supplemental duties.

Employees are classified according to the positions to which they have been assigned or appointed. Employment contracts are issued to administrative and faculty employees.

> *Faculty – Positions officially designated by the District Board of Trustees as instructional. The primary and predominant activities of such positions involve direct instruction, library, or learning resources support services, academic advisement, career advisement, and student support services. Instructional positions include full-time and part-time faculty, temporary full-time faculty, librarians, department chairs, program managers, and adjunct instructors.*
>
> *Administrative Positions – The primary duties of such positions shall involve executive, managerial, and decision-making responsibilities. The duties of these positions include planning, directing, developing, organizing, and utilizing college resources (manpower, material, financial, and facility resources). Administrators direct, schedule, manage and supervise other employees. Examples of positions classified as Administrative are the following: President, Vice President, Associate Vice President, Dean, and Associate Dean.*
>
> *Professional Positions – The primary duties of such positions provide oversight of specific operations of the college or provide services of a highly technical nature. Employees in these positions generally have specialized training, experience, or certifications that relate directly to the functions of the positions. Employees in these positions may supervise other employees. Examples of positions classified as Professional are the following: Coordinators and Managers.*
>
> Technology Positions – The primary duties of such positions provide services in the Information Technology department and are highly technical. Employees in these positions are required to possess specialized training, experience, or certifications that relate directly to advanced knowledge and competence in a highly specialized or highly technical field. Employees in these positions may supervise other employees. Examples of positions classified as Technology are the following: Programmer, PC/AV Technician, and Information Technology Manager.
>
> *Career Service Positions – The primary duties of such positions involve performance of support functions essential for the effective operation of the college and other than those designated as Faculty, Administrative, or Professional. Some Career Service employees may supervise other employees. Career Service positions may be further classified as Administrative Support, Instructional Support, Student Support, Technical Support, Plant Support, and Facilities Support.*
>
> *Other – In order to conduct effective operations, the college may periodically employ individuals to perform services in positions that are not classified in one of the above groups.*

Administrators are obligated to monitor and control workload assignments given to subordinates to avoid inadvertent conflict with these guidelines.

Regular positions are funded from the regular college budget or from grant and contract program funds. Temporary positions are paid from the Other Personnel Services (OPS) category. (CF Policy 6.01)

Grant-Funded Positions

Persons employed through a grant or similar types of non-recurring funds hold their positions only for the duration of the grant. The college Salary Schedule determines grant-funded positions. Persons employed in positions funded by grants should not expect continuation of employment beyond the expiration of the grant.

Annual increases must be projected in grant budgets. The amount of increase will not differ from increases approved for regular college employees. Increases for grant-funded persons are given at the same time as other college employees. Reclassification of positions funded through grants must follow the normal college reclassification process.

Except as provided herein, grant employees are eligible for college benefits and subject to all other terms and conditions of employment. (CF Policy 6.21)

General Salary Policies

Minimum Requirements and Educational Advancement

The minimum requirements for positions at the college are outlined in the job descriptions which are published on the intranet under Human Resources – Job Descriptions.

When a person is recommended for employment and is the best applicant for a position but does not meet certain minimum qualifications for the position, the college may place the employee in a "Trainee" position. (CF Policy 6.02) (See separate section on Trainees.)

Initial Salary Placement

The college places employees in the appropriate pay grade for the position at the time of their appointment or reappointment according to the provisions of the salary schedule. (CF Policy 6.02). Employees are placed at the minimum salary for the position unless exceptions are approved. The following criteria are used for placement:

1. Administrative Personnel – Salary is determined by the level of responsibility and by the years of verifiable experience evaluated as being applicable to the position. Generally, starting salary is limited to not more than twenty-five percent (25%) above the minimum salary for the position. The President must approve exceptions above this percentage.

2. Professional Personnel – Salary is determined by the level of responsibility and by the years of verifiable experience evaluated as being applicable to the position. Generally, starting salary is limited to not more than twenty percent (20%) above the minimum salary for the position. The President must approve exceptions above this percentage.

3. Technology Personnel – Salary is determined by the level of responsibility and by the years of verifiable experience evaluated as being applicable to the position. Generally, starting salary is limited to not more than twenty percent (20%) above the minimum salary for the position. The President must approve exceptions above this percentage.

4. Instructional Personnel – Initial salary is determined by the academic rank assigned and years of verifiable instructional or other directly related work experience. A maximum of eight (8) years of qualified experience may be counted to determine the initial salary placement. Each year of experience will be evaluated to determine its value to the position. For each year of qualified experience, two percent (2%) of the base salary will be added to the base salary. The President must approve exceptions above the 8-year limit.

5. Career Service Personnel – Salary is determined by the level of responsibility and by the years of verifiable experience evaluated as being applicable to the position. Generally, starting salary is limited to not more than ten percent (10%) above the minimum salary for the position. The President must approve exceptions above this percentage.

6. Previous CF Experience – Individuals returning to the college after a break in service will return at the same level of experience and pay associated with that level (unless prevented by budget constraints) at which they were placed when they ended employment provided they are returning to the same position. A break in service shall be defined as 12 months or less, for salary determination.

7. Fractional Years of Service – Credit is allowed if an employee was employed for at least ¾ of the scheduled workdays in an academic or fiscal year as a full-time employee. Minor fractions of a year may not be credited toward experience nor may fractions of years be combined to create a year of service.

8. Hiring Below Minimum Salary – When an individual does not meet the minimum training and experience required for classification, an individual may be paid below the minimum of the appropriate classification as described in the "Trainee Category."

Observation Period

The Observation Period is intended to give new career service, professional, and technology employees the opportunity to demonstrate their ability to achieve a satisfactory level of performance and to determine whether the new position meets their expectations. The college uses this period to evaluate employee capabilities, work habits and overall performance. Either the employee or the college may end the employment relationship at will at any time during the Observation Period, with or without cause.

All new and rehired career service, professional, and technology employees work in an observation period for the first 90 calendar days after their date of hire. Career service and professional employees who are promoted or transferred within the college must complete an Observation Period of the same length with each reassignment to a pay grade or position in which the employee has not previously served. (CF Policy 6.06)

Any significant absence extends the Observation Period by the length of the absence. If the college determines that the initial Observation Period does not allow sufficient time to thoroughly evaluate the employee's performance, the Observation Period may be extended for a specified time.

Upon completion of the initial 90-day Observation Period, the immediate supervisor completes a performance evaluation of the employee and makes one of the following recommendations:

1. That Observation status is removed and the employee is recommended for regular appointment.

2. That the Observation Period continues for an additional 30 days or longer as determined by the supervisor after consultation with the Human Resources Office.

3. That employment is terminated.

The recommendation of the supervisor is reviewed by the vice president supervising the area. Personnel who satisfactorily complete the Observation Period, including any extension(s), shall be referred to the District Board of Trustees for regular appointment at the first regular meeting of the Board following the completion of this period.

Appointment to Regular status following the completion of the Observation Period does not create an employment contract or term. Under Florida Law, employment relationships that do not specify a definite term of employment are terminable "at-will." The employee or CF can end the employment relationship at any time for any reason, other than those prohibited by law. Employment contracts that specify a definite term of employment are not terminable "at-will." Both parties must abide by the terms of the agreement.

Employees who are under the 90-day or extended Observation Period are not eligible to apply or transfer to vacant/posted positions within the college until the observation period is ended and regular appointment status has been approved.

Employee Benefits During the Observation Period – Career service, professional, and technology employees assigned to regular full-time positions will be eligible for the following benefits during the Observation Period:

1. Sick leave - *During the Observation Period, sick leave will be earned at the rate of one day per month or major fraction thereof for each month of actual employment. Earned sick leave may be used during the Observation Period when required because of illness.*

   Full-time eligible employees new to CF may transfer accumulated, unused sick leave from another Florida College System institution, the State University System, the Department of Education, a Florida district school board, or a state agency (CF Policy 6.14). Transferred leave is credited on a one-for-one basis as it is earned at CF, meaning one day of sick leave is transferred for every one day of sick leave earned at the College.

2. Vacation leave - *During the Observation Period, 260-day employees earn vacation leave at the rate of one day per month or major fraction thereof for each month of actual employment. However, employees shall not be eligible to use vacation leave until they have completed the Observation Period, unless approved by the President.* (CF Policy 6.06)

   Full-time employees new to CF may be eligible to receive credit towards their vacation leave accrual rate if previously employed full-time at another Florida College System institution. CF does not use employment applications to conduct this process, nor does the college initiate this process. Employees must initiate this process by contacting their former institution and requesting official verification of full-time employment dates. This verification must be sent directly from the form institution's HR or Payroll department to CF's Payroll Department (on letterhead or via official college e-mail.). Once the employee's prior service is successfully verified, vacation leave accrual rate will be adjusted according to college policy. Adjustments will not be retroactive. Requests for prior service credit will not be accepted if submitted more than six (6) months after your hire date at CF.

3. Group insurance - Regular, full-time employees shall be eligible to participate in group medical and life insurance programs effective the first day of the calendar month after the month in which the state deducts (or People First receives) a full month's premium. Coverage always begins on the first day of a month and continues for the rest of the calendar year, as long as you pay premiums on time and you remain eligible.

Forfeiture of Benefits – Personnel who fail to satisfy all employee requirements during the Observation Period, including those who resign, abandon their job, fail to report to work, are terminated for cause, or any other reason, shall automatically forfeit all rights and entitlements to employee benefits described herein. (CF Policy 6.06)

Annual Salary Increases

Full-time employees must normally have a year of service before becoming eligible for an increase in pay. In order to qualify, an employee must work at least one day more than half the workdays as determined by their contract or assigned work year schedule.

Annual pay increases for full-time personnel may be given subject to adequate funding and based on the recommendation of the President and approval of the District Board of Trustees. (CF Policy 6.22)

Upon recommendation of the President and at the discretion of the District Board of Trustees, a non-recurring salary increase to all eligible employees may be awarded at any time during the fiscal year (July 1 through June 30), contingent upon available funds. This non-recurring salary increase may be in addition to or in lieu of a regular salary increase. (See "Salary Adjustments.")

Limits on Eligibility for Annual Salary Increases

Persons employed to teach full-time on a month-to-month basis as needed normally do not receive annual increases.

Employees on leave more than half of the scheduled workdays (as determined by their contracts or assigned work year schedule) in one year, with or without compensation, are not eligible for a pay increase the following year. Employees on Board approved sabbatical leave are exempt from this provision.

Employees whose overall rating in an annual evaluation is determined to be unsatisfactory will not be eligible for an annual pay increase during the fiscal year following the unsatisfactory evaluation rating.

Work performed during an overtime assignment shall not be recognized in calculating years of service.

Only one year of service may be recognized within one fiscal year. (CF Policy 6.22)

Definition of a Work Year

The work year for all employees is defined as concurrent with the college's fiscal year that begins at 12:01 AM on July 1st and ends at midnight on June 30th of the following year.

The work year includes all weekdays from and including January 1 through December 31. Of the total work days, the following are classified as paid holidays:

New Year's Day
Martin Luther King, Jr. Day
Spring Break
Memorial Day
Fourth of July
Labor Day
Veterans Day
Thanksgiving, the day before, and the day after
Christmas and the day before
All weekdays falling between Christmas Day and New Year's Day.
(The college calendar, as adopted by the District Board of Trustees, may identify additional days as non-working days.) (CF Policy 6.23)

Full-time employees in a non-exempt status who are required by their supervisor to work during paid college holiday periods will receive their regular holiday pay plus their straight hourly rate for the first 2.5 hours and time and a half for any time beyond the first 2.5 hours. An extra duty form must be completed for payroll purposes.

Part-time employees in a non-exempt status who are required by their supervisor to work on college observed federal holidays will receive time and a half for hours worked between the time period of 12:01 AM and midnight on the holiday. These holidays are:

New Year's Day
Martin Luther King, Jr. Day
Memorial Day
Fourth of July
Labor Day
Veterans Day
Thanksgiving Day
Christmas Day

For the purpose of calculating daily rates for Administrative, Professional, Technology and Career Service employees, the work year for a full-time employee is defined as 260 days.

The work year for employees assigned to the Appleton Museum of Art is defined as 260 days of which the number of paid non-working days will be the equivalent of all other full-time employees. Employees assigned to the Museum will work individually assigned annual schedules to facilitate Museum operations.

When a holiday falls on a weekend, the college calendar may be adjusted to provide employees with another non-working day. (CF Policy 6.23)

Definition of a Year's Service with the College

An employee is considered to have completed a year of service when they work at least one day more than half the scheduled work days as determined by their contracts or assigned work year.

Salary Adjustments

The following are examples of exceptions that may be made within the approved salary schedules:

- Delayed Funding -The timing of legislative appropriations may preclude determining the amount of funds available for salary purposes. If at any time during the fiscal year additional funds become available, the District Board of Trustees may exercise any option it selects to in order to provide salary adjustments for college personnel. Options may include, but are

not limited to, lump sum payments, a percentage increase prorated and spread throughout the remainder of employees' pay periods in the budget year, and amendments to the approved salary schedules.

- Highly Specialized or Limited Availability Positions - To attract and/or retain employees in certain technical and otherwise highly specialized positions, and upon previous employment verification by the appropriate vice president or the Director of Human Resources, the President is authorized to recommend salary adjustments to the District Board of Trustees beyond the adopted schedules, based on current market data or other appropriate comparisons.This authority also extends to adjunct faculty positions and overload situations in geographic areas where needed faculty are not readily available.

- Change in Job Classification - When an employee moves from one job classification to another, the employee's salary will normally be adjusted upward or downward to keep the employee's salary within the appropriate salary range. (See **Transfers** and **Reclassification of Position.**)

- One-Time Salary Adjustments - The District Board of Trustees, upon recommendation of the President, may make a one-time, non-recurring adjustment to employee salaries. The adjustment may be for all employees, all employees in a pay classification, or for a designated group of employees involved in a specific activity or program. Such adjustments may be made as a lump sum adjustment or spread over the remaining paychecks during the fiscal year.

  Eligible employees are defined as being in an active status with the college and who have not retired, voluntarily separated employment, or been dismissed (terminated) at the time of the one-time salary adjustment payment.

Supplemental Services Assignments

The President is authorized to assign supplemental duties to regular exempt full-time members of the college staff, who have been properly appointed by the Board, as may be necessary or required. Such duties include teaching overloads, teaching non-credit classes, acting as substitutes, or performing supplemental duties as outlined in the current salary schedules, such as special administrative responsibilities. Supplements beyond the basic salary, justified because of extra or extended duties and services or special situations may be provided. (CF Policy 6.24)

Employees given temporary assignments perform these assignments outside their normal duties and work hours. An Agreement for Supplemental Duties is to be signed by the employee and appropriate college officials before the supplement is included in the employee's pay and before work begins on the assignment. The terms and conditions of the supplement are to be described in the Agreement.

The President is authorized to award supplements to full-time employees who are assigned supplemental duties to function as a manager or supervisor during the extended absence of the incumbent (usually more than 30 calendar days) or during a period when the supervisory position is vacant for more than 30 calendar days. A supervisory supplement may be in the form of a one-course teaching overload for teaching faculty or an equivalent amount determined by the President if the assignment involves positions other than teaching faculty.

Non-exempt employees given temporary assignments must record hours worked beyond 37.5 hours per week on an Extra Duty form for the purpose of overtime calculations.

No employee of the college may be granted an Agreement to Provide Professional Services contract.

Salary and Position Changes

Salary ranges and positions are approved by the District Board of Trustees. When the President approves a classification change (promotion, salary upgrade, reclassification, demotion, contract change or transfer) as described in the Salary Schedule, *that action will be reported to the District Board of Trustees.* (CF Policy 6.07).

Position classification is a system for objectively and accurately defining and evaluating the duties, responsibilities, tasks, and authority level of a position. Position classification is a thorough description of the job responsibilities of a position without regard to the knowledge, skills, experience, and education of the individuals currently performing the job. It is the position, not the incumbent occupying the position, being evaluated during a classification process which includes Reorganizations, Reclassifications, and Market Pricing Reviews. The only time the employee's qualifications are taken into consideration is during an equity adjustment as part of the Market Pricing process or if an employee is being appointed or promoted into a newly created position during the Reorganization process.

1. Promotions and Appointments – Promotions and appointments are reassignments to a position of higher skills, responsibility, and salary range. Promotions generally occur at the beginning of the fiscal year except in cases of resignation, termination, or death of an employee, creation of a new position, or as determined by the President. Appointments occur at the determination of the President and are based on the needs of the college over all.

   Promotions and appointments occur when an employee is moved from a position in one pay grade to another position in a different pay grade, which has a higher salary. Salary adjustments will be determined following the guidelines for initial salary placement. All exceptions to these salary guidelines must be approved by the President.

2. Reclassification of Positions - Career Service, Professional, Technology, and Administrative personnel are employed to fill specific jobs which, by title and description, are assigned to pay grades on the salary schedule. If a supervisor assigns additional duties at a higher level of responsibility to an employee, the position may be evaluated for possible reclassification.

   The college will have one period each year, generally in April, when reclassifications are considered. Specific instructions for submitting requests for reclassification will be issued annually by the Human Resources Office and are available on the college intranet.

   When a position is reclassified to a higher pay grade classification: if the position is one pay grade higher, the employee will receive a salary increase to at least the minimum rate of the new pay grade, or five percent (5%), whichever is greater. If the position move is more than one pay grade higher, then the employee's salary will be increased to at least the minimum rate of the new pay grade, or ten percent (10%), whichever is greater. When a reclassification results in assignment to a lower pay grade classification, an adjustment should be made in accordance with the rules for Demotion.

   Position reclassifications approved by the Board shall normally have the pay adjustment effective July 1 of the new fiscal year.

   Supervisors should not assure, guarantee or promise employees that their pay grade will be elevated without the written approval of the President.

3. Departmental Reorganizations - Departmental reorganizations may be recommended at set periods during the year (January, July, October). Reclassifications recommended as part of reorganization will be evaluated as part of the reorganization plan and take effect when the plan has been approved.

   Department reorganizations approved by the Board shall normally have an adjustment in pay effective the first of the month following the end of the period in which the request was submitted.

4. Demotions - If an employee is demoted for cause (involuntary demotion), the demotion will be to a lesser job classification,which may include a reduction in pay.

   A voluntary demotion occurs when an employee requests or willingly accepts a position with less responsibility due to personal or career-related reasons. Demotions initiated by the employee may be adjusted to a lower job classification. When a demotion of this nature occurs, a reduction is made in the employee's pay to align with the salary range of the new position. When circumstances dictate, consideration may be given to allowing the employee to remain at the pay level attained before the demotion. This will be based on the recommendation of the appropriate senior administrator and the approval of the President; however, in no case should this exceed the maximum rate of the lower pay range.

5. Contract-Type Changes- When an individual's contract is changed from faculty to administrator or vice versa, the calculation of salary change shall normally be based on the daily rate of pay, unless the President approves an exception.

6. Transfers - Transfer is reassignment from one department or division to another or a transfer of assigned duties and changes in job title but with no change in pay grade. Transfers may take place at any time with the President's approval, and the Board shall be notified of these changes for the record. Employees who transferred to another position in the same classification or to a different position with the same pay grade are not eligible for an increase. **(NOTE:** Employee transfers to positions with a higher pay grade are considered promotions).

7. Lateral Job Changes - While taking a different position may prepare an employee for career advancement by enabling them to broaden their skills, not all job changes will result in an increase in salary. A lateral change occurs when an existing employee is competitively (position was posted) selected as the most qualified candidate for an existing vacant position within the same pay grade of their current job. For a competitive (posted and selected) lateral move/change, a salary increase may be considered only if duties of the new position are substantially different. If an increase is approved the increase amount shall not exceed five percent (5%). Any exception to this guideline will require additional justification, an internal equity review, and approval of the appropriate senior administrator and the President.

8. New Hires – Any existing employee who applies and is selected for a posted position at a higher pay grade will have their starting salary determined by the guidelines for *Initial Salary Placement.* Employees who apply and are selected for a posted position at a lower pay grade will have their starting salary determined by the guidelines for *Salary and Position Changes (4) Demotions.* Employees who apply and are selected for a posted position in the same pay grade will have their starting salary determined by the guidelines for Salary and Position Changes (7) Lateral Job Changes. College employees who are currently in a 90-day observation period, on a Performance Improvement Plan (PIP), or suspended at the time of a vacancy posting are not eligible to apply. All exceptions to these salary guidelines must be approved by the President.

Trainee Category

If an applicant for a position does not meet certain minimum qualifications, but is otherwise qualified for the position, the department head may request approval by the President that the applicant be appointed as a "Trainee." In such cases, the employee may be hired below the minimum salary, until the minimum qualifications have been satisfied. The individual's observation period, if applicable, begins after the trainee period has been completed. (CF Policy 6.02) Any reduced salary must not fall below the federal or state minimum wage. If a position is FLSA exempt, the trainee's salary must remain above the FLSA minimum threshold, or its exemption status may be reevaluated.

This category is used to train people on the job who have the potential to do the work but lack some of the skills or experience needed. The normal time a person remains in a trainee category would be a minimum of six (6) months and a maximum of twenty-four (24) months. This time period would depend upon the

skills or experience needed in individual cases and when the minimum qualifications are met. In such cases, the employee may be hired at a rate of ten to fifteen percent (10% to 15%) below the minimum salary.

The college requires trainees to attain the missing qualifications within a contracted period of time. A plan for meeting the minimum qualifications shall be developed by the employee and supervisor, approved by the appropriate vice president, and filed with Human Resources. Employees who do not complete the plan may be discharged for cause. The employee shall assume full financial responsibility for meeting the minimum qualifications of the position. College funds shall not be used to pay tuition or fees for helping employees reach minimum employment qualification levels unless approved in advance by the President.

Upon successful completion of trainee status, salary adjustments will be handled in the same manner as Initial Salary Placement.

Supervisors who propose hiring a "trainee" must have the support of the appropriate vice president and the approval of the President before making a formal recommendation.

Special Assignment Category (SAC)

This category may be used when an individual in a position is given an assignment(s), which encompasses duties and responsibilities of a different, advanced, and/or supervisory nature. These assignments are usually for a specific limited period of time. This type of assignment is temporary and can be rescinded unilaterally by the college and does not constitute a promotion. A pay supplement of five percent (5%) may be given for the period of time of the assignment. The President must approve all such assignments.

Post-Maximum Increase

When the individual reaches the maximum of the pay range, they may be eligible for a performance adjustment. This adjustment would not be added to the individual's base pay. The President will determine the amount of the adjustment. This type of arrangement has the effect of not compounding salary or fringe benefits costs and limits the overall short and long-term impact on the college. It also helps in the retention of productive, long-term employees.

Termination of Employment

Termination of employment, whether voluntary or involuntary, requires a structured exit process to maintain compliance, protect college assets and data, and to ensure all administrative tasks are completed. The exit process includes timely notification of the termination action by the initiating party, completion of the Personnel Action Form, exit interview, system access removal, return of all college property including keys, and final pay and benefits. An employee's final paycheck, including all earned wages and eligible accrued leave, will be processed according to state law and college policy. Failure to return college property may result in the college taking action to recover cost.

To be eligible for terminal pay, employees who voluntarily terminate must provide advanced notice as outlined in Policy 6.15 – Terminal Pay. Employees who are terminated by the college may be given up to two (2) weeks of severance pay in lieu of notice. The President is authorized to approve severance pay.

Employee Benefits

The District Board of Trustees shall make available for college employees those benefits which, by statute and rule, it is authorized to provide and which it deems in the best interest of employees. These benefits or privileges may include, but are not limited to, the following:

1) *Group employee insurance (medical and life insurance for full-time permanent employees)*
2) *Retirement and Social Security contributions (as required by Florida Statute and Federal Regulations)*
3) *Waiver of fees and tuition (as provided by a separate Board Rule* see below)*
4) *Staff development funds for advanced training*
5) *Leaves of absence (for full-time permanent employees)*
6) *Free admission for certain programs and activities*

7) Use of college facilities and equipment (according to Board policy)
8) Payroll deduction opportunities
9) Legal defense for actions that occur in performance of designated duties
10) Annual wellness screenings
11) Paid holidays
12) Employee Assistance Program
13) Tuition Reimbursement Program
14) Incentives for degree attainment (CF Policy 6.04)

Additional benefits include:
15) Flexible Benefit Plan
16) Health Care Reimbursement Plan (high deductible)
17) CF Foundation grants
18) Tax-deferred programs

*Full-time employees and/or immediate family may be given up to six (6) credits per term per person. Part-time instructional staff, including adjuncts and part-time instructors, and part-time staff who are FRS eligible (have met the 2,080-work hour requirement) and/or immediate family may be given up to three (3) credits per term per person. Immediate family for waiver purposes is defined as spouse/domestic partner and/or unmarried, natural, adopted, or stepchildren under the age of 24 who are claimed as a dependent for IRS reporting purposes. Foster children may be considered immediate family up until age 18 if the employee is a court-ordered custodian or legal guardian of such foster child. (CF Policy 5.08)

Questions concerning all benefits should be directed to the Human Resources Office.

"Whale Done" Award

Beginning January 2007, full-time recipients of the "Whale Done" Award will receive one vacation day as part of the recognition for that award.

Incentives for Degree Attainment

Individuals who have been employed full-time at CF for a minimum of one (1) year and who earn an initial college degree or a higher-level degree (associate's, bachelor's, master's, or doctorate) from a regionally accredited institution after July 1, 2021, will be eligible to receive a degree incentive adjustment to their salary upon completion; provided that the employee has received a review of satisfactory or higher on the most recent annual evaluation.

Upon completion of degree requirements, it is the employee's responsibility to provide the Human Resources office with an official copy of their transcript showing that a new post-secondary degree has been awarded during the current fiscal year. The official transcript must be submitted within sixty (60) calendar days from the date the degree was conferred for the employee to be eligible for the incentive.

The effective date of the salary increase will be the first of the month following submission to and verification by the Human Resources office. No pay increases may be retroactive. The employee is only eligible for a degree incentive adjustment once every three (3) years from the date of the last increase regardless of how earned.

The incentive salary adjustment by degree level is:

Associate's	$ 500
Bachelor's	$1,000
Master's	$1,500
Doctorate	$2,000

The following guidelines apply to the degree incentive adjustment:

- The adjustment applies to degrees earned after July 1, 2021, and is not retroactive.
- The adjustment will be provided for no more than one degree per level.
- The adjustment may only be paid for earned degrees beyond degrees already attained. For example, an individual who already has a bachelor's degree would not receive an adjustment for subsequently earning an associate's degree.

- If a degree incentive takes effect on the same date as an approved salary increase (i.e. annual raise, equity adjustment, contractural adjustment), the flat dollar amount of the degree incentive will be added to the employee's base pay first. Any subsequent percentage-based or scheduled raises will then be calculated and applied using the newly adjusted higher base salary rate.
- Degree incentives are applied directly to an employee's active base salary at the time of processing. The incentive amount becomes part of the employee's total base salary rate and is subject to standard institutional payroll and compensation rules. In the event of future institutional salary restructurings, market adjustments, or pay grade changes, the institution reserves the right to recalculate base salaries. Such structural adjustments may absorb, supercede or modify previous degree incentive increases based on the compensation guidelines established for that specific restructuring event.

The college reserves the right to interpret, change, modify, amend or rescind this process, in whole or in part, at any time without the consent of employees. Incentive payment may be withdrawn or canceled at any time for any individual based on unsatisfactory performance or inappropriate behavior in the workplace even if unrelated to normal duties or goals associated with this plan. Incentive payments are not considered a guarantee of any payment or future employment.

Florida Retirement System Information

The College participates in the Florida Retirement System (FRS). Several prior changes occurred during the 2011 legislature and were signed into law with Senate Bill 2100. Additional changes occurred during the 2023 legislature and Senate Bill 7024 was signed into law. The highlights of these bills follow:

1. Employee Contribution: Effective July 1, 2011, requires a 3% employee contribution for **all** FRS members, except DROP participants who are not required to pay employee contributions.
2. Average Final Compensation: For new employees initially enrolled on or **after** July 1, 2011, the definition of "average final compensation" means the average of the 8 highest fiscal years of compensation for creditable service before retirement, for purposes of calculation of retirement benefits. For employees initially enrolled **before July 1, 2011**, the definition of "average final compensation" is the average of the 5 highest fiscal years of compensation.
3. Vesting for Pension Plan: For employees initially enrolled in the **pension plan** on or **after** July 1, 2011, such members will vest in 100% of employer contributions upon completion of 8 years of creditable service. For participants enrolled **before July 1, 2011**, vesting will be 6 years of creditable service.
4. Retirement age: For employees initially enrolled on or **after** July 1, 2011, increases the normal retirement age and years of service requirements, as follows: Increases the age from 62 to 65 years of age; and increases the years of creditable service from 30 to 33 years. For employees enrolled before July 1, 2011 retirement age is not changed.
5. DROP: Effective July 1, 2023, DROP accounts will accrue at an effective annual rate of 4%, compounded monthly on the prior month's accumulated ending balance, up to the month of termination or death, except as provided in s.121.053(7), F.S. Eligible members in a regularly established position can elect to participate in DROP for no longer than 96 calendar months beginning any time after their normal retirement date. The provision replaces individual member eligibility windows for electing DROP participation. Entry into DROP may be at any time after the member reaches their normal retirement date and their vesting requirement is met.
6. COLA: Members with an effective retirement date or DROP begin date before August 1, 2011 will not have a change in their 3% cost-of-living adjustment. Members with an effective retirement date or DROP begin date on or after August 1, 2011 will have individually calculated cost-of-living adjustment that is a reduction from 3% using the following formula:
    - The total years of service before July 1, 2011, divided by the total years of service at retirement. Multiply this number by 3% to get the retiree's cost of living adjustment.
7. Defined Benefit Plan: Continues as currently offered with a new title "Pension Plan." Senior management hired on or after July 1, 2011, is not eligible and must enroll in the Investment Plan. New hires still choose plan when hired. A one-time plan switch is still available.

8. Defined Contribution Plan: Continues as currently offered for all employees with the new title the“Investment Plan.”
9. Health Insurance Subsidy (H.I.S.): Effective July 1, 2023 the HIS benefit calculation will be based on $7.50 per year of creditable service with a maximum monthly benefit of $225 and a minimum of $45.
10. Community College Optional Retirement Plan (CCORP): Continues as currently available with an employee contribution of 3% required.
11. Effective May 24, 2023, SB 110 authorizes the Division of Retirement and the State Board of Administration to suspend benefits or retirement distribution to any public officer or employee who is convicted of a specified offense committed before retirement, or whose office or employment is terminated by reason of his or her admitted commission, aid, or abetment of specified offense in s. 112.3173, F.S. or 121.091 (5), F.S.

It is highly recommended that all employees visit the Florida Retirement System website at www.myfrs.com for specific information.

Social Security and Medicare

In addition, Social Security (FICA) and Medicare are deducted from each employee's pay in accordance with federal law, which requires that the college match this contribution. Adjunct instructors are enrolled in a TIAA-CREF Social Security Alternative Plan in lieu of contributions to Social Security (Medicare is deducted and matched).

Retiree Benefits

College employees who retire under an approved Florida retirement plan shall continue to receive the same privileges of attending college-sponsored activities, and using the Learning Resources Center as are available to currently employed personnel. Identification for retirees is handled by Human Resources. (CF Policy 3.00)

Overtime Pay and Flexible Scheduling

The job description for each position in the college designates whether the position is non-exempt or exempt. The classifications are based on Federal guidelines. Non-exempt employees are eligible for overtime pay. The President, or the President's designee, must approve overtime in advance.

The Chief Business Officer will publish the specific procedures for overtime pay. (CF Policy 6.17)

Non-exempt employees are scheduled to work 37.5 hours per week. During the summer, work hours per week will be approved by the District Board of Trustees. For approved overtime beyond the regular schedule and up to 40 hours in the work week, the employee will receive the regular hourly rate for the position. For time worked above 40 hours, the employee will be paid at a premium rate (1.5 times his or her hourly rate).

Occasionally, the employee may request that the supervisor modify the employee's schedule or departmental needs may require temporarily changing the schedule. In such cases, the modified schedules must not exceed the regularly scheduled hours for the employee unless approved in advance as described above.

Payroll Dates and Pay Options

Employees are paid twice each month. Paychecks are issued on the 15th day of the month and the last day of the month.

Full-time employees hired after July 1, 2000 are paid by direct deposit. An employee must designate a banking institution that is part of the Federal Reserve System as a depository to participate in the direct deposit program. Forms for designating a depository are available in the Payroll office as well as on the college intranet.

Teaching Faculty and Librarians

Employment Criteria for Instructional Personnel

The college's certification manual will be used to determine specific requirements for each discipline.

The college shall employ instructional personnel who most clearly meet or exceed the requirements of each specified position, consistent with the college's general philosophy, objectives and obligations to the community and in accordance with college policy. Specific definitions and requirements are approved annually as part of the college's Salary Schedule. Instructors in associate degree transfer programs and baccalaureate programs shall meet the minimum requirements of the Southern Associationof Colleges and Schools Commission on Colleges (SACSCOC), generally defined as having at least a master's degree with 18 graduate semester hours in field. Special exemptions may be given according to SACSCOC guidelines.

Should the college employ a person who does meet minimum qualifications for a position and the college feels it would be in its best interest for that employee and the college to have additional educational training; the college may assist the employee financially, provided funds are available. (CF Policy 6.02)

(1) The following definitions shall apply as referenced in this salary schedule:

(a) An accredited institution of higher education. An institution that is fully accredited by one of thefollowing agencies:

1. One of the six regional accrediting associations
2. The National Council for Accreditation of Technical Education
3. A vocational or technical institution approved by the state board for career and technical education in the state where the institution is located.

(b) Instructional personnel. A term that includes faculty, adjuncts, substitute teachers, and any other employees whose primary duties involve teaching. Also includes librarians.

(c) Professional preparation means a combination of courses or work experience designed to prepare and qualify individuals to be effective within the teaching profession.

(d) Postsecondary vocational education is a program for credit leading to the award of an Associate of Science degree and includes programs such as Nursing, Criminal Justice, Business and Technology careers.

(e) Career and technical certificate education indicates a non-credit (clock-hour or certificate) program designed to prepare graduates for gainful employment, such as Welding.

(2) The President has designated the Chief Academic Officer as responsible for developing and recommending both general and specific qualification requirements for instructional and library positions.

The President reviews the recommendations of the Vice Presidents and submits appropriate recommendations to the District Board of Trustees for approval. In unique and unusual circumstances, the President is authorized to approve waivers of specific and general employment requirements on an individual basis. This authority shall be exercised when:

(a) Fully qualified applicants are not available, or
(b) An otherwise qualified applicant does not fully meet established employment criteria.

(3) The following are the minimum competencies required for specific positions:

(a) Applicants for Librarian positions must:

1. Possess an awarded Master's degree from an American Library Association (ALA) accredited institution of higher education, with a major specialization in library science, or the equivalent.
2. Preferably, have two years of full-time validated work experience in library science in aneducational environment.

(b) Applicants for the Academic/University Transfer position must:

1. Possess an awarded Master's degree from a regionally accredited institution of higher education, with a major concentration of not less than 18 graduate semester hours in the field(s) to be taught.
2. Agree to complete within five (5) years a program of additional professional preparation as may be required at the direction of the Chief Academic Officer. The professional development plan will be filed in the Human Resources Office.
3. Preferably, have two years of full-time validated teaching experience.

(c) Applicants for Occupational Education/A.S. Degree positions must:

1. Possess an awarded Bachelor's degree, its equivalent, or Master's degree from a regionally accredited institution. A major concentration in the field(s) to be taught or the equivalent should also have been completed.
2. Complete, or agree to complete within five (5) years, an approved program of education designed to develop competencies in pedagogy or other appropriate areas. The professional development plan must be approved by the Chief Academic Officer and a copy of the plan placed on file in the Human Resources Office.
3. Possess a current Florida license where such is legally required.
4. Preferably, have two (2) years of full-time validated teaching experience and two years of work experience in the field to be taught.

(In certain highly specialized programs, the criteria specified for Career and Technical instructors may substitute for the above.)

(d) Applicants for Workforce (Career and Technical Certificate) Non-Degree positions must qualify under one of the following criteria categories:

1. Bachelor's degree equivalency:
   a. High school diploma or equivalent
   b. Six (6) years of relevant work experience, two of which must have been at the journeyman technician, or skilled craftsperson level or possess professional certification in the area.
   c. Complete, or agree to complete within five (5) years, a program of education approved by the Dean and Chief Academic Officer designed to develop competencies in pedagogy or other appropriate areas. The approved professional improvement plan must be filed in the Human Resources Office.

2. Bachelor's degree:
   a. Awarded Bachelor's degree, with a major related to the area of instruction.
   b. Two years of relevant work experience and/or professional certification in the area.
   c. Complete, or agree to complete within five (5) years, a planned program of education designed to develop competencies in pedagogy. The program is to be approved by the Dean and Chief Academic Officer. The approved professional improvement plan must be filed in the Human Resources Office.
   d. Possess a current Florida license where such is legally required.

3. Master's degree equivalency:
    a. Completion of all requirements for the Bachelor's degree equivalency; and
    b. Completion of a formal program of education of no less than 36 semester hours of college credit. The planned program, designed to develop competencies directly related to the teaching field, shall be approved by the Dean and the Chief Academic Officer, and a copy of the plan is filed in the Human Resources Office.

4. Master's degree:
    a. Awarded Master's degree, with a major related to the area of instruction.
    b. Two years of work experience in the occupational field and/or professional certification.
    c. Complete, or agree to complete within five (5) years, an approved program of education designed to develop competencies in pedagogy. The program is to be approved by the Dean and Chief Academic Officer. The approved professional improvement plan must be filed in the Human Resources Office.
    d. Possess a current Florida license where such is legally required.

(e) The competencies of applicants will be determined and verified by the following:

1. Review and evaluation of the employment application.
2. Evaluation of official transcripts
3. Verification that the degree and other qualifying education were earned at accredited standard institutions
4. Verification of qualifying work experiences through prior employers and listed personal references.
5. Personal interviews by the appropriate director or dean may include interviews and evaluations by a designated screening committee.
6. Review and evaluation of professional work, articles, books, and publications, if available.
7. Any other method that may be appropriate.

(4) Code of Ethics: Applicants selected for instructional positions must agree to accept and adhere to the professional principles contained in the "Code of Ethics of the Education Profession in Florida", Florida Administrative Code Section 6B-1.001 and 6B-1.006, standards of the Education Practices Commission, or equivalent.

(5) Continuing Contract: All professional education requirements specified under various degree and degree equivalency criteria must be met before the issuance of the continuing contract.

(6) The recency of Experience and Education: All new instructors will be required to update their education after fulfilling the requirements for a continuing contract. The updating of educational experience may be met in any one or combination of the following:

(a) Complete six (6) semester hours of college credit in a relevant subject every five years until instructors have fulfilled requirements for a Master's degree equivalency (for Occupational/Technical instructors), or 36 semester hours of graduate courses beyond a Master's degree (for Academic instructors).
(b) Three (3) months, or equivalent, work experience in the teaching specialty every five (5) years.
(c) Enrollment and participation in workshops in the teaching specialty. (For purpose of equating workshops to semester hours credit, 15 hours of workshop time will equal one (1) semester hour.)
(d) The faculty member's plan for meeting this requirement must be approved by the immediate supervisor and the Chief Academic Officer. The plan must be on file in the Human Resources Office.

Work Days and Basic Teaching Requirements

For teaching faculty, full-time positions require a schedule of not less than 35 hours per week and not less than 168 scheduled work days during an academic or budget year. (CF Policy 6.01) *State statute requires that each full-time teaching faculty member shall teach a minimum of 15 classroom contact hours per week. A classroom contact hour consists of regularly scheduled classroom activity of not less than 50 minutes in a course of instruction which has been approved by the District Board of Trustees.* (CF Policy 4.04) In accordance with CF Policy 4.04, teaching faculty are required to teach, keep regularly scheduled office hours and devote time to such activities as professional development, college service, service to students, and public service. A more detailed list of the responsibility categories will be maintained by the Chief Academic Officer.

In the event a credit class fails to materialize, teaching faculty may be assigned to other duties, which will be documented for audit purposes.

Work assigned beyond that prescribed in the instructional contract shall be considered supplemental to the basic contract and shall be compensated according to the salary schedules described herein.

Salary Determination

Initial salary is determined by the academic rank assigned and years of verifiable instructional or other directly related work experience as per the salary schedule. Each year of experience is evaluated to determine its value to the position. For each year of verifiable, degree-relevant work experience, two percent (2%) will be added to the base for each year up to a maximum of eight (8) years of previous service. The President may approve exceptions beyond the 8 years. New Faculty with a Doctorate and seven (7) or more years' experience may be hired as Associate Professor. New Faculty will not be hired above the rank of Associate Professor.

Faculty who change positions from a 168-day work contract to a 220-day work contract will have their new salary determined by calculating the daily rate for their existing work contract and applying it to the appropriate number of days for the new work contract. This same daily rate calculation will also apply to faculty who change positions from a 220-day work contract to a 168-day work contract and salary will be reduced accordingly.

Advancement in Rank

There are five (5) academic ranks for faculty: Instructor, Assistant Professor, Associate Professor, Professor and Senior Professor. Each rank has a corresponding salary range.

All full-time faculty hired will be assigned a professional rank at the time they are hired, based on criteria in the Salary Schedule and using the "Candidate Salary and Rank Evaluation – Faculty" form completed by the Dean or Provost, reviewed by the Director for Human Resources, and approved by the Chief Academic Officer. New faculty will not be hired above the rank of Associate Professor.

The procedures for achieving professorial rank and promotion are outlined in "Procedures for the Development and Submission of a Portfolio to Support Promotion in Rank." Procedures are maintained by the Chief Academic Officer, and changes to this document must be approved by the President. This document is distributed to faculty who are eligible to apply for promotion in rank. Faculty applying for promotion in rank must have received continuing contract status.

The procedures include the submission of a portfolio. The templates for the portfolio are available on the college's Intranet.

The minimum time in rank required for consideration for promotion to the higher rank follows*:

Instructor to Assistant Professor	4 years**
Assistant Professor to Associate Professor	5 years**
Associate Professor to Professor	7 years**
Professor to Senior Professor	8 years**

Promotion in rank carries a salary adjustment of 6% effective with the new academic year following approval by the District Board of Trustees. If an annual raise is implemented concurrently with an advancement in rank, the 6% adjustment will be applied to the existing base salary first and the annual raise will be calculated and applied on the newly adjusted salary.

*Note: Before being considered for a first promotion to the next rank, current full-time faculty must have the cumulative years required or the minimum time to the next rank, whichever is less.

** A year is defined as one year of full-time teaching at CF.

Regular Part-Time Teaching Faculty

The compensation of instructional personnel filling regular part-time positions is determined by the contact hour, semester hour, fractional daily rate, or daily rate basis, as may be consistent with the duties assigned, and appropriate for the level of qualifications.

Work Year

The work year is defined as concurrent with the college's fiscal year, which begins July 1 at 12:01 AM and ends on June 30 at midnight of the following year. The faculty member is assigned to work a contractually determined number of days within the fiscal year.

Pay Periods

Instructional personnel are paid over 24 pay periods.

Paychecks are issued on the 15th day of the month (or the last working day before the 15th) and on the last working day of the month. To ensure processing accuracy, the institution operates on a standard payroll cycle where compensation is paid one pay period in arrears. The first paycheck for instructional personnel is issued on September 15.

Separately contracted summer contracts will be paid in equal installments on the regularly scheduled pay dates:.

- Summer A – first paycheck issued 06/15; final paycheck issued 07/15
- Summer B – first paycheck issued 07/31; final paycheck issued 08/31
- Summer C – first paycheck issued 06/15; final paycheck issued 08/31

Supplements

Supplements in the form of extra compensation or equivalent reassigned time may be authorized for full-time teaching faculty or other full-time employees assigned to the Teaching Faculty Schedule as indicated below:

- Faculty Overload Supplements - Full-time faculty may be asked, but not required, to teach credit classes beyond the maximum credit hour assignment as defined in the faculty contract, currently 15 credits per semester. Assignment of overload will be at the discretion of the supervising academic administrator, based on the needs of the college; without encroaching upon either the quality or quantity of faculty performance of primary responsibilities. No full-time faculty member will teach more than 21 credits, or the equivalent, in any one semester. Exceptions to this requirement may be authorized only by the Chief Academic Officer, and then only on the condition of full justification and evidence that the faculty member's performance will in no way be jeopardized.

  Teaching faculty receive a supplement for teaching an overload assignment in the fall and/or spring term if the minimum of 15 classroom contact hours or the equivalent each term is met and if student enrollment supports such action. Department Chairs are eligible to receive supplements for overloads after the conditions of their regular assignment are met. Compensation is determined by academic degree, according to the following schedule:

Less than Master's ..... $726 per Credit Hour
Master's ..... $753 per Credit Hour
Doctorate ..... $785 per Credit Hour

- Distance Learning Compensation - Faculty members may be assigned to teach distance learning courses as part of the regularly assigned teaching load.

  When a faculty member teaches a distance learning course as an overload, the pay shall be based on the faculty overload rate. Exceptions to minimum class size requirements may be recommended by the supervisor and approved by the Chief Academic Officer. Distance learning courses include telecourses, interactive television classes, and on-line courses.

- Added Responsibility Supplements - With the approval of the President, teaching faculty who accept added responsibility may receive a supplement, generally equal to the faculty overload rate for one 3-credit hour course. In lieu of the supplement, the faculty member may be given reassigned time for these responsibilities. Reassigned time may be given for up to three 3-credit hour courses or a total of nine semester hours in each semester depending on the level of responsibility and the anticipated time the activity is projected to require.

  Examples of responsibilities that **may** warrant eligibility for a supplement or reassigned time include, but are not limited to, the following: Brain Bowl Coach/Sponsor, Faculty Senate President, Department Chair, Patriot Press Advisor, Forensics, Equity Officer, Band Director, Drama Director, Vocal Music Director, PTK and Honors Institute Advisor, Corporate Training instructor (as assigned by the Chief Academic Officer), or other special assignments such as coordination of program accreditation.

- Summer Salary Schedule for Full-time Faculty - Compensation for summer teaching shall be based on a plan approved annually by the President. The Chief Academic Officer and Chief Fiscal Officer shall submit a recommendation on summer pay in January of each year.

  Workforce Development, Public Service, Health Sciences, and Adult General EducationDivisions:

  Summer compensation will be based on the instructor's ***daily*** rate of pay as calculated below. As in a regular term, instructors are paid for 35 hours per week. However, during summer they are not responsible for ten (10) hours of professional development and service to the college, so the hours are to be dedicated to student contact (i.e. classroom, lab, clinical, office) hours.

  Summer Salary Calculation:

  1. At least a week prior to the start of summer classes, each instructor will submit a Faculty Workload Form for Summer Salary Calculation to his or her instructional supervisor documenting the student contact hours related to the courses being taught. These hours include classroom, lab, and clinical contact hours, clearly tied to the course(s)credit/clock hour requirements. The instructor may include two scheduled office hours per week for each course taught and must indicate the days, times, and location of those office hours on the form. The *Total Summer Hours* will be documented on the form and must be approved by the Chief Academic Officer (or designee), along with the Supplemental Duties form, before the start of the summer term.
  2. The Total Summer Hours divided by 7 hours/day will determine the *Full-time Equivalent (FTE) Summer Days* for which the instructor will be paid.
  3. The instructor's annual salary divided by 168 days (220 contract faculty use 220 days) equals the instructor's *Daily Rate of Pay*.
  4. The *Daily Rate of Pay multiplied by the FTE Summer Days* (i.e. Item 3 x Item 2) will determine the instructor's total summer pay.

- Department Chairs and Program Managers - Faculty assigned as Department Chairs or Program Managers may receive the equivalent of up to nine (9) semester hours of reassigned

time per semester. These chairs and managers may also be assigned to work five (5) days during the summer term at daily rates. This compensation will be determined by workload (including such factors as the number of faculty members in the department and the number of laboratories supervised). Reassigned time or supplements will be recommended by the Chief Academic Officer and must be approved by the President.

- Other Stipends

    1. Independent Study - Faculty members who direct an Independent Study program for a student will receive a stipend of $45.00 per semester hour for each such assignment**.** Independent study courses are initiated by students who meet with the instructor to discuss how this option will meet the student's individual goals. Students must be academically "in good standing" and desire more in-depth experience in a subject area or need course work for university transfer which is not available. Independent study courses must be approved by the appropriate dean.
    2. Credit by Exam – Faculty members who supervise a student taking an examination for course credit will receive a stipend of $75.00 for each examination administered.
    3. Credit for Experiential Learning – Faculty members who evaluate a student's experiential learning for course equivalency will receive a stipend of $75.00 for each student's work evaluated.

All reassigned time, supplements, stipends, or additional compensation will be recommended by the Chief Academic Officer and must be approved by the President.

Librarian – Special Information

Work Days and Requirements

Librarians are classified as non-teaching instructional staff for contractual purposes and are generally employed on 220-workday schedules during the fiscal year. Librarians are scheduled to work 37.5 hours per week. The 37.5-hour workweek is flexible to include some night and/or weekend work as arranged through the appropriate supervisor. (CF Policy 4.05, 4.06) Librarians will adhere to the summer four-day workweek hours as approved by the District Board of Trustees.

Salary Determination

Librarians are placed in the appropriate pay grade at the time of their appointment by the District Board of Trustees, based on the recommendation of the President. Salary is determined by the professional rank assigned and years of verifiable, related work experience applicable to the position. Each year of experience is evaluated to determine its value to the position. For each year of experience (up to a maximum of eight (8) years of relevant work experience), two percent (2%) will be added to the base salary (up to a maximum of 16% above base).

Procedures for 220-day Instructional Faculty

A. The President has the authority to issue 220-day employment contracts as recommended by the Chief Academic Officer.

B. The Chief Academic Officer will consider the seniority and/or special needs of the college when recommending these designated positions.

C. 220-day faculty will work the standard 35-hour faculty work week.

D. Summer Overload: During the regular semesters (fall and spring) overload for Nursing faculty is calculated based on the number of contact hours over the required 225 hours (i.e. 15 contact hours times 15 credits required for full-time faculty). In the summer term 15 instructional weeks are compressed into 12 weeks, therefore it has been determined that overload will be paid for any approved contact hours over 158 hours. These hours will be converted into credits, by dividing by 15, and documented as overload on the faculty's course load sheet.

Teaching Faculty and Librarians (FAC and L) Salary Schedule

A range of salaries is implemented for teaching Faculty, and Librarians. Additionally, grants or contracts that include compensation or stipends that vary from these established pay ranges must be approved by the President or his designee. The current ranges are shown below.

		Classroom Faculty (168 Days)					
	Rank	**Less than Master's**		**Master's**		**Doctorate**	
F1	Instructor	$40,714	$57,612	$44,077	$62,053	$48,903	$64,202
F2	Assistant Professor	$41,636	$63,311	$47,125	$67,760	$50,059	$69,729
F3	Associate Professor	$44,677	$79,063	$51,710	$83,537	$54,851	$84,948
F4	Professor	$46,551	$96,220	$54,745	$100,723	$58,128	$101,575
F5	Senior Professor	$49,166	$110,475	$57,773	$115,000	$61,402	$115,437
	Faculty Coordinator, Teaching, Learning and Engagement			Per Faculty Pay Plan based on Rank and Degree as listed above. Positions classified Exempt (E)			

		Classroom Faculty (220 Days) / Librarians (220 Days)					
	Rank	**Less than Master's**		**Master's**		**Doctorate**	
F1	Instructor	$53,318	$75,444	$57,720	$81,259	$63,358	$88,109
F2	Assistant Professor	$54,524	$82,907	$61,711	$88,732	$68,373	$95,237
F3	Associate Professor	$58,507	$103,535	$67,715	$109,394	$74,631	$115,580
F4	Professor	$61,373	$126,004	$71,689	$131,900	$79,012	$138,070
F5	Senior Professor	$64,383	$144,670	$75,656	$145,502	$83,383	$156,761

New Faculty with a Doctorate and seven (7) or more years' experience may be hired as Associate Professor. New Faculty will not be hired above the rank of Associate Professor.

NOTE: Given the implementation of this faculty salary schedule as part of a new process for promotion in rank, faculty employed full-time prior to February 1, 2003, may exceed the maximum of the rank they qualified for on July 1, 2003, as long as they are employed by the college. An administrator who moves to a faculty contract, and who was employed by the college prior to February 1, 2003, is also covered by this exception.

Administrative Salary Procedures

Work Days and Requirements

As a rule, administrators are employed for a work year on 12-month contracts that runs concurrently with the college's fiscal year (beginning July 1 and ending June 30). Based on the responsibilities of the position, a term of employment may be established for less than 12 months with a variable workday schedule. Where the administrator is scheduled for less than the standard work year, the salary will be pro-rated based on daily rates.

The standard workweek for full-time administrators, professionals, technology, and career service employees shall consist of 37.5 scheduled work hours performed during the period which begins at 12:01a.m. Sunday and ends at 12:00 a.m. Saturday. (CF Policy 6.17) The standard workweek for full-time administrators, professionals, technology, and career service employees during the summer term shall be performed Monday through Thursday. The dates of the summer work weeks will be designated on the approved administrative calendars.

Normal work hours begin at 8:00 a.m. and end at 4:30 p.m. daily, Monday through Friday. Work hours for the summer will be approved by the District Board of Trustees.

Administrators shall be accessible for college business at all times throughout the standard work week, as well as outside regular work hours, unless performing authorized travel or other approved absence.

Salary Determination

Administrators and managerial personnel are placed in their appropriate pay grade and range at the time of appointment or reappointment by the District Board of Trustees. Salary is determined by the level of responsibility and by years of verifiable experience applicable to the position and other factors as determined by the President. Generally, starting salary is limited to not more than twenty-five percent (25%) above the minimum salary for the position. The President may approve exceptions. Salaries will be based on the fiscal year (July 1 thru June 30).

Supplements

When approved by the President, full-time administrative and managerial personnel may receive a supplement for added responsibilities. Supplements may be for teaching duties or other added responsibilities as approved by the President.

Salaries

A range of salaries for Administrative positions is shown on the College of Central Florida Administrative Salary Schedule. The college President's salary is determined by the District Board of Trustees and is not a part of this schedule. The President and all other administrative personnel's annual remuneration is funded in accordance with Florida Statutes specifically in compliance with Florida Statute 1012.885 and revisions therein as they may occur through legislative action. Any funds above the identified limit will come from sources other than state appropriations.

Administrative Salary Schedule 2026-2027					
Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
A1	Associate Dean – Health Sciences	E	$65,848	$125,112	$33.77
	Associate Dean – Nursing	E			
	Associate Dean – Student Affairs, Citrus	E			
	Director – Academic Advising and First Year Success	E			
	Director – Accreditation and Institutional Effectiveness	E			
	Director – Admissions and Student Recruitment	E			
	Director – Enrollment Services/Registrar	E			
	Director – Facilities and Plant Operations	E			
	Director – Human Resources	E			
	Director – Marketing, Public and Community Relations	E			
	Director – Student Support Services	E			
	Library Director	E			
A2	Assistant Vice President, Finance	E	$75,725	$143,878	$38.83
	Chief Fiscal Officer, CF Foundation	E			
	Dean – Business, Technology and Agricultural Sciences	E			
	Dean – Criminal Justice Institute and Public Service	E			
	Dean – E-Learning and Academic Services	E			
	Dean – Jack Wilkinson Levy Campus	E			
	Dean – Student Services	E			
	Dean – Teacher Education	E			
	Director – Appleton Museum of Art	E			
	Director – Financial Aid and Veterans Affairs	E			
A3	Associate Vice President, Arts and Sciences	E	$87,084	$165,460	$44.66
	Associate Vice President, Health Sciences	E			
A4	Vice President, Academic Affairs	E	$100,147	$190,279	$51.36
	Vice President, Administration and Finance	E			
	Vice President, Enrollment Management and Student Affairs	E			
	Vice President, Institutional Advancement/CEO CF Foundation	E			
	Vice President, Institutional Effectiveness and College Relations	E			
	Vice President, Regional Campuses	E			
	Vice President, Workforce Development and Innovation	E			

NOTE: Hourly rates for all Administrative positions are calculated by dividing the annual salary for a position by 1,950 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Professional Salary Procedures

Work Days and Requirements

As a rule, professional employees are employed on a 12-month schedule beginning July 1 and ending June 30. Based on the responsibilities of the position, a schedule may be established for less than the regularwork year. Where the employee is scheduled for less than the standard work year, the salary will be pro- rated based on daily rates.

The standard workweek for full-time administrators, professionals, technology, and career service employees shall consist of 37.5 scheduled work hours performed during the period which begins at 12:01 a.m. Sunday and ends at 12:00 a.m. Saturday. (CF Policy 6.17) The standard workweek for full-time administrators, professionals, technology, and career service employees during the summer term shall be performed Monday through Thursday. The dates of the summer work weeks will be designated on the approved administrative calendars.

Normal work hours begin at 8:00 a.m. and end at 4:30 p.m. daily, Monday through Friday. Work hours for the summer will be approved by the District Board of Trustees.

Professional employees shall be available for college business at all times throughout the standard work week, as well as outside regular work hours unless performing authorized travel or other approved absence.

Salary Determination

Professional service employees are placed in their appropriate pay grade and range at the time of appointmentor reappointment by the District Board of Trustees. Salary is determined by the level of responsibility and by years of verifiable experience applicable to the position and other factors as determined by the President. Generally, starting salary is limited to not more than twenty percent (20%) above the minimum salary for the position. The President may approve exceptions. Salaries will be based on the fiscal year (July 1 thru June 30

Supplements

When approved by the President, full-time exempt professional employees may receive a supplement for added responsibilites. When approved by the President, full-time non-exempt professional employees may receive a supplement for added responsibilities. Compensation will be paid at the employee's hourly rate of pay and subject to overtime rules described in the "Overtime Pay and Flexible Scheduling" section of this manual.

Salaries

A range of salaries for professional positions is shown on the College of Central Florida Professional Salary Schedule. Professional employees serve a 90-day Observation Period.

Part-Time Professional Salary Procedures

Work Days and Requirements

The standard workweek for part-time Professional service employees is 25 hours or less per week. Individual work schedules are determined by the supervisor. Schedules may vary on a week-to-week basis depending on the needs of the department.

Pay Determination

Part-time Professional service personnel are placed in their appropriate pay grade and hourly rate range at the time of their appointment. Appointment of part-time Professional service personnel is recommended by the President and approved by the District Board of Trustees in accordance with the salary schedule. Pay is determined by the grades in which specific jobs have been classified. Hourly rate is determined by the level of responsibility and by years of verifiable experience applicable to the position and other factors as determined by the President. Normally, the initial hourly rate shall not be greater than twenty percent (20%) above the minimum hourly rate established for the position. The President may approve exceptions.

Professional Salary Schedule 2026-2027

Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
P1	Academic Support Specialist	NE	$39,109	$74,307	$20.06
	Accountant I	NE			
	Admissions Advisor	NE			
	Business Manager – Athletics	NE			
	Chief Preparator, AMA	E			
	Computer Information Technology Specialist	NE			
	Conference Centers Operations and Contract Coordinator, Ocala	NE			
	Conference Services Coordinator, Citrus	NE			
	Coordinator – Adult Education Enrollment/Student Services, Levy	NE			
	Coordinator – Enrollment/Student Services, Regional Campuses	E			
	Coordinator – Grounds Maintenance and College Support (P/T)	NE			
	Coordinator - Industry Certification and Testing	E			
	Coordinator-Instructional Materials and Scheduling	NE			
	Coordinator – Special Events	E			
	Coordinator – Visual and Performing Arts	NE			
	Dual Enrollment Specialist (P/T)	NE			
	Educational Advisor	NE			
	Education Assistant, AMA (P/T)	NE			
	E-Learning and Learning Support Specialist	NE			
	Employment Specialist	E			
	Employment Specialist-Instructional	E			
	Graphic Design and Social Media Coordinator, AMA	NE			
	Graphic Design, Web and Public Relations Coordinator, Ocala	NE			
	Health Sciences Simulation Technician	NE			
	Health Sciences Student Navigator	NE			
	Manager – Membership/Events and Fundraisers, AMA	E			
	Manager – Visitor Services and Museum Store, AMA	NE			
	Marketing and Public Relations Graphic Arts Coordinator (P/T)	NE			
	Payroll Specialist	NE			
	Program Liaison/Recruiter (P/T)	NE			
	Program Specialist	NE			
	Project Coordinator NSF Grant	E			
	Property and Plant Fund Accountant	E			
	Recruiter/Outreach Specialist, Admissions (P/T)	NE			
	Recruiter/Outreach Specialist, Levy (P/T)	NE			
	Skills Lab Specialist, Citrus	E			
	Student Activities and Outreach Coordinator, Citrus	NE			
	Student Activities Coordinator, Ocala	NE			
	Transition Specialist/Instructor	NE			
	Veterans Affairs Coordinator	NE			

NOTE: Hourly rates for all Professional positions, with the exception of the Head Coach position, are calculated by dividing the annual salary for a position by 1,950 hours. The Head Coach position would be divided by 1,650 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
P2	Accreditation Specialist (PT)	NE	$43,020	$81,738	$22.06
	Accountant II	E			
	Admissions/School Relations Specialist - Ocala	E			
	Admissions/School Relations Specialist – Regional Campuses	E			
	Admissions Recruiter (PT)	NE			
	Coordinator – Academic Support	E			
	Coordinator – Assessment and Career Services	E			
	Coordinator – Career Pathways	E			
	Coordinator – Corporate College	E			
	Coordinator – Curriculum Services and Faculty Credentialing	E			
	Coordinator–Educational Opportunity Center	E			
	Coordinator – Pathways Life Services (P/T)	NE			
	Database Manager, CF Foundation	E			
	Dual Enrollment Coordinator	E			
	Fine Arts Center Manager, Visual and Performing Arts	E			
	Human Resources Generalist	E			
	Institutional Research Analyst	E			
	International Student Admissions and Advising Specialist	E			
	Librarian (Non-Instructional)	E			
	Marketing Photographer/Videographer	NE			
	Museum Educator, AMA	E			
	Talent Acquisition Coordinator	E			
	Transfer Specialist Coordinator	E			
P3	Accountant III	E	$47,322	$89,911	$24.27
	Accountant III (P/T)	NE			
	Benefits Manager	E			
	Business Accounts Coordinator	E			
	Campus Coordinator – Student Life,Citrus	NE			
	Coordinator – Annual and Alumni Giving	E			
	Coordinator – Food Services	E			
	Coordinator – Maintenance, AMA	E			
	Coordinator – Maintenance, Citrus	E			
	Coordinator – Maintenance, Levy	E			
	Coordinator – Online Library Resources and Instruction	E			
	Coordinator – Payroll Services	E			
	Curator of Exhibitions, AMA	E			
	Foundation Accountant III, CF Foundation	E			
	Grants Compliance Manager	E			
	Head Coach of Intercollegiate Athletics	E			
	Instructional Designer – E-Learning	E			
	Instructional Designer – Compliance Specialist, E-Learning	E			

NOTE: Hourly rates for all Professional positions, with the exception of the Head Coach position, are calculated by dividing the annualsalary for a position by 1,950 hours. The Head Coach position would be divided by 1,650 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
P3	Manager – CF Printing and Postal Services	E	$47,322	$89,911	$24.27
	Manager – Learning Resource Center,Citrus				
	Manager –President's Office and Board Operations	E			
	Museum Registrar, AMA	E			
P4	Assistant Director – Academic Advising and First Year Success	E	$52,054	$98,903	$26.69
	Assistant Director – Admissions/Student Recruitment	E			
	Assistant Director – Appleton Museum of Art	E			
	Assistant Director – Enrollment Services/Assistant Registrar	E			
	Assistant Director – Human Resources	E			
	Associate Director – Financial Aid	E			
	Business Analyst, Administration and Finance	E			
	Coordinator – Criminal Justice/Public Service	E			
	Data Analyst/Reporting Coordinator	E			
	Director – Corporate College	E			
	Director – Lab School	E			
	Director – Student Accounts	E			
	Director – Student Life	E			
	Director – Student Success and Educational Outreach Programs	E			
	Health Sciences Recruiter/Outreach Specialist	E			
	Manager – Accounting	E			
	Manager – Admissions/International Students	E			
	Manager – Community Relations	E			
	Manager – Digital Communications	E			
	Manager – Facility Operations	E			
	Manager – Facility Operations & Construction Projects	E			
	Manager – Instructional Services, Levy	E			
	Manager – Marketing and Public Relations	E			
	Manager – Plant Safety and Facility Operations	E			
	Manager – Professional Development	E			
	Manager – Testing and Assessment	E			
	Manager – Vintage Farm (Temp/Grant)	E			
	Manager – Work Readiness, Business and Technology	E			
	Project/Tutor Coordinator	E			
	Purchasing Agent and Risk Management	E			
	Research and Data Analyst	E			

NOTE: Hourly rates for all Professional positions, with the exception of the Head Coach position, are calculated by dividing the annual salary for a position by 1,950 hours. The Head Coach position would be divided by 1,650 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
P5	Director – Accessibility and Counseling Services	E	$57,259	$108,793	$29.36
	Director – Conference and Food Services	E			
	Director – Development, CF Foundation	E			
	Director – E-Learning and Learning Support Centers	E			
	Director – Governmental Relations and Special Assistant to the President	E			
	Director – Instructional Services, Citrus	E			
	Director – Public Safety	E			
	Director – Purchasing	E			
	Director – Resource Development	E			
	Manager – Athletics/Head Coach, Baseball	E			
	Project Director – Department of Labor Consortium (Grant Funded/Limited Time Appointment)	E			

NOTE: Hourly rates for all Professional positions, with the exception of the Head Coach position, are calculated by dividing the annual salary for a position by 1,950 hours. The Head Coach position would be divided by 1,650 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Technology Salary Procedures

Work Days and Requirements

As a rule, Technology employees are employed on a 12-month schedule beginning July 1 and ending June 30. Based on responsibilities of the position, a schedule may be established for less than the regular work year. Where the employee is scheduled for less than the standard work year, the salary will be pro-rated based on daily rates.

The standard workweek for full-time administrators, professionals, technology, and career service employees shall consist of 37.5 scheduled work hours performed during the period which begins at 12:01 a.m. Sunday and ends at 12:00 a.m. Saturday. (CF Policy 6.17) The standard workweek for full-time administrators, professionals, technology, and career service employees during the summer term shall be performed Monday through Thursday. The dates of the summer work weeks will be designated on the approved administrative calendars.

Normal work hours begin at 8:00 a.m. and end at 4:30 p.m. daily, Monday through Friday. Work hours for the summer will be approved by the District Board of Trustees.

Technology employees shall be available for college business at all times throughout the standard work week, as well as outside regular work hours, unless performing authorized travel or other approved absence.

Salary Determination

Technology employees are placed in their appropriate pay grade and range at time of appointment or reappointment by the District Board of Trustees. Salary is determined by level of responsibility and by years of verifiable experience applicable to the position and other factors as determined by the President. Generally, starting salary is limited to not more than twenty percent (20%) above the minimum salary for the position. The President may approve exceptions. Salaries will be based on the fiscal year (July 1 thru June 30).

Supplements

When approved by the President, full-time exempt technology employees may receive a supplement for added responsibilities. When approved by the President, full-time non-exempt technology employees may receive a supplement for added responsibilities. Compensation will be paid at the employee's hourly rate of pay and subject to overtime rules described in the "Overtime Pay and Flexible Scheduling" section of this manual.

Salaries

A range of salaries for technology positions is shown on the College of Central Florida Technology Salary Schedule. Technology employees serve a 90-day Observation Period.

Part-Time Technology Salary Procedures

Work Days and Requirements

The standard workweek for part-time Technology service employees is 25 hours or less per week. Individual work schedules are determined by the supervisor. Schedules may vary on a week-to-week basis depending on the needs of the department.

Pay Determination

Part-time Technology service personnel are placed in their appropriate pay grade and hourly rate range at the time of their appointment. Appointment of part-time Technology service personnel is recommended by the President and approved by the District Board of Trustees in accordance with the Technology salary schedule. Pay is determined by the grades in which specific jobs have been classified. Hourly rate is determined by the level of responsibility and by years of verifiable experience applicable to the position and other factors as determined by the President. Normally, the initial hourly rate shall not be greater than twenty percent (20%) above the minimum hourly rate established for the position. The President may approve exceptions.

Technology Salary Schedule 2026-2027					
Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
T1	PC/AV Technician	NE	$39,000	$74,100	$20.00
T2	Technical Support Specialist	NE	$41,000	$77,900	$21.03
T3	AV Automation Specialist	NE	$45,636	$86,708	$23.40
	Programmer Analyst I	E			
	Senior Technical Support Specialist	NE			
T4	Programmer Analyst II	E	$52,531	$99,809	$26.94
	Technology Specialist	E			
	Web Developer/Communications Specialist	E			
T5	Information Security Manager	E	$63,037	$119,770	$32.33
	Manager – Desktop Support	E			
	Network Engineer	E			
	Programmer Analyst III	E			
	Programmer III	E			
	Programmer III/Project Manager	E			
	Systems Administrator	E			
	Systems Programmer	E			
T6	Enterprise Resource Planning Manager	E	$75,645	$143,725	$38.79
	Information Technology Manager	E			
T7	Associate Vice President, Information Technology	E	$93,650	$177,935	$48.03

NOTE: Hourly rates for all Technology positions are calculated by dividing the annual salary for a position by 1,950 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Career Service Salary Procedures

Work Days and Requirements

The standard workweek for full-time administrators, professionals, technology, and career service employees shall consist of 37.5 scheduled work hours performed during the period which begins at 12:01 a.m. Sunday and ends at 12:00 a.m. Saturday. (CF Policy 6.17) The standard workweek for full-time administrators, professionals, technology, and career service employees during the summer term shall be performed Monday through Thursday. The dates of the summer work weeks will be designated on the approved administrative calendars.

Normal work hours begin at 8:00 a.m. and end at 4:30 p.m. daily, Monday through Friday. Work hours for the summer will be approved by the District Board of Trustees.

Variable schedules may include some night and/or weekend work as arranged through the appropriate supervisor. Work hours for custodians vary by shift. Maintenance employees normally begin work at 7:30 a.m.

Salary Determination

Career service personnel are placed in their appropriate pay grade and range at time of appointment as recommended by the President and approved by the Board. Salary is determined by the Level of responsibility and by the years of verifiable experience evaluated as being applicable to the position. Generally, starting salary is limited to not more than ten percent (10%) above the minimum salary for the position. The President may approve adjustment exceptions. Salaries will be based on the fiscal year (July 1 thru June 30).

Extra Duties

When approved by the President, full-time career service employees may receive compensation for added responsibilities. Non-exempt employees will complete an “Extra Duties Form” and compensation will be paid at the employee’s hourly rate of pay and subject to overtime rules described in the “Overtime Pay and Flexible Scheduling” section of this manual.

Salaries

A range of salaries for career service positions is shown on the College of Central Florida Career Salary Schedule. Career service employees serve a 90-day Observation Period.

Part-Time Career Service Salary Procedures
(Non-Student Positions)

Work Days and Requirements

The standard workweek for part-time Career Service employees is 25 hours or less per week. Individual work schedules are determined by the supervisor. Schedules may vary on a week-to-week basis depending on the needs of the department.

Pay Determination

Part-time Career Service personnel are placed in the appropriate grade and hourly rate range at the time of their appointment. Appointment of Part-time Career Service personnel is recommended by the President and approved by the District Board of Trustees in accordance with the salary schedule. Pay is determined by the grades in which specific jobs have been classified. Hourly rate is determined by the level of responsibility and by years of verifiable experience applicable to the position and other factors as determined by the President. Normally, the initial hourly rate shall not be greater than ten percent (10%) above the minimum hourly rate established for the position. The President may approve exceptions.

Career Service Salary Schedule 2026-2027					
Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
C1	Cashier – Cafeteria Services and Cyber Café (P/T)	NE	$29,250	$55,575	$15.00
	Catering Assistant (P/T)	NE			
	Childcare Cook – CF Learning Lab School (P/T)	NE			
	Communications Center Assistant	NE			
	Custodian (P/T)	NE			
	Food Services Assistant (P/T)	NE			
	Gallery Assistant (P/T)	NE			
	Grill Cook I (P/T)	NE			
	Groundskeeper	NE			
	Instructional Aid I (Temp/Grant)	NE			
	Line Cook – Cafeteria Services (P/T)	NE			
	Mail Courier	NE			
	Mailroom/Printing and Postal Services Assistant (P/T)	NE			
	Mailroom/Staff Services Assistant (P/T)	NE			
	Maintenance Repair Worker (P/T)	NE			
	Preschool Teacher Assistant (P/T)	NE			
	Staff Assistant I	NE			
	Visitor Services Specialist, AMA (P/T)	NE			
	Weight Room Supervisor (P/T)	NE			
C2	Conference Centers Assistant I (P/T)	NE	$30,712	$58,354	$15.75
	Friends of the Foundation Volunteer Coordinator (P/T)	NE			
	Gallery Coordinator (P/T)	NE			
	Grill Cook II (P/T)	NE			
	Instructional Aid II (P/T)	NE			
	Library Technician	NE			
	Museum Assistant, AMA (P/T)	NE			
	Night Cashier/Accounting Clerk (P/T)	NE			
	Orientation Specialist (P/T)	NE			
	Printing Assistant (P/T)	NE			
	Public Safety Officer	NE			
	Specialist – Cafeteria Services	NE			
	Staff Assistant II	NE			
C3	Accounting Specialist I	NE	$32,248	$61,271	$16.54
	Auditorium Assistant (P/T)	NE			
	Catering Captain (P/T)	NE			
	Conference Services Specialist	NE			
	Costume Shop Assistant (P/T)	NE			
	Cyber Café Specialist I (P/T)	NE			
	Evening Coordinator, Citrus (P/T)	NE			

NOTE: Hourly rates for all Career positions are calculated by dividing the annual salary for a position by 1,950 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
C3	Facilities Worker	NE	$32,248	$61,271	$16.54
	Grounds Specialist	NE			
	Instructional Aid III (P/T)	NE			
	Neighborhood Recruiter (Grant Funded) (P/T)	NE			
	Preschool Teacher	NE			
	Public Safety Sergeant	NE			
	Public Service Division Support Specialist	NE			
	Records Technician, CJI	NE			
	Staff Assistant III	NE			
	Student Services Specialist, Citrus	NE			
	Testing Assistant, Student Services (P/T)	NE			
	Trades Helper (P/T)	NE			
	Trips and Tours Specialist, I, AMA (P/T)	NE			
	Webber Center Specialist (P/T)	NE			
	Weekend Manager, AMA (P/T)	NE			
C4	Accounting Specialist II	NE	$33,861	$64,335	$17.36
	Assessment Specialist	NE			
	Assistant to the POD Project Managers	NE			
	Communication Center Specialist	NE			
	Communications Technician (P/T)	NE			
	Computer Lab Assistant (P/T)	NE			
	Computer Specialist (Grant Funded) (P/T)	NE			
	Conference Centers Assistant II (P/T)	NE			
	Cyber Café Specialist II (P/T)	NE			
	Donor Relations Specialist, CF Foundation	NE			
	Financial Aid Specialist I	NE			
	Financial Aid Technician (P/T)	NE			
	Grants Specialist I	NE			
	Grounds and Inmate Supervisor	NE			
	Human Resources Assistant	NE			
	Instructional Assistant	NE			
	Learning Commons Specialist	NE			
	Learning Support Specialist, Citrus	NE			
	Learning Support Specialist, Ocala (P/T)	NE			
	Museum Events Specialist, AMA (P/T)	NE			
	Public Safety Assistant	NE			
	Public Safety Lieutenant	NE			
	Public Safety Training Specialist (P/T)	NE			
	Senior Library Technician	NE			
	Senior Library Technician, Citrus	NE			
	Specialist – Catering Services	NE			
	Specialist – Perkins Grant, Business and Technology	NE			

NOTE: Hourly rates for all Career positions are calculated by dividing the annual salary for a position by 1,950 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
C4	Staff Assistant IV	NE	$33,861	$64,335	$17.36
	Trades Technician	NE			
	Trades Worker	NE			
	Trips and Tours Specialist II, AMA (P/T)	NE			
	Veterans Affairs School Certifying Official (P/T)	NE			
C5	Accounting Specialist III	NE	$35,554	$67,552	$18.23
	Accounting Specialist III, CF Foundation	NE			
	Admissions Specialist	NE			
	Admissions Technician	NE			
	Assessment and Career Specialist	NE			
	Assistant Payroll Specialist (P/T)	NE			
	Disability Services Assessment and Accommodations Specialist	NE			
	Enrollment Services Technician	NE			
	Enrollment Specialist	NE			
	Executive Administrative Assistant	NE			
	Executive Administrative Assistant, CF Foundation	NE			
	Financial Aid Scholarship Specialist	NE			
	Financial Aid Specialist II	NE			
	Foundation Scholarship Accounting Specialist, CF Foundation	NE			
	Hampton Center Coordinator	NE			
	Marketing and Public Relations Specialist	NE			
	Marketing Assistant – Suicide Prevention Program (P/T)	NE			
	Museum Specialist	NE			
	Print and Design Specialist	NE			
	Public Safety Coordinator, AMA	NE			
	Specialist II – Food Services	NE			
	Technical Learning Support Specialist (P/T)	NE			
	Trades Specialist – Carpenter	NE			
	Trades Specialist – Electrician	NE			
	Trades Specialist – HVAC	NE			
	Trades Specialist – HVAC/Preventive Maintenance	NE			
	Trades Specialist – Locksmith	NE			
	Trades Specialist – Painter	NE			
	Trades Specialist – Plumber/Irrigation	NE			

NOTE: Hourly rates for all Career positions are calculated by dividing the annual salary for a position by 1,950 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Other Personnel Services (OPS)

General Policy

The President is authorized to employ temporary employees as may be required to perform the necessary functions of the college within budget limitations and any employment constraints established for temporary employees through District Board of Trustees' rules.

Teaching Faculty

Substitute Teachers

Substitute instructors, including regular full-time faculty, are compensated at the rate of $25.00 per contact hour. The President has authority to increase this compensation in instances where it is justified.

Adjunct Instructors

The college may employ part-time instructional personnel on a permanent or as-needed basis. To the extent possible, all part-time instructors shall meet the employment criteria described for regular full-time instructors of credit and non-credit program. Waiver of criteria shall be recommended by the appropriate Coordinator and Dean, concurred with by the Chief Academic Officer, and approved by the President.

- The following definitions shall apply as referenced in this policy:
  (a) Lecturer or adjunct instructor. A temporary instructor employed to teach a specific course or courses in degree or certificate granting programs. The instructor is appointed one term at a time to provide specific instructional requirements. When appointed, the instructor will be filling a temporary position.
  (b) Regular part-time instructor. An instructor employed to teach less than a full instructional load in a position that will exist for more than four (4) consecutive calendar months, for normally a minimum of two consecutive terms.
  (c) Temporary part-time instructor. A temporary instructor employed to teach non-credit courses, normally sponsored through the Continuing Education Division, including the Florida Institute of Criminal Justice, the Nursing or other similar activities. (Such instructional requirements shall not normally exist for more than one term at a time and there is no expectation of continued employment in succeeding or subsequent terms. The employment of temporary part-time instructors is contingent upon adequate student enrollments in the course or courses offered.)
  (d) Term. As used in this policy, "term" shall mean any recognized term of instruction, or any period of instruction, which does not exceed 85 instructional workdays even though the period may overlap recognized "terms."
  (e) Four consecutive months. A position shall be considered to exist for four (4) consecutive months if it exists for more than 121 consecutive calendar days.

- Temporary part-time instructors of non-credit courses shall meet the following minimum criteria:
  (a) Possess a high school diploma, or equivalent, and
  (b) Two years full-time work experience in the field to be taught; or
  (c) A combination of post-secondary education and full-time work experience which equals two years.
  (d) Possess a current valid license in the field of specialization issued by the state of Florida, if one is required.

- Credit instructors are employed on a term-by-term basis as needed. Adjunct Instructors teach credit courses, which exceed the teaching capacity of regular full-time faculty. Compensationis at the rates shown below, according to academic degree and number of credit or equivalent contact hours taught:

  Less than Master's ..... $726 per Credit Hour
  Master's ..... $753 per Credit Hour
  Doctorate ..... $785 per Credit Hour

  When teaching **vocational** courses, compensation is normally at the rate of **$16.00** per contact hour of instruction regardless of degree, certificate rank, or contractual status with other institutions.

Continuing Education and Criminal Justice Institute Teaching Faculty

Continuing Education faculty, Criminal Justice Institute faculty and other part-time faculty are compensated in accordance with the specific salary schedules included in this document.

Visiting Professors

Visiting Professors are paid in accordance with the TEACHING FACULTY SALARY SCHEDULE (FAC).

Supplements for Instructors of Comprehensive Vocational Education Programs/Courses

When suitable instructors are not available to teach a comprehensive vocational/occupational course or program at the regular compensation rate, the President is authorized to approve payment of a supplement to a qualified instructor. This supplemental pay is in addition to the regular hourly rate, but the combined hourly rate shall not exceed the rate of **$25.00** per contact hour of instruction.

Marion County Fire Rescue

Corporate Training instructional staff providing services under the Interlocal Agreement with the College and Marion County shall be compensated on a rate schedule established in the agreement.

Other Temporary Employees

When an appropriate job classification does not exist within the college's job inventory, the President is authorized to establish a **temporary job classification** at a pay rate commensurate with the duties to be performed.

Temporary Replacement

A person employed to temporarily fill a regularly established position during the absence of the incumbent may be compensated at **no less than the current minimum wage** and no more than the same level at which the position has been classified.

Temporary Employees for Career Service Positions

Persons hired to fill temporary positions created to accomplish specific tasks within a specific time shall be classified as temporary employees. A temporary employee does not serve on a contractual basis nor does the Personnel Action Form for a temporary employee constitute a contract.

1. Temporary employees are to be paid as recommended by the Director of Human Resources and approved by the President.
2. Temporary employees whose responsibilities have degree requirements must provide a copy of the required transcript to the Office of Human Resources in order for the appropriate compensation rate to be determined. In order for these workers to receive a paycheck, an original transcript showing the degree must be on file in the Office of Human Resources.

Consultants
The college is authorized to acquire and pay consultants as authorized under current Board Rules. Guidelines for paying consultants are listed in College Policy 5.07, which is available on the college intranet. The Agreement to Provide Professional Services form is available from the Administration and Finance office.

Assistant Coaches
Assistant coaches in college-sponsored intercollegiate team sports shall be compensated on a seasonal basis for actual coaching assistance. Compensation will be determined on an hourly salary basis dependent on the level of coaching experience and seasons of service. Compensation will not exceed twenty-five hours per week and a maximum of $15,000 over a 10-month period.

Part-time Head Coaches
Compensation will be determined by the President based on the scope of work required.

Building Official – Plant Operations and Facilities
Compensation will be determined by the President based on the scope of duties and degrees/certifications relevant to building code inspection and examination.

Clinical Dentist – Health Sciences
This position may be assigned to full-time or part-time duties. Compensation will be determined by the President based on the scope of duties and degrees/certifications relevant to the position.

Visual and Performing Arts Consultants
Consultants in Visual and Performing Arts shall be compensated on a seasonal basis for actual consultant assistance with VPA performances or exhibits. Compensation will be determined on an hourly salary basis dependent on the level of experience and seasons of service. Compensation will not exceed $15,000 over a 10-month period. NOTE: an approved memo outlining salary and credentials must be provided at the time of hire.

Staff Piano Accompanist

Staff Piano Accompanists are employed to assist instructors in ensemble courses and with applied lessons. Accompanists must possess a Bachelor's degree in music and/or three years' experience in piano accompaniment to choirs, ensembles and individual student performances. Compensation will not exceed twenty-five hours per week and a maximum of $30.00/hour.

Testing: GED Examinations

Test Administrator:	$25.00/hour
Room Supervisor:	$17.50/hour

Interpreters

These individuals are employed to assist hearing- and sight-impaired students. Interpreters must possess evidence of qualification and are paid commensurate with their level of training. Rates range from $15.00 to $18.00.

Student-Only Positions

The standard workweek for part-time student employees is 15 hours or less per week. Individual work schedules are determined by the supervisor. Schedules may vary on a week-to-week basis depending on the needs of the department. Student workers must be currently enrolled at the college and actively attending classes in accordance with the enrollment requirements.

Notetaker	$15.00/hour
Transcriber	$15.00/hour
Student Assistant	$15.00/hour
SAFE	$15.00/hour
Peer Educators	$15.00/hour
*America Reads Tutor	$15.00/hour
Child Care-Work Study	$15.00/hour
*TRIO Tutor	$15.00/hour

*Positions contingent on continuation of Federal Government/Grant Approval

Miscellaneous

Miscellaneous category/job title employees with non-student status are eligible for annual increases when approved by the Board. Student employees will remain at the current minimum wage rate unless otherwise directed by the Board.

Reader	$15.00/hour
Office Aide	$15.00/hour
Tutor (AA/AS or less)	$15.00/hour
Tutor (BA/BS/Certified)	$16.00/hour
Tutor (Master's/Specialized)	$17.00/hour

Temporary Part-Time Instructors (Hourly Pay)

Appleton Museum of Art
Continuing Education
Corporate Training
Workforce Development
Criminal Justice Institute
Health Sciences

Pay Grade Determination

The initial pay grade for temporary part-time instructors employed to teach occupational or technical programs or in non-credit courses offered by the college shall be determined by a combination of education and work experience. Both the education and experience must be directly related to the field of specialization that the instructor is employed to teach. The program manager recommending the employment of the part-time instructor is responsible for verifying that the combination of education and work experience is appropriate for the program to which the instructor is assigned.

Pay grade for temporary part-time instructors employed for continuing education courses (not related to occupational or technical programs) is determined by the degree or experience of the instructor based on review and recommendation of the program manager.

The college determines the initial placement and evaluates part-time instructors for increases. Initial placement is determined when the instructor concurrently presents evidence of directly related education and work experience. Those for whom no documentation is provided are placed at PG-1 on the appropriate salary schedule.

The President or a designee may approve exceptions to the salary schedule based on market pricing for the specific occupational field or on the applicant's credentials. Exceptions include corporate workforce development and continuing education courses, which are fully supported by student fees, or rates specified in agreements authorized by the Board. In these cases,the salary or stipend for instructors may be negotiated based on market pricing or instructor availability.

Part-time instructors in occupational and technical programs, selected to teach courses conducted for the college by an outside department or board, must present evidence of certification as a qualified instructor or expert in the field, issued by the department or board, which mandates or sponsors the training.

Documentation Verifying Qualifications for Pay Grade Placement

Program coordinators seeking applicants for part-time occupational and technical teaching positions must be able to verify the applicant's qualifications to teach the subject matter. Such documentation includes:

(1) Official transcripts,
(2) Letters from agencies or employers certifying work-related experience, or
(3) Copies of professional licenses or certificates required for the discipline.

Pay Grade Advancement

Part-time instructors may be advanced in pay grade when they present acceptable documentation that all requirements for a higher pay grade have been completed.

Advances in pay grade may be given when the instructor:

(1) Obtains a higher degree;
(2) Completes the next level of work-related experience; or
(3) Completes a higher level of professional credentialing.

Advances in pay grade occur only at the beginning of each term (Fall, Spring, Summer) following the term in which an instructor completes requirements for advancement and provides the college with the necessary documentation to support the requested increase.

Instructors are responsible for notifying the program coordinators before start of term that all requirements for advancement including the submission of official transcripts have been met and for submitting supporting documentation to the Human Resources Office of the college. Documentation must be on file in the Human Resources Office the first payroll deadline for each term.
.
NOTE: Program Coordinators certify that requirements for advancement have been met. Advancement is recommended by the Dean and Chief Academic Officer and approved by the President.

Interruption of Service

Part-time instructors who interrupt their teaching service with the college will return to the same pay grade and step held at the time service was interrupted unless, during the break in service, they attained a higher level of education verified by official transcripts or verifiable additional experience which reaches the threshold level of the next pay grade.

Adjustment for Low Enrollment

For those courses with low enrollment which are subject to cancellation, the college is authorized to offer continuing education instructors a lower hourly pay rate, not below State of Florida Minimum Wage Rate currently at $15.00 an hour, with recommendation of the Dean and the Chief Academic Officer and the approval of the President.

Part-Time Instructor Salary Schedule

Appleton Museum of Art
Continuing Education
Corporate Training
Workforce Development

Pay Grade (P.G.)	Hourly Salary Range	Minimum Qualifications (Education and Experience)	Advancement Between Pay Grades
P.G. 1	$19.60	High school diploma or equivalent **and** 2 years work-related experience.	Associate's degree or equivalent **or** Professional credentialing and 3 years work-related experience.
P.G. 2	$22.56	Associate's degree or equivalent **or** Professional credentialing and 3 years work-related experience.	Bachelor's degree or equivalent **or** Professional credentialing and 5 years work-related experience.
P.G. 3	$25.52	Bachelor's degree or equivalent **or** Professional credentialing and 5 years work-related experience.	Master's degree, professional credentialing **or** Professional Credentialing and 7 years work-related experience.
P.G. 4	$31.45	Master's degree, professional credentialing **or** Professional Credentialing and 7 years work-related experience.	Doctoral degree or equivalent **or** Professional credentialing and 10 years work-related experience.
P.G. 5	$37.38	Doctoral degree or equivalent **or** Professional credentialing and 10 years work-related experience.	

NOTE: Professional services contracts are used to employ part-time instructors when some or all of the following conditions apply: the instructor is employed for a limited time (for example, the instructor teaches one three-hour session), the stipend includes additional costs (such as developing classroom lectures, developing materials, providing materials for students, travel, etc.), or the instructor has unique credentials that may be difficult to document or do not fit the standard schedule. Professional services contracts can be used to pay instructors where the full cost of instruction is paid by the students (such as in continuing education or corporate training programs).

Part-Time Instructor Salary Schedule

Health Sciences

Pay Grade (P.G.)	Hourly Salary Range	Minimum Qualifications (Education and Experience)	Advancement Between Pay Grades
P.G. 1	$30.48	Certificate in discipline, license to practice and 2 years work-related experience **or** Associate degree or equivalent	Associate degree in discipline, license to practice, 4 years work-related experience
P.G. 2	$34.91	Associate degree in discipline, license to practice, 4 years work-related experience	Bachelor's degree in discipline, license to practice and 2 years work-related experience
P.G. 3	$37.99	Bachelor's degree in discipline, license to practice and 2 years work-related experience	Master's degree in discipline, license to practice and 4 years work-related experience.
P.G. 4	$43.97	Master's degree in discipline, license to practice and 4 years work-related experience.	Doctoral degree (or specialist license or credential plus Master's degree), license to practice and 5 years work-related experience.
P.G. 5	$46.64	Doctoral degree (or specialist license or credential plus Master's degree), license to practice and 5 years work-related experience.	

NOTE:

A: Professional services contracts are used to employ part-time instructors when some or all of the following conditions apply: the instructor is employed for a limited time (for example, the instructor teaches one three-hour session), the stipend includes additional costs (such as developing classroom lectures, developing materials, providing materials for students, travel, etc.), or the instructor has unique credentials that may be difficult to document or do not fit the standard schedule. Professional services contracts can be used to pay instructors where the full cost of instruction is paid by the students (such as in continuing education or corporate training programs).

B: When a part-time Health Sciences instructor teaches in one of the programs at the Criminal Justice Institute, they continue to be paid from the Health Sciences Salary Schedule.

Part-Time Instructor Salary Schedule

Public Service/Criminal Justice

Pay Grade (P.G.)	Hourly Salary Range	Qualifications	Advancement Between Pay Grades
P.G.1	$29.63	Industry Certification	Each part-time faculty member teaching courses in occupational and technical areas of the Public Service/Criminal Justice Division that are components of a PSAV program must possess appropriate academic preparation coupled with a minimum of three years work experience. The minimum academic preparation for faculty teaching in occupational and technical areas must be at the same level at which the faculty member is teaching.
P.G.2	$34.20	Associate's degree	
P.G.3	$37.99	Bachelor's degree	
P.G.4	$43.97	Master's degree	
P.G.5	$46.64	Doctoral degree	

Temporary Part-Time Instructors (Hourly Pay)

Adult General Education Salary Schedule

Position	Position Description	Hourly Rate	Minimum Qualifications (Education and Experience)
Evaluation and Assessment instructor	Provides instruction in test preparation. Assess and evaluate student placement and learning gains.	$16.85	High School Diploma or equivalent required
Assessment Specialist – Adult Education	Coordinate, schedule and administer entry level standard and specialty assessments.	$17.69	Associate degree in general education or a related field.
Lab Instructor	Uses software and Web only to facilitate computer-based instruction.	$18.58	Bachelor's degree required
Transition Specialist/ Instructor	Interactive teaching of college and career academic readiness skills, financial aid and supportive services using a variety of delivery methods.	$19.51	Bachelor's degree plus a minimum of 18 graduate credit hours in education, counseling, math, English, reading or a social science.
Instructor	Teaches all subjects in class or lab setting using a variety of curricula.	$20.48	Bachelor's degree required
Adult Education Database Manager	Provide maintenance and support of AGE ACCESS database, and responsibility for NRS reporting to Institutional Effectiveness and IT departments.	$21.51	Bachelor's degree or equivalent experience required. Experience with database building and management preferred.
Lead Instructor	Interactive teaching of all subjects in small/large groups using a variety of curricula. Serves as lead teacher for instructional site.	$22.58	Bachelor's degree required

** The Adult General Education salary schedule is effective per District Board of Trustees action taken on March 23, 2004. All Adult Education Instructors hired after this date will be paid on this schedule.*

COLLEGE of CENTRAL FLORIDA

SALARY SCHEDULE AND RELATED PERSONNEL POLICIES

~~2025~~2026-~~2026~~2027

College of Central Florida

~~2025~~2026-~~2026~~2027
Salary Schedule and Related Personnel Policies

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College of Central Florida offers equal access and opportunity in employment, admissions and educational activities. The college will not discriminate on the basis of race, color, ethnicity, religion, sex, age, marital status, national origin, genetic information, veteran status or disability status and any other factors prohibited under applicable federal, state, and local civil rights laws and regulations in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this policy statement, the college will not tolerate such conduct. The Title IX Coordinator has been designated to handle inquiries regarding nondiscrimination policies and can be contacted at the Ocala Campus, 3001 S.W. College Road, at 352-291-4410 or Compliance@cf.edu.

College of Central Florida

~~2025~~2026-
~~2026~~2027
Salary Schedules and Related Personnel Policies

Introduction

The college's salary schedule and related personnel policies manual includes a number of policies that make up part of the policies of the District Board of Trustees. All CF Board Policies that are directly quoted within this document are presented in *italic* type to make them easily distinguishable. The policies are included in the salary schedule to assure a timely annual review, to streamline the college's administrative operations, and to provide a concise reference to procedures and policies related to salary administration and related personnel policies. This document is adopted annually by the District Board of Trustees.

General Personnel Policies

Employment of Personnel

The District Board of Trustees appoints all personnel upon recommendation of the President. Individuals who have retired from the College may be considered for positions for which they qualify but may not be appointed to a position they held previously at the College unless selected for that position via the normal advertisement and selection process. The college reserves the right to assign and transfer these personnel within the assigned level of employment to meet the needs of the college. In a situation in which the college requires service prior to Board approval, the employee will receive compensation until the time of Board action.

New employees may not receive paychecks or other forms of compensation until all appropriate documentation is on file in the Human Resources Office. Documentation includes all official college and university transcripts; appropriate licenses, certifications, and other documentation to support job qualifications; a copy of the high school or trade school diploma, if appropriate for the position; a signed drug-free statement; a loyalty oath; W-4 and I-9 forms; and a signed form indicating knowledge of this requirement. Each employee must also sign the CF Appropriate Use Agreement.

Employees are responsible for maintaining required licenses and certificates as necessary for the areas in which they work or teach. A copy of the current license must be on file in the Human Resources Office. Failure to maintain necessary licensure or certification is grounds for termination of employment.

Employment contracts are issued to faculty and administrators. The college annually submits contractual arrangements and salary schedules for all personnel to the District Board of Trustees. Salaries for all employees are determined according to the Salary Schedule.

The Board of Trustees may consider the past actions of any person applying for employment and may deny employment to a person because of misconduct, if determined to be in the best interest of the college. (CF Policy 6.00)

Criminal Background Screenings

It is the policy of the College of Central Florida (the "College") to perform pre-employment Level II criminal background screenings of all final candidates for employment, including current employees seeking transfer or promotional opportunities and external job applicants who are finalists for full and part-time positions. Further, the College shall perform Level II criminal background screenings of any College volunteer prior to entering upon the College campus to interact with students, faculty or staff in a volunteer

capacity.

The purpose and intent of this policy is to promote a safe and secure College community and learning environment for the benefit of students, faculty, staff and guests.

The president may adopt and amend procedures for the implementation of this policy. (CF Policy 6.05)

Employee Arrest Notification and Reporting

The college is committed to ensuring a safe and secure campus. As part of this commitment, the college receives real-time notifications of employee arrests. All employees have a mandatory responsibility to immediately notify Human Resources within 24-72 business hours if they are arrested, cited, charged with, or convicted of a crime (excluding minor traffic violations unless job related). Failure to comply with this reporting requirement may lead to disciplinary action, up to and including termination. All reported incidents will be reviewed in accordance with college policy and legal requirements.

Job Descriptions and Classifications

Job descriptions and classifications are developed to provide for uniform and consistent determination of salaries and equitable treatment of employees. The adoption of the Salary Schedule by the District Board of Trustees recognizes and approves the classifications. Copies of the job descriptions and classifications are available from the Human Resources Office, from each vice president, in college libraries, on the internet, Citrus Campus, Hampton Center, Levy Campus, and the Appleton Museum of Art.

In classifying positions, the college uses the following definitions:

Regularly Established Full-time Positions: A position authorized and established by the Board to satisfy a continuing and recurring workload requirement. For teaching faculty, full-time positions require a schedule of not less than 35 hours per week and not less than 168 scheduled work days during an academic or budget year. For all other employees, full-time positions are scheduled for a minimum of at least 37.5 hours per week for eight or more calendar months during a fiscal year (July 1 through June 30).

Temporary Full-Time Faculty: An instructional position on a temporary full-time basis may be established for duration no longer than 168 or 220 days, but successive contracts of the same or less duration may be issued upon the President's approval for up to a maximum of two years.

Temporary Administrative, Professional and Career: An administrative, professional, technology or career service position may be established temporarily for a duration of up to 260 days per fiscal year (July 1 through June 30) upon the President's approval. These positions may be renewed with the President's approval for up to a maximum of two years.

Regularly Established Part-time Positions: A position authorized and established by the Board to satisfy a continuing and recurring workload requirement for an administrative, professional, technology or career service employee which requires an employee to provide service for 20 or more hours per week for at least eight (8) calendar months each academic or budget year.

Other Personal Services (OPS – Temporary Positions): A position for which compensation is paid to a person who is not a full-time or part-time employee in a regularly established position. The definition includes student assistants, temporary employees, and part-time academic employees specifically budgeted by the college.

The position is established to meet a workload of a temporary, casual, or seasonal nature. The position may be established for a period not to exceed a total of 2,080 clock hours.

Employees in OPS positions do not receive benefits except those required by statute or regulation.

Temporary positions do not automatically become regular positions even though an employee is assigned to perform or agrees to accept work assignments that exceed the normal workload for short periods of time.

Classification of positions is according to the predominance of tasks assigned. Generally, that requires analysis of the tasks that make up fifty percent (50%) or more of the assigned workload. Positions are not reclassified because an employee is assigned to or agrees to perform supplemental duties.

Employees are classified according to the positions to which they have been assigned or appointed. Employment contracts are issued to administrative and faculty employees.

> *Faculty – Positions officially designated by the District Board of Trustees as instructional. The primary and predominant activities of such positions involve direct instruction, library, or learning resources support services, academic advisement, career advisement, and student support services. Instructional positions include full-time and part-time faculty, temporary full-time faculty, librarians, department chairs, program managers, and adjunct instructors.*
>
> *Administrative Positions – The primary duties of such positions shall involve executive, managerial, and decision-making responsibilities. The duties of these positions include planning, directing, developing, organizing, and utilizing college resources (manpower, material, financial, and facility resources). Administrators direct, schedule, manage and supervise other employees. Examples of positions classified as Administrative are the following: President, Vice President, Associate Vice President, Dean, and Associate Dean.*
>
> *Professional Positions – The primary duties of such positions provide oversight of specific operations of the college or provide services of a highly technical nature. Employees in these positions generally have specialized training, experience, or certifications that relate directly to the functions of the positions. Employees in these positions may supervise other employees. Examples of positions classified as Professional are the following: Coordinators and Managers.*
>
> Technology Positions – The primary duties of such positions provide services in the Information Technology department and are highly technical. Employees in these positions are required to possess specialized training, experience, or certifications that relate directly to advanced knowledge and competence in a highly specialized or highly technical field. Employees in these positions may supervise other employees. Examples of positions classified as Technology are the following: Programmer, PC/AV Technician, and Information Technology Manager.
>
> *Career Service Positions – The primary duties of such positions involve performance of support functions essential for the effective operation of the college and other than those designated as Faculty, Administrative, or Professional. Some Career Service employees may supervise other employees. Career Service positions may be further classified as Administrative Support, Instructional Support, Student Support, Technical Support, Plant Support, and Facilities Support.*
>
> *Other – In order to conduct effective operations, the college may periodically employ individuals to perform services in positions that are not classified in one of the above groups.*

Administrators are obligated to monitor and control workload assignments given to subordinates to avoid inadvertent conflict with these guidelines.

Regular positions are funded from the regular college budget or from grant and contract program funds. Temporary positions are paid from the Other Personnel Services (OPS) category. (CF Policy 6.01)

Grant-Funded Positions

Persons employed through a grant or similar types of non-recurring funds hold their positions only for the duration of the grant. The college Salary Schedule determines grant-funded positions. Persons employed in positions funded by grants should not expect continuation of employment beyond the expiration of the grant.

Annual increases must be projected in grant budgets. The amount of increase will not differ from increases approved for regular college employees. Increases for grant-funded persons are given at the same time as other college employees. Reclassification of positions funded through grants must follow the normal college reclassification process.

Except as provided herein, grant employees are eligible for college benefits and subject to all other terms and conditions of employment. (CF Policy 6.21)

General Salary Policies

Minimum Requirements and Educational Advancement

The minimum requirements for positions at the college are outlined in the job descriptions which are published on the intranet under Human Resources – Job Descriptions.

When a person is recommended for employment and is the best applicant for a position but does not meet certain minimum qualifications for the position, the college may place the employee in a "Trainee" position. (CF Policy 6.02) (See separate section on Trainees.)

Initial Salary Placement

The college places employees in the appropriate pay grade for the position at the time of their appointment or reappointment according to the provisions of the salary schedule. (CF Policy 6.02). Employees are placed at the minimum salary for the position unless exceptions are approved. The following criteria are used for placement:

1. Administrative Personnel – Salary is determined by the level of responsibility and by the years of verifiable experience evaluated as being applicable to the position. Generally, starting salary is limited to not more than twenty-five percent (25%) above the minimum salary for the position. The President must approve exceptions above this percentage.

2. Professional Personnel – Salary is determined by the level of responsibility and by the years of verifiable experience evaluated as being applicable to the position. Generally, starting salary is limited to not more than twenty percent (20%) above the minimum salary for the position. The President must approve exceptions above this percentage.

3. Technology Personnel – Salary is determined by the level of responsibility and by the years of verifiable experience evaluated as being applicable to the position. Generally, starting salary is limited to not more than twenty percent (20%) above the minimum salary for the position. The President must approve exceptions above this percentage.

4. Instructional Personnel – Initial salary is determined by the academic rank assigned and years of verifiable instructional or other directly related work experience. A maximum of eight (8) years of qualified experience may be counted to determine the initial salary placement. Each year of experience will be evaluated to determine its value to the position. For each year of qualified experience, two percent (2%) of the base salary will be added to the base salary. The President must approve exceptions above the 8-year limit.

5. Career Service Personnel – Salary is determined by the level of responsibility and by the years of verifiable experience evaluated as being applicable to the position. Generally, starting salary is limited to not more than ten percent (10%) above the minimum salary for the position. The President must approve exceptions above this percentage.

6. Previous CF Experience – Individuals returning to the college after a break in service will return at the same level of experience and pay associated with that level (unless prevented by budget constraints) at which they were placed when they ended employment provided they are returning to the same position. A break in service shall be defined as 12 months or less, for salary determination.

7. Fractional Years of Service – Credit is allowed if an employee was employed for at least ¾ of the scheduled workdays in an academic or fiscal year as a full-time employee. Minor fractions of a year may not be credited toward experience nor may fractions of years be combined to create a year of service.

8. Hiring Below Minimum Salary – When an individual does not meet the minimum training and experience required for classification, an individual may be paid below the minimum of the appropriate classification as described in the "Trainee Category."

Observation Period

The Observation Period is intended to give new career service, professional, and technology employees the opportunity to demonstrate their ability to achieve a satisfactory level of performance and to determine whether the new position meets their expectations. The college uses this period to evaluate employee capabilities, work habits and overall performance. Either the employee or the college may end the employment relationship at will at any time during the Observation Period, with or without cause.

All new and rehired career service, professional, and technology employees work in an observation period for the first 90 calendar days after their date of hire. Career service and professional employees who are promoted or transferred within the college must complete an Observation Period of the same length with each reassignment to a pay grade or position in which the employee has not previously served. (CF Policy 6.06)

Any significant absence extends the Observation Period by the length of the absence. If the college determines that the initial Observation Period does not allow sufficient time to thoroughly evaluate the employee's performance, the Observation Period may be extended for a specified time.

Upon completion of the initial 90-day Observation Period, the immediate supervisor completes a performance evaluation of the employee and makes one of the following recommendations:

1. That Observation status is removed and the employee is recommended for regular appointment.

2. That the Observation Period continues for an additional 30 days or longer as determined by the supervisor after consultation with the Human Resources Office.

3. That employment is terminated.

The recommendation of the supervisor is reviewed by the vice president supervising the area. Personnel who satisfactorily complete the Observation Period, including any extension(s), shall be referred to the District Board of Trustees for regular appointment at the first regular meeting of the Board following the completion of this period.

Appointment to Regular status following the completion of the Observation Period does not create an employment contract or term. Under Florida Law, employment relationships that do not specify a definite term of employment are terminable "at-will." The employee or CF can end the employment relationship at any time for any reason, other than those prohibited by law. Employment contracts that specify a definite term of employment are not terminable "at-will." Both parties must abide by the terms of the agreement.

Employees who are under the 90-day or extended Observation Period are not eligible to apply or transfer to vacant/posted positions within the college until the observation period is ended and regular appointment status has been approved.

Employee Benefits During the Observation Period – Career service, professional, and technology employees assigned to regular full-time positions will be eligible for the following benefits during the Observation Period:

1. Sick leave - *During the Observation Period, sick leave will be earned at the rate of one day per month or major fraction thereof for each month of actual employment. Earned sick leave may be used during the Observation Period when required because of illness.*

   Full-time eligible employees new to CF may transfer accumulated, unused sick leave from another Florida College System institution, the State University System, the Department of Education, a Florida district school board, or a state agency (CF Policy 6.14). Transferred leave is credited on a one-for-one basis as it is earned at CF, meaning one day of sick leave is transferred for every one day of sick leave earned at the College.

2. Vacation leave - *During the Observation Period, 260-day employees earn vacation leave at the rate of one day per month or major fraction thereof for each month of actual employment. However, employees shall not be eligible to use vacation leave until they have completed the Observation Period, unless approved by the President.* (CF Policy 6.06)

   Full-time employees new to CF may be eligible to receive credit towards their vacation leave accrual rate if previously employed full-time at another Florida College System institution. CF does not use employment applications to conduct this process, nor does the college initiate this process. Employees must initiate this process by contacting their former institution and requesting official verification of full-time employment dates. This verification must be sent directly from the form institution's HR or Payroll department to CF's Payroll Department (on letterhead or via official college e-mail.). Once the employee's prior service is successfully verified, vacation leave accrual rate will be adjusted according to college policy. Adjustments will not be retroactive. Requests for prior service credit will not be accepted if submitted more than six (6) months after your hire date at CF.

3. Group insurance - Regular, full-time employees shall be eligible to participate in group medical and life insurance programs effective the first day of the calendar month after the month in which the state deducts (or People First receives) a full month's premium. Coverage always begins on the first day of a month and continues for the rest of the calendar year, as long as you pay premiums on time and you remain eligible.

Forfeiture of Benefits – Personnel who fail to satisfy all employee requirements during the Observation Period, including those who resign, abandon their job, fail to report to work, are terminated for cause, or any other reason, shall automatically forfeit all rights and entitlements to employee benefits described herein. (CF Policy 6.06)

Annual Salary Increases

Full-time employees must normally have a year of service before becoming eligible for an increase in pay. In order to qualify, an employee must work at least one day more than half the workdays as determined by their contract or assigned work year schedule.

Annual pay increases for full-time personnel may be given subject to adequate funding and based on the recommendation of the President and approval of the District Board of Trustees. (CF Policy 6.22)

Upon recommendation of the President and at the discretion of the District Board of Trustees, a non-recurring salary increase to all eligible employees may be awarded at any time during the fiscal year (July 1 through June 30), contingent upon available funds. This non-recurring salary increase may be in addition to or in lieu of a regular salary increase. (See "Salary Adjustments.")

Limits on Eligibility for Annual Salary Increases

Persons employed to teach full-time on a month-to-month basis as needed normally do not receive annual increases.

Employees on leave more than half of the scheduled workdays (as determined by their contracts or assigned work year schedule) in one year, with or without compensation, are not eligible for a pay increase the following year. Employees on Board approved sabbatical leave are exempt from this provision.

Employees whose overall rating in an annual evaluation is determined to be unsatisfactory will not be eligible for an annual pay increase during the fiscal year following the unsatisfactory evaluation rating.

Work performed during an overtime assignment shall not be recognized in calculating years of service.

Only one year of service may be recognized within one fiscal year. (CF Policy 6.22)

Definition of a Work Year

The work year for all employees is defined as concurrent with the college's fiscal year that begins at 12:01 AM on July 1st and ends at midnight on June 30th of the following year.

The work year includes all weekdays from and including January 1 through December 31. Of the total work days, the following are classified as paid holidays:

New Year's Day
Martin Luther King, Jr. Day
Spring Break
Memorial Day
Fourth of July
Labor Day
Veterans Day
Thanksgiving, the day before, and the day after
Christmas and the day before
All weekdays falling between Christmas Day and New Year's Day.
(The college calendar, as adopted by the District Board of Trustees, may identify additional days as non-working days.) (CF Policy 6.23)

Full-time employees in a non-exempt status who are required by their supervisor to work during paid college holiday periods will receive their regular holiday pay plus their straight hourly rate for the first 2.5 hours and time and a half for any time beyond the first 2.5 hours. An extra duty form must be completed for payroll purposes.

Part-time employees in a non-exempt status who are required by their supervisor to work on college observed federal holidays will receive time and a half for hours worked between the time period of 12:01 AM and midnight on the holiday. These holidays are:

New Year's Day
Martin Luther King, Jr. Day
Memorial Day
Fourth of July
Labor Day
Veterans Day
Thanksgiving Day
Christmas Day

For the purpose of calculating daily rates for Administrative, Professional, Technology and Career Service employees, the work year for a full-time employee is defined as 260 days.

The work year for employees assigned to the Appleton Museum of Art is defined as 260 days of which the number of paid non-working days will be the equivalent of all other full-time employees. Employees assigned to the Museum will work individually assigned annual schedules to facilitate Museum operations.

When a holiday falls on a weekend, the college calendar may be adjusted to provide employees with another non-working day. (CF Policy 6.23)

Definition of a Year's Service with the College

An employee is considered to have completed a year of service when they work at least one day more than half the scheduled work days as determined by their contracts or assigned work year.

Salary Adjustments

The following are examples of exceptions that may be made within the approved salary schedules:

- Delayed Funding -The timing of legislative appropriations may preclude determining the amount of funds available for salary purposes. If at any time during the fiscal year additional funds become available, the District Board of Trustees may exercise any option it selects to in order to provide salary adjustments for college personnel. Options may include, but are

not limited to, lump sum payments, a percentage increase prorated and spread throughout the remainder of employees' pay periods in the budget year, and amendments to the approved salary schedules.

- Highly Specialized or Limited Availability Positions - To attract and/or retain employees in certain technical and otherwise highly specialized positions, and upon previous employment verification by the appropriate vice president or the Director of Human Resources, the President is authorized to recommend salary adjustments to the District Board of Trustees beyond the adopted schedules, based on current market data or other appropriate comparisons.This authority also extends to adjunct faculty positions and overload situations in geographic areas where needed faculty are not readily available.

- Change in Job Classification - When an employee moves from one job classification to another, the employee's salary will normally be adjusted upward or downward to keep the employee's salary within the appropriate salary range. (See **Transfers** and **Reclassification of Position.**)

- One-Time Salary Adjustments - The District Board of Trustees, upon recommendation of the President, may make a one-time, non-recurring adjustment to employee salaries. The adjustment may be for all employees, all employees in a pay classification, or for a designated group of employees involved in a specific activity or program. Such adjustments may be made as a lump sum adjustment or spread over the remaining paychecks during the fiscal year.

  Eligible employees are defined as being in an active status with the college and who have not retired, voluntarily separated employment, or been dismissed (terminated) at the time of the one-time salary adjustment payment.

Supplemental Services Assignments

The President is authorized to assign supplemental duties to regular exempt full-time members of the college staff, who have been properly appointed by the Board, as may be necessary or required. Such duties include teaching overloads, teaching non-credit classes, acting as substitutes, or performing supplemental duties as outlined in the current salary schedules, such as special administrative responsibilities. Supplements beyond the basic salary, justified because of extra or extended duties and services or special situations may be provided. (CF Policy 6.24)

Employees given temporary assignments perform these assignments outside their normal duties and work hours. An Agreement for Supplemental Duties is to be signed by the employee and appropriate college officials before the supplement is included in the employee's pay and before work begins on the assignment. The terms and conditions of the supplement are to be described in the Agreement.

The President is authorized to award supplements to full-time employees who are assigned supplemental duties to function as a manager or supervisor during the extended absence of the incumbent (usually more than 30 calendar days) or during a period when the supervisory position is vacant for more than 30 calendar days. A supervisory supplement may be in the form of a one-course teaching overload for teaching faculty or an equivalent amount determined by the President if the assignment involves positions other than teaching faculty.

Non-exempt employees given temporary assignments must record hours worked beyond 37.5 hours per week on an Extra Duty form for the purpose of overtime calculations.

No employee of the college may be granted an Agreement to Provide Professional Services contract.

Salary and Position Changes

Salary ranges and positions are approved by the District Board of Trustees. When the President approves a classification change (promotion, salary upgrade, reclassification, demotion, contract change or transfer) as described in the Salary Schedule, *that action will be reported to the District Board of Trustees.* (CF Policy 6.07).

Position classification is a system for objectively and accurately defining and evaluating the duties, responsibilities, tasks, and authority level of a position. Position classification is a thorough description of the job responsibilities of a position without regard to the knowledge, skills, experience, and education of the individuals currently performing the job. It is the position, not the incumbent occupying the position, being evaluated during a classification process which includes Reorganizations, Reclassifications, and Market Pricing Reviews. The only time the employee's qualifications are taken into consideration is during an equity adjustment as part of the Market Pricing process or if an employee is being appointed or promoted into a newly created position during the Reorganization process.

1. Promotions and Appointments – Promotions and appointments are reassignments to a position of higher skills, responsibility, and salary range. Promotions generally occur at the beginning of the fiscal year except in cases of resignation, termination, or death of an employee, creation of a new position, or as determined by the President. Appointments occur at the determination of the President and are based on the needs of the college over all.

   Promotions and appointments occur when an employee is moved from a position in one pay grade to another position in a different pay grade, which has a higher salary. Salary adjustments will be determined following the guidelines for initial salary placement. All exceptions to these salary guidelines must be approved by the President.

2. Reclassification of Positions - Career Service, Professional, Technology, and Administrative personnel are employed to fill specific jobs which, by title and description, are assigned to pay grades on the salary schedule. If a supervisor assigns additional duties at a higher level of responsibility to an employee, the position may be evaluated for possible reclassification.

   The college will have one period each year, generally in April, when reclassifications are considered. Specific instructions for submitting requests for reclassification will be issued annually by the Human Resources Office and are available on the college intranet.

   When a position is reclassified to a higher pay grade classification: if the position is one pay grade higher, the employee will receive a salary increase to at least the minimum rate of the new pay grade, or five percent (5%), whichever is greater. If the position move is more than one pay grade higher, then the employee's salary will be increased to at least the minimum rate of the new pay grade, or ten percent (10%), whichever is greater. When a reclassification results in assignment to a lower pay grade classification, an adjustment should be made in accordance with the rules for Demotion.

   Position reclassifications approved by the Board shall normally have the pay adjustment effective July 1 of the new fiscal year.

   Supervisors should not assure, guarantee or promise employees that their pay grade will be elevated without the written approval of the President.

3. Departmental Reorganizations - Departmental reorganizations may be recommended at set periods during the year (January, July, October). Reclassifications recommended as part of reorganization will be evaluated as part of the reorganization plan and take effect when the plan has been approved.

   Department reorganizations approved by the Board shall normally have an adjustment in pay effective the first of the month following the end of the period in which the request was submitted.

4. Demotions - If an employee is demoted for cause (involuntary demotion), the demotion will be to a lesser job classification,which may include a reduction in pay.

   A voluntary demotion occurs when an employee requests or willingly accepts a position with less responsibility due to personal or career-related reasons. Demotions initiated by the employee may be adjusted to a lower job classification. When a demotion of this nature occurs, a reduction is made in the employee's pay to align with the salary range of the new position. When circumstances dictate, consideration may be given to allowing the employee to remain at the pay level attained before the demotion. This will be based on the recommendation of the appropriate senior administrator and the approval of the President; however, in no case should this exceed the maximum rate of the lower pay range.

5. Contract-Type Changes- When an individual's contract is changed from faculty to administrator or vice versa, the calculation of salary change shall normally be based on the daily rate of pay, unless the President approves an exception.

6. Transfers - Transfer is reassignment from one department or division to another or a transfer of assigned duties and changes in job title but with no change in pay grade. Transfers may take place at any time with the President's approval, and the Board shall be notified of these changes for the record. Employees who transferred to another position in the same classification or to a different position with the same pay grade are not eligible for an increase. **(NOTE:** Employee transfers to positions with a higher pay grade are considered promotions).

7. Lateral Job Changes - While taking a different position may prepare an employee for career advancement by enabling them to broaden their skills, not all job changes will result in an increase in salary. A lateral change occurs when an existing employee is competitively (position was posted) selected as the most qualified candidate for an existing vacant position within the same pay grade of their current job. For a competitive (posted and selected) lateral move/change, a salary increase may be considered only if duties of the new position are substantially different. If an increase is approved the increase amount shall not exceed five percent (5%). Any exception to this guideline will require additional justification, an internal equity review, and approval of the appropriate senior administrator and the President.

8. New Hires – Any existing employee who applies and is selected for a posted position at a higher pay grade will have their starting salary determined by the guidelines for *Initial Salary Placement.* Employees who apply and are selected for a posted position at a lower pay grade will have their starting salary determined by the guidelines for *Salary and Position Changes (4) Demotions.* Employees who apply and are selected for a posted position in the same pay grade will have their starting salary determined by the guidelines for Salary and Position Changes (7) Lateral Job Changes. College employees who are currently in a 90-day observation period, on a Performance Improvement Plan (PIP), or suspended at the time of a vacancy posting are not eligible to apply. All exceptions to these salary guidelines must be approved by the President.

Trainee Category

If an applicant for a position does not meet certain minimum qualifications, but is otherwise qualified for the position, the department head may request approval by the President that the applicant be appointed as a "Trainee." In such cases, the employee may be hired below the minimum salary, until the minimum qualifications have been satisfied. The individual's observation period, if applicable, begins after the trainee period has been completed. (CF Policy 6.02) Any reduced salary must not fall below the federal or state minimum wage. If a position is FLSA exempt, the trainee's salary must remain above the FLSA minimum threshold, or its exemption status may be reevaluated.

This category is used to train people on the job who have the potential to do the work but lack some of the skills or experience needed. The normal time a person remains in a trainee category would be a minimum of six (6) months and a maximum of twenty-four (24) months. This time period would depend upon the

skills or experience needed in individual cases and when the minimum qualifications are met. In such cases, the employee may be hired at a rate of ten to fifteen percent (10% to 15%) below the minimum salary.

The college requires trainees to attain the missing qualifications within a contracted period of time. A plan for meeting the minimum qualifications shall be developed by the employee and supervisor, approved by the appropriate vice president, and filed with Human Resources. Employees who do not complete the plan may be discharged for cause. The employee shall assume full financial responsibility for meeting the minimum qualifications of the position. College funds shall not be used to pay tuition or fees for helping employees reach minimum employment qualification levels unless approved in advance by the President.

Upon successful completion of trainee status, salary adjustments will be handled in the same manner as Initial Salary Placement.

Supervisors who propose hiring a "trainee" must have the support of the appropriate vice president and the approval of the President before making a formal recommendation.

Special Assignment Category (SAC)

This category may be used when an individual in a position is given an assignment(s), which encompasses duties and responsibilities of a different, advanced, and/or supervisory nature. These assignments are usually for a specific limited period of time. This type of assignment is temporary and can be rescinded unilaterally by the college and does not constitute a promotion. A pay supplement of five percent (5%) may be given for the period of time of the assignment. The President must approve all such assignments.

Post-Maximum Increase

When the individual reaches the maximum of the pay range, they may be eligible for a performance adjustment. This adjustment would not be added to the individual's base pay. The President will determine the amount of the adjustment. This type of arrangement has the effect of not compounding salary or fringe benefits costs and limits the overall short and long-term impact on the college. It also helps in the retention of productive, long-term employees.

Termination of Employment

Termination of employment, whether voluntary or involuntary, requires a structured exit process to maintain compliance, protect college assets and data, and to ensure all administrative tasks are completed. The exit process includes timely notification of the termination action by the initiating party, completion of the Personnel Action Form, exit interview, system access removal, return of all college property including keys, and final pay and benefits. An employee's final paycheck, including all earned wages and eligible accrued leave, will be processed according to state law and college policy. Failure to return college property may result in the college taking action to recover cost.

To be eligible for terminal pay, employees who voluntarily terminate must provide advanced notice as outlined in Policy 6.15 – Terminal Pay. Employees who are terminated by the college may be given up to two (2) weeks of severance pay in lieu of notice. The President is authorized to approve severance pay.

Employee Benefits

The District Board of Trustees shall make available for college employees those benefits which, by statute and rule, it is authorized to provide and which it deems in the best interest of employees. These benefits or privileges may include, but are not limited to, the following:

1) *Group employee insurance (medical and life insurance for full-time permanent employees)*
2) *Retirement and Social Security contributions (as required by Florida Statute and Federal Regulations)*
3) *Waiver of fees and tuition (as provided by a separate Board Rule* see below)*
4) *Staff development funds for advanced training*
5) *Leaves of absence (for full-time permanent employees)*
6) *Free admission for certain programs and activities*

7) *Use of college facilities and equipment (according to Board policy)*
8) *Payroll deduction opportunities*
9) *Legal defense for actions that occur in performance of designated duties*
10) *Annual wellness screenings*
11) *Paid holidays*
12) *Employee Assistance Program*
13) *Tuition Reimbursement Program*
14) *Incentives for degree attainment* (CF Policy 6.04)

Additional benefits include:
15) Flexible Benefit Plan
16) Health Care Reimbursement Plan (high deductible)
17) CF Foundation grants
18) Tax-deferred programs

*Full-time employees and/or immediate family may be given up to six (6) credits per term per person. Part-time instructional staff, including adjuncts and part-time instructors, and part-time staff who are FRS eligible (have met the 2,080-work hour requirement) and/or immediate family may be given up to three (3) credits per term per person. Immediate family for waiver purposes is defined as spouse/domestic partner and/or unmarried, natural, adopted, or stepchildren under the age of 24 who are claimed as a dependent for IRS reporting purposes. Foster children may be considered immediate family up until age 18 if the employee is a court-ordered custodian or legal guardian of such foster child. (CF Policy 5.08)

Questions concerning all benefits should be directed to the Human Resources Office.

"Whale Done" Award

Beginning January 2007, full-time recipients of the "Whale Done" Award will receive one vacation day as part of the recognition for that award.

Incentives for Degree Attainment

Individuals who have been employed full-time at CF for a minimum of one (1) year and who earn an initial college degree or a higher-level degree (associate's, bachelor's, master's, or doctorate) from a regionally accredited institution after July 1, 2021, will be eligible to receive a degree incentive adjustment to their salary upon completion; provided that the employee has received a review of satisfactory or higher on the most recent annual evaluation.

Upon completion of degree requirements, it is the employee's responsibility to provide the Human Resources office with an official copy of their transcript showing that a new post-secondary degree has been awarded during the current fiscal year. The official transcript must be submitted within sixty (60) calendar days from the date the degree was conferred for the employee to be eligible for the incentive.

The effective date of the salary increase will be the first of the month following submission to and verification by the Human Resources office. ~~Degree incentives received in the last quarter of the fiscal year for degrees earned within the quarter (April, May and June) will be applied effective July 1 of the new fiscal year.~~ No pay increases may be retroactive. The employee is only eligible for a degree incentive adjustment once every three (3) years from the date of the last increase regardless of how earned.

The incentive salary adjustment by degree level is:

Associate's	$ 500
Bachelor's	$1,000
Master's	$1,500
Doctorate	$2,000

The following guidelines apply to the degree incentive adjustment:

- The adjustment applies to degrees earned after July 1, 2021, and is not retroactive.
- The adjustment will be provided for no more than one degree per level.
- The adjustment may only be paid for earned degrees beyond degrees already attained. For example, an individual who already has a bachelor's degree would not receive an adjustment for subsequently earning an associate's degree.

- If a degree incentive takes effect on the same date as an approved salary increase (i.e. annual raise, equity adjustment, contractural adjustment), the flat dollar amount of the degree incentive will be added to the employee's base pay first. Any subsequent percentage-based or scheduled raises will then be calculated and applied using the newly adjusted higher base salary rate.
- Degree incentives are applied directly to an employee's active base salary at the time of processing. The incentive amount becomes part of the employee's total base salary rate and is subject to standard institutional payroll and compensation rules. In the event of future institutional salary restructurings, market adjustments, or pay grade changes, the institution reserves the right to recalculate base salaries. Such structural adjustments may absorb, supercede or modify previous degree incentive increases based on the compensation guidelines established for that specific restructuring event.

The college reserves the right to interpret, change, modify, amend or rescind this process, in whole or in part, at any time without the consent of employees. Incentive payment may be withdrawn or canceled at any time for any individual based on unsatisfactory performance or inappropriate behavior in the workplace even if unrelated to normal duties or goals associated with this plan. Incentive payments are not considered a guarantee of any payment or future employment.

Florida Retirement System Information

The College participates in the Florida Retirement System (FRS). Several prior changes occurred during the 2011 legislature and were signed into law with Senate Bill 2100. Additional changes occurred during the 2023 legislature and Senate Bill 7024 was signed into law. The highlights of these bills follow:

1. Employee Contribution: Effective July 1, 2011, requires a 3% employee contribution for **all** FRS members, except DROP participants who are not required to pay employee contributions.
2. Average Final Compensation: For new employees initially enrolled on or **after** July 1, 2011, the definition of "average final compensation" means the average of the 8 highest fiscal years of compensation for creditable service before retirement, for purposes of calculation of retirement benefits. For employees initially enrolled **before July 1, 2011**, the definition of "average final compensation" is the average of the 5 highest fiscal years of compensation.
3. Vesting for Pension Plan: For employees initially enrolled in the **pension plan** on or **after** July 1, 2011, such members will vest in 100% of employer contributions upon completion of 8 years of creditable service. For participants enrolled **before July 1, 2011**, vesting will be 6 years of creditable service.
4. Retirement age: For employees initially enrolled on or **after** July 1, 2011, increases the normal retirement age and years of service requirements, as follows: Increases the age from 62 to 65 years of age; and increases the years of creditable service from 30 to 33 years. For employees enrolled before July 1, 2011 retirement age is not changed.
5. DROP: Effective July 1, 2023, DROP accounts will accrue at an effective annual rate of 4%, compounded monthly on the prior month's accumulated ending balance, up to the month of termination or death, except as provided in s.121.053(7), F.S. Eligible members in a regularly established position can elect to participate in DROP for no longer than 96 calendar months beginning any time after their normal retirement date. The provision replaces individual member eligibility windows for electing DROP participation. Entry into DROP may be at any time after the member reaches their normal retirement date and their vesting requirement is met.
6. COLA: Members with an effective retirement date or DROP begin date before August 1, 2011 will not have a change in their 3% cost-of-living adjustment. Members with an effective retirement date or DROP begin date on or after August 1, 2011 will have individually calculated cost-of-living adjustment that is a reduction from 3% using the following formula:
    - The total years of service before July 1, 2011, divided by the total years of service at retirement. Multiply this number by 3% to get the retiree's cost of living adjustment.
7. Defined Benefit Plan: Continues as currently offered with a new title "Pension Plan." Senior management hired on or after July 1, 2011, is not eligible and must enroll in the Investment Plan. New hires still choose plan when hired. A one-time plan switch is still available.

8. Defined Contribution Plan: Continues as currently offered for all employees with the new title the“Investment Plan.”
9. Health Insurance Subsidy (H.I.S.): Effective July 1, 2023 the HIS benefit calculation will be based on $7.50 per year of creditable service with a maximum monthly benefit of $225 and a minimum of $45.
10. Community College Optional Retirement Plan (CCORP): Continues as currently available with an employee contribution of 3% required.

11. Effective May 24, 2023, SB 110 authorizes the Division of Retirement and the State Board of Administration to suspend benefits or retirement distribution to any public officer or employee who is convicted of a specified offense committed before retirement, or whose office or employment is terminated by reason of his or her admitted commission, aid, or abetment of specified offense in s. 112.3173, F.S. or 121.091 (5), F.S.

It is highly recommended that all employees visit the Florida Retirement System website at www.myfrs.com for specific information.

Social Security and Medicare

In addition, Social Security (FICA) and Medicare are deducted from each employee's pay in accordance with federal law, which requires that the college match this contribution. Adjunct instructors are enrolled in a TIAA-CREF Social Security Alternative Plan in lieu of contributions to Social Security (Medicare is deducted and matched).

Retiree Benefits

College employees who retire under an approved Florida retirement plan shall continue to receive the same privileges of attending college-sponsored activities, and using the Learning Resources Center as are available to currently employed personnel. Identification for retirees is handled by Human Resources. (CF Policy 3.00)

Overtime Pay and Flexible Scheduling

The job description for each position in the college designates whether the position is non-exempt or exempt. The classifications are based on Federal guidelines. Non-exempt employees are eligible for overtime pay. The President, or the President's designee, must approve overtime in advance.

The Chief Business Officer will publish the specific procedures for overtime pay. (CF Policy 6.17)

Non-exempt employees are scheduled to work 37.5 hours per week. During the summer, work hours per week will be approved by the District Board of Trustees. For approved overtime beyond the regular schedule and up to 40 hours in the work week, the employee will receive the regular hourly rate for the position. For time worked above 40 hours, the employee will be paid at a premium rate (1.5 times his or her hourly rate).

Occasionally, the employee may request that the supervisor modify the employee's schedule or departmental needs may require temporarily changing the schedule. In such cases, the modified schedules must not exceed the regularly scheduled hours for the employee unless approved in advance as described above.

Payroll Dates and Pay Options

Employees are paid twice each month. Paychecks are issued on the 15th day of the month and the last day of the month.

Full-time employees hired after July 1, 2000 are paid by direct deposit. An employee must designate a banking institution that is part of the Federal Reserve System as a depository to participate in the direct deposit program. Forms for designating a depository are available in the Payroll office as well as on the college intranet.

Teaching Faculty and Librarians

Employment Criteria for Instructional Personnel

The college's certification manual will be used to determine specific requirements for each discipline.

The college shall employ instructional personnel who most clearly meet or exceed the requirements of each specified position, consistent with the college's general philosophy, objectives and obligations to the community and in accordance with college policy. Specific definitions and requirements are approved annually as part of the college's Salary Schedule. Instructors in associate degree transfer programs and baccalaureate programs shall meet the minimum requirements of the Southern Associationof Colleges and Schools Commission on Colleges (SACSCOC), generally defined as having at least a master's degree with 18 graduate semester hours in field. Special exemptions may be given according to SACSCOC guidelines.

Should the college employ a person who does meet minimum qualifications for a position and the college feels it would be in its best interest for that employee and the college to have additional educational training; the college may assist the employee financially, provided funds are available. (CF Policy 6.02)

(1) The following definitions shall apply as referenced in this salary schedule:

(a) An accredited institution of higher education. An institution that is fully accredited by one of thefollowing agencies:

1. One of the six regional accrediting associations
2. The National Council for Accreditation of Technical Education
3. A vocational or technical institution approved by the state board for career and technical education in the state where the institution is located.

(b) Instructional personnel. A term that includes faculty, adjuncts, substitute teachers, and any other employees whose primary duties involve teaching. Also includes librarians.

(c) Professional preparation means a combination of courses or work experience designed to prepare and qualify individuals to be effective within the teaching profession.

(d) Postsecondary vocational education is a program for credit leading to the award of an Associate of Science degree and includes programs such as Nursing, Criminal Justice, Business and Technology careers.

(e) Career and technical certificate education indicates a non-credit (clock-hour or certificate) program designed to prepare graduates for gainful employment, such as Welding.

(2) The President has designated the Chief Academic Officer as responsible for developing and recommending both general and specific qualification requirements for instructional and library positions.

The President reviews the recommendations of the Vice Presidents and submits appropriate recommendations to the District Board of Trustees for approval. In unique and unusual circumstances, the President is authorized to approve waivers of specific and general employment requirements on an individual basis. This authority shall be exercised when:

(a) Fully qualified applicants are not available, or
(b) An otherwise qualified applicant does not fully meet established employment criteria.

(3) The following are the minimum competencies required for specific positions:

(a) Applicants for Librarian positions must:

1. Possess an awarded Master's degree from an American Library Association (ALA) accredited institution of higher education, with a major specialization in library science, or the equivalent.
2. Preferably, have two years of full-time validated work experience in library science in aneducational environment.

(b) Applicants for the Academic/University Transfer position must:

1. Possess an awarded Master's degree from a regionally accredited institution of higher education, with a major concentration of not less than 18 graduate semester hours in the field(s) to be taught.
2. Agree to complete within five (5) years a program of additional professional preparation as may be required at the direction of the Chief Academic Officer. The professional development plan will be filed in the Human Resources Office.
3. Preferably, have two years of full-time validated teaching experience.

(c) Applicants for Occupational Education/A.S. Degree positions must:

1. Possess an awarded Bachelor's degree, its equivalent, or Master's degree from a regionally accredited institution. A major concentration in the field(s) to be taught or the equivalent should also have been completed.
2. Complete, or agree to complete within five (5) years, an approved program of education designed to develop competencies in pedagogy or other appropriate areas. The professional development plan must be approved by the Chief Academic Officer and a copy of the plan placed on file in the Human Resources Office.
3. Possess a current Florida license where such is legally required.
4. Preferably, have two (2) years of full-time validated teaching experience and two years of work experience in the field to be taught.

(In certain highly specialized programs, the criteria specified for Career and Technical instructors may substitute for the above.)

(d) Applicants for Workforce (Career and Technical Certificate) Non-Degree positions must qualify under one of the following criteria categories:

1. Bachelor's degree equivalency:
   a. High school diploma or equivalent
   b. Six (6) years of relevant work experience, two of which must have been at the journeyman technician, or skilled craftsperson level or possess professional certification in the area.
   c. Complete, or agree to complete within five (5) years, a program of education approved by the Dean and Chief Academic Officer designed to develop competencies in pedagogy or other appropriate areas. The approved professional improvement plan must be filed in the Human Resources Office.

2. Bachelor's degree:
   a. Awarded Bachelor's degree, with a major related to the area of instruction.
   b. Two years of relevant work experience and/or professional certification in the area.
   c. Complete, or agree to complete within five (5) years, a planned program of education designed to develop competencies in pedagogy. The program is to be approved by the Dean and Chief Academic Officer. The approved professional improvement plan must be filed in the Human Resources Office.
   d. Possess a current Florida license where such is legally required.

3. Master's degree equivalency:
    a. Completion of all requirements for the Bachelor's degree equivalency; and
    b. Completion of a formal program of education of no less than 36 semester hours of college credit. The planned program, designed to develop competencies directly related to the teaching field, shall be approved by the Dean and the Chief Academic Officer, and a copy of the plan is filed in the Human Resources Office.

4. Master's degree:
    a. Awarded Master's degree, with a major related to the area of instruction.
    b. Two years of work experience in the occupational field and/or professional certification.
    c. Complete, or agree to complete within five (5) years, an approved program of education designed to develop competencies in pedagogy. The program is to be approved by the Dean and Chief Academic Officer. The approved professional improvement plan must be filed in the Human Resources Office.
    d. Possess a current Florida license where such is legally required.

(e) The competencies of applicants will be determined and verified by the following:

1. Review and evaluation of the employment application.
2. Evaluation of official transcripts
3. Verification that the degree and other qualifying education were earned at accredited standard institutions
4. Verification of qualifying work experiences through prior employers and listed personal references.
5. Personal interviews by the appropriate director or dean may include interviews and evaluations by a designated screening committee.
6. Review and evaluation of professional work, articles, books, and publications, if available.
7. Any other method that may be appropriate.

(4) Code of Ethics: Applicants selected for instructional positions must agree to accept and adhere to the professional principles contained in the "Code of Ethics of the Education Profession in Florida", Florida Administrative Code Section 6B-1.001 and 6B-1.006, standards of the Education Practices Commission, or equivalent.

(5) Continuing Contract: All professional education requirements specified under various degree and degree equivalency criteria must be met before the issuance of the continuing contract.

(6) The recency of Experience and Education: All new instructors will be required to update their education after fulfilling the requirements for a continuing contract. The updating of educational experience may be met in any one or combination of the following:

(a) Complete six (6) semester hours of college credit in a relevant subject every five years until instructors have fulfilled requirements for a Master's degree equivalency (for Occupational/Technical instructors), or 36 semester hours of graduate courses beyond a Master's degree (for Academic instructors).
(b) Three (3) months, or equivalent, work experience in the teaching specialty every five (5) years.
(c) Enrollment and participation in workshops in the teaching specialty. (For purpose of equating workshops to semester hours credit, 15 hours of workshop time will equal one (1) semester hour.)
(d) The faculty member's plan for meeting this requirement must be approved by the immediate supervisor and the Chief Academic Officer. The plan must be on file in the Human Resources Office.

Work Days and Basic Teaching Requirements

For teaching faculty, full-time positions require a schedule of not less than 35 hours per week and not less than 168 scheduled work days during an academic or budget year. (CF Policy 6.01) *State statute requires that each full-time teaching faculty member shall teach a minimum of 15 classroom contact hours per week. A classroom contact hour consists of regularly scheduled classroom activity of not less than 50 minutes in a course of instruction which has been approved by the District Board of Trustees.* (CF Policy 4.04) In accordance with CF Policy 4.04, teaching faculty are required to teach, keep regularly scheduled office hours and devote time to such activities as professional development, college service, service to students, and public service. A more detailed list of the responsibility categories will be maintained by the Chief Academic Officer.

In the event a credit class fails to materialize, teaching faculty may be assigned to other duties, which will be documented for audit purposes.

Work assigned beyond that prescribed in the instructional contract shall be considered supplemental to the basic contract and shall be compensated according to the salary schedules described herein.

Salary Determination

Initial salary is determined by the academic rank assigned and years of verifiable instructional or other directly related work experience as per the salary schedule. Each year of experience is evaluated to determine its value to the position. For each year of verifiable, degree-relevant work experience, two percent (2%) will be added to the base for each year up to a maximum of eight (8) years of previous service. The President may approve exceptions beyond the 8 years. New Faculty with a Doctorate and seven (7) or more years' experience may be hired as Associate Professor. New Faculty will not be hired above the rank of Associate Professor.

Faculty who change positions from a 168-day work contract to a 220-day work contract will have their new salary determined by calculating the daily rate for their existing work contract and applying it to the appropriate number of days for the new work contract. This same daily rate calculation will also apply to faculty who change positions from a 220-day work contract to a 168-day work contract and salary will be reduced accordingly.

~~***Bachelor's Degree and Below***~~

~~Teaching faculty who do not possess an awarded Bachelor's degree at the time of initial employment may be granted additional salary increments when they complete a planned program to improve their professional knowledge, teaching skills and abilities, and overall effectiveness. The planned program must be approved in advance by the Dean supervising the faculty member and the Chief Academic Officer, and the planned program must be on file with the Human Resources Office.~~

~~Two percent (2%) may be granted upon being awarded an Associate degree or upon completing 64 semester credit hours of instruction. A second two percent (2%) may be granted upon being awarded a Bachelor's degree. Increments are awarded at the beginning of the contract year following receipt of official transcripts. No more than four percent (4%) may be granted under this policy. After receiving a Bachelor's degree, teaching faculty shall advance in pay grade in accordance with the following section.~~

Advancement in Rank

There are five (5) academic ranks for faculty: Instructor, Assistant Professor, Associate Professor, Professor and Senior Professor. Each rank has a corresponding salary range.

All full-time faculty hired will be assigned a professional rank at the time they are hired, based on criteria in the Salary Schedule and using the "Candidate Salary and Rank Evaluation – Faculty" form completed by the Dean or Provost, reviewed by the Director for Human Resources, and approved by the Chief Academic Officer. New faculty will not be hired above the rank of Associate Professor.

The procedures for achieving professorial rank and promotion are outlined in "Procedures for the

Development and Submission of a Portfolio to Support Promotion in Rank." Procedures are maintained by the Chief Academic Officer, and changes to this document must be approved by the President. This document is distributed to faculty who are eligible to apply for promotion in rank. Faculty applying for promotion in rank must have received continuing contract status.

The procedures include the submission of a portfolio. The templates for the portfolio are available on the college's Intranet.

The minimum time in rank required for consideration for promotion to the higher rank follows*:

Instructor to Assistant Professor	4 years**
Assistant Professor to Associate Professor	5 years**
Associate Professor to Professor	7 years**
Professor to Senior Professor	8 years**

Promotion in rank carries a salary adjustment of 6% effective with the new academic year following approval by the District Board of Trustees. If an annual raise is implemented concurrently with an advancement in rank, the 6% adjustment will be applied to the existing base salary first and the annual raise will be calculated and applied on the newly adjusted salary.

*Note: Before being considered for a first promotion to the next rank, current full-time faculty must have the cumulative years required or the minimum time to the next rank, whichever is less.

** A year is defined as one year of full-time teaching at CF.

Regular Part-Time Teaching Faculty

The compensation of instructional personnel filling regular part-time positions is determined by the contact hour, semester hour, fractional daily rate, or daily rate basis, as may be consistent with the duties assigned, and appropriate for the level of qualifications.

Work Year

The work year is defined as concurrent with the college's fiscal year, which begins July 1 at 12:01 AM and ends on June 30 at midnight of the following year. The faculty member is assigned to work a contractually determined number of days within the fiscal year.

Pay Periods

Instructional personnel are paid over 24 pay periods.

Paychecks are issued on the 15th day of the month (or the last working day before the 15th) and on the last working day of the month. To ensure processing accuracy, the institution operates on a standard payroll cycle where compensation is paid one pay period in arrears. The first paycheck for instructional personnel is issued on ~~August 31~~September 15.

Separately contracted summer contracts will be paid in equal installments on the regularly scheduled pay dates~~ beginning with the second pay date of the summer term~~.

- Summer A – first paycheck issued 06/15; final paycheck issued 07/15
- Summer B – first paycheck issued 07/31; final paycheck issued 08/31
- Summer C – first paycheck issued 06/15; final paycheck issued 08/31

Supplements

Supplements in the form of extra compensation or equivalent reassigned time may be authorized for full-time teaching faculty or other full-time employees assigned to the Teaching Faculty Schedule as indicated below:

- Faculty Overload Supplements - Full-time faculty may be asked, but not required, to teach credit classes beyond the maximum credit hour assignment as defined in the faculty contract, currently 15 credits per semester. Assignment of overload will be at the discretion of the supervising academic administrator, based on the needs of the college; without encroaching upon either the quality or quantity of faculty performance of primary responsibilities. No full-time faculty member will teach more than 21 credits, or the equivalent, in any one semester. Exceptions to this requirement may be authorized only by the Chief Academic Officer, and then only on the condition of full justification and evidence that the faculty member's performance will in no way be jeopardized.

  Teaching faculty receive a supplement for teaching an overload assignment in the fall and/or spring term if the minimum of 15 classroom contact hours or the equivalent each term is met and if student enrollment supports such action. Department Chairs are eligible to receive supplements for overloads after the conditions of their regular assignment are met. Compensation is determined by academic degree, according to the following schedule:

  Less than Master's ..... $726 per Credit Hour
  Master's ..... $753 per Credit Hour
  Doctorate ..... $785 per Credit Hour

- Distance Learning Compensation - Faculty members may be assigned to teach distance learning courses as part of the regularly assigned teaching load.

  When a faculty member teaches a distance learning course as an overload, the pay shall be based on the faculty overload rate. Exceptions to minimum class size requirements may be recommended by the supervisor and approved by the Chief Academic Officer. Distance learning courses include telecourses, interactive television classes, and on-line courses.

- Added Responsibility Supplements - With the approval of the President, teaching faculty who accept added responsibility may receive a supplement, generally equal to the faculty overload rate for one 3-credit hour course. In lieu of the supplement, the faculty member may be given reassigned time for these responsibilities. Reassigned time may be given for up to three 3-credit hour courses or a total of nine semester hours in each semester depending on the level of responsibility and the anticipated time the activity is projected to require.

  Examples of responsibilities that **may** warrant eligibility for a supplement or reassigned time include, but are not limited to, the following: Brain Bowl Coach/Sponsor, Faculty Senate President, Department Chair, Patriot Press Advisor, Forensics, Equity Officer, Band Director, Drama Director, Vocal Music Director, PTK and Honors Institute Advisor, Corporate Training instructor (as assigned by the Chief Academic Officer), or other special assignments such as coordination of program accreditation.

- Summer Salary Schedule for Full-time Faculty - Compensation for summer teaching shall be based on a plan approved annually by the President. The Chief Academic Officer and Chief Fiscal Officer shall submit a recommendation on summer pay in January of each year.

  Workforce Development, Public Service, Health Sciences, and Adult General EducationDivisions:

  Summer compensation will be based on the instructor's ***daily*** rate of pay as calculated below. As in a regular term, instructors are paid for 35 hours per week. However, during summer they are not responsible for ten (10) hours of professional development and service to the college, so the hours are to be dedicated to student contact (i.e. classroom, lab, clinical, office) hours.

  Summer Salary Calculation:

  1. At least a week prior to the start of summer classes, each instructor will submit a Faculty Workload Form for Summer Salary Calculation to his or her instructional supervisor documenting the student contact hours related to the courses being taught. These hours include classroom, lab, and clinical contact hours, clearly tied to the course(s)credit/clock hour requirements. The instructor may include two scheduled

office hours per week for each course taught and must indicate the days, times, and location of those office hours on the form. The *Total Summer Hours* will be documented on the form and must be approved by the Chief Academic Officer (or designee), along with the Supplemental Duties form, before the start of the summer term.

2. The Total Summer Hours divided by 7 hours/day will determine the *Full-time Equivalent (FTE) Summer Days* for which the instructor will be paid.

3. The instructor's annual salary divided by 168 days (220 contract faculty use 220 days) equals the instructor's *Daily Rate of Pay*.
4. The *Daily Rate of Pay multiplied by the FTE Summer Days* (i.e. Item 3 x Item 2) will determine the instructor's total summer pay.

- Department Chairs and Program Managers - Faculty assigned as Department Chairs or Program Managers may receive the equivalent of up to nine~~six~~ (96~~6~~) semester hours of reassigned time per semester. These chairs and managers may also be assigned to work five (5) days during the summer term at daily rates. This compensation will be determined by workload (including such factors as the number of faculty members in the department and the number oflaboratories supervised). Reassigned time or supplements will be recommended by the Chief Academic Officer and must be approved by the President.

- Other Stipends

1. Independent Study - Faculty members who direct an Independent Study program for a student will receive a stipend of $~~35.00~~45.00 per semester hour for each such assignment**.** Independent study courses are initiated by students who meet with the instructor to discuss how this option will meet the student's individual goals. Students must be academically "in good standing" and desire more in-depth experience in a subject area or need course work for university transfer which is not available. Independent study courses must be approved by the appropriate dean.
2. Credit by Exam – Faculty members who supervise a student taking an examination for course credit will receive a stipend of $75.00 for each examination administered.
3. Credit for Experiential Learning – Faculty members who evaluate a student's experiential learning for course equivalency will receive a stipend of $75.00 for each student's work evaluated.

All reassigned time, supplements, stipends, or additional compensation will be recommended by the Chief Academic Officer and must be approved by the President.

Librarian – Special Information

Work Days and Requirements

Librarians are classified as non-teaching instructional staff for contractual purposes and are generally employed on 220-workday schedules during the fiscal year. Librarians are scheduled to work 37.5 hours per week. The 37.5-hour workweek is flexible to include some night and/or weekend work as arranged through the appropriate supervisor. (CF Policy 4.05, 4.06) Librarians will adhere to the summer four-day workweek hours as approved by the District Board of Trustees.

Salary Determination

Librarians are placed in the appropriate pay grade at the time of their appointment by the District Board of Trustees, based on the recommendation of the President. Salary is determined by the professional rank assigned and years of verifiable, related work experience applicable to the position. Each year of experience is evaluated to determine its value to the position. For each year of experience (up to a maximum of eight (8) years of relevant work experience), two percent (2%) will be added to the base salary (up to a maximum of 16% above base).

Procedures for 220-day Instructional Faculty

A. The President has the authority to issue 220-day employment contracts as recommended by the Chief Academic Officer.

B. The Chief Academic Officer will consider the seniority and/or special needs of the college when recommending these designated positions.

C. 220-day faculty will work the standard 35-hour faculty work week.

D. Summer Overload: During the regular semesters (fall and spring) overload for Nursing faculty is calculated based on the number of contact hours over the required 225 hours (i.e. 15 contact hours times 15 credits required for full-time faculty). In the summer term 15 instructional weeks are compressed into 12 weeks, therefore it has been determined that overload will be paid for any approved contact hours over 158 hours. These hours will be converted into credits, by dividing by 15, and documented as overload on the faculty's course load sheet.

Teaching Faculty and Librarians (FAC and L) Salary Schedule

A range of salaries is implemented for teaching Faculty, and Librarians. Additionally, grants or contracts that include compensation or stipends that vary from these established pay ranges must be approved by the President or his designee. The current ranges are shown below.

		Classroom Faculty (168 Days)					
	Rank	**Less than Master's**		**Master's**		**Doctorate**	
F1	Instructor	$40,714	$57,612	$44,077	$62,053	$48,903	$64,202
F2	Assistant Professor	$41,636	$63,311	$47,125	$67,760	$50,059	$69,729
F3	Associate Professor	$44,677	$79,063	$51,710	$83,537	$54,851	$84,948
F4	Professor	$46,551	$96,220	$54,745	$100,723	$58,128	$101,575
F5	Senior Professor	$49,166	$110,475	$57,773	$115,000	$61,402	$115,437
	Faculty Coordinator, Teaching, Learning and Engagement			Per Faculty Pay Plan based on Rank and Degree as listed above. Positions classified Exempt (E)			

		Classroom Faculty (220 Days) / Librarians (220 Days)					
	Rank	**Less than Master's**		**Master's**		**Doctorate**	
F1	Instructor	$53,318	$75,444	$57,720	$81,259	$63,358	$88,109
F2	Assistant Professor	$54,524	$82,907	$61,711	$88,732	$68,373	$95,237
F3	Associate Professor	$58,507	$103,535	$67,715	$109,394	$74,631	$115,580
F4	Professor	$61,373	$126,004	$71,689	$131,900	$79,012	$138,070
F5	Senior Professor	$64,383	$144,670	$75,656	$145,502	$83,383	$156,761

New Faculty with a Doctorate and seven (7) or more years' experience may be hired as Associate Professor. New Faculty will not be hired above the rank of Associate Professor.

NOTE: Given the implementation of this faculty salary schedule as part of a new process for promotion in rank, faculty employed full-time prior to February 1, 2003, may exceed the maximum of the rank they qualified for on July 1, 2003, as long as they are employed by the college. An administrator who moves to a faculty contract, and who was employed by the college prior to February 1, 2003, is also covered by this exception.

Administrative Salary Procedures

Work Days and Requirements

As a rule, administrators are employed for a work year on 12-month contracts that runs concurrently with the college's fiscal year (beginning July 1 and ending June 30). Based on the responsibilities of the position, a term of employment may be established for less than 12 months with a variable workday schedule. Where the administrator is scheduled for less than the standard work year, the salary will be pro-rated based on daily rates.

The standard workweek for full-time administrators, professionals, technology, and career service employees shall consist of 37.5 scheduled work hours performed during the period which begins at 12:01a.m. Sunday and ends at 12:00 a.m. Saturday. (CF Policy 6.17) The standard workweek for full-time administrators, professionals, technology, and career service employees during the summer term shall be performed Monday through Thursday. The dates of the summer work weeks will be designated on the approved administrative calendars.

Normal work hours begin at 8:00 a.m. and end at 4:30 p.m. daily, Monday through Friday. Work hours for the summer will be approved by the District Board of Trustees.

Administrators shall be accessible for college business at all times throughout the standard work week, as well as outside regular work hours, unless performing authorized travel or other approved absence.

Salary Determination

Administrators and managerial personnel are placed in their appropriate pay grade and range at the time of appointment or reappointment by the District Board of Trustees. Salary is determined by the level of responsibility and by years of verifiable experience applicable to the position and other factors as determined by the President. Generally, starting salary is limited to not more than twenty-five percent (25%) above the minimum salary for the position. The President may approve exceptions. Salaries will be based on the fiscal year (July 1 thru June 30).

Supplements

When approved by the President, full-time administrative and managerial personnel may receive a supplement for added responsibilities. Supplements may be for teaching duties or other added responsibilities as approved by the President.

Salaries

A range of salaries for Administrative positions is shown on the College of Central Florida Administrative Salary Schedule. The college President's salary is determined by the District Board of Trustees and is not a part of this schedule. The President and all other administrative personnel's annual remuneration is funded in accordance with Florida Statutes specifically in compliance with Florida Statute 1012.885 and revisions therein as they may occur through legislative action. Any funds above the identified limit will come from sources other than state appropriations.

Administrative Salary Schedule ~~2025~~2026-~~2026~~2027					
Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
A1	Associate Dean – Health Sciences	E	$65,848	$125,112	$33.77
	Associate Dean – Nursing	E			
	Associate Dean – Student Affairs, Citrus	E			
	Director – Academic Advising and First Year Success	E			
	Director – Accreditation and Institutional Effectiveness	E			
	Director – Admissions and Student Recruitment	E			
	Director – Enrollment Services/Registrar	E			
	Director – Facilities and Plant Operations	E			
	Director – Human Resources	E			
	Director – Marketing, Public and Community Relations	E			
	Director – Student Support Services	E			
	Library Director	E			
A2	Assistant Vice President, Finance	E	$75,725	$143,878	$38.83
	Chief Fiscal Officer, CF Foundation	E			
	Dean – Business, Technology and Agricultural Sciences	E			
	Dean – Criminal Justice Institute and Public Service	E			
	Dean – E-Learning and Academic Services	E			
	Dean – Jack Wilkinson Levy Campus	E			
	Dean – Student Services	E			
	Dean – Teacher Education	E			
	Director – Appleton Museum of Art	E			
	Director – Financial Aid and Veterans Affairs	E			
A3	Associate Vice President, Arts and Sciences	E	$87,084	$165,460	$44.66
	Associate Vice President, Health Sciences	E			
A4	Vice President, Academic Affairs	E	$100,147	$190,279	$51.36
	Vice President, Administration and Finance	E			
	Vice President, Enrollment Management and Student Affairs	E			
	Vice President, Institutional Advancement/CEO CF Foundation	E			
	Vice President, Institutional Effectiveness and College Relations	E			
	Vice President, Regional Campuses	E			
	Vice President, Workforce Development and Innovation	E			

NOTE: Hourly rates for all Administrative positions are calculated by dividing the annual salary for a position by 1,950 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Professional Salary Procedures

Work Days and Requirements

As a rule, professional employees are employed on a 12-month schedule beginning July 1 and ending June 30. Based on the responsibilities of the position, a schedule may be established for less than the regularwork year. Where the employee is scheduled for less than the standard work year, the salary will be pro- rated based on daily rates.

The standard workweek for full-time administrators, professionals, technology, and career service employees shall consist of 37.5 scheduled work hours performed during the period which begins at 12:01 a.m. Sunday and ends at 12:00 a.m. Saturday. (CF Policy 6.17) The standard workweek for full-time administrators, professionals, technology, and career service employees during the summer term shall be performed Monday through Thursday. The dates of the summer work weeks will be designated on the approved administrative calendars.

Normal work hours begin at 8:00 a.m. and end at 4:30 p.m. daily, Monday through Friday. Work hours for the summer will be approved by the District Board of Trustees.

Professional employees shall be available for college business at all times throughout the standard work week, as well as outside regular work hours unless performing authorized travel or other approved absence.

Salary Determination

Professional service employees are placed in their appropriate pay grade and range at the time of appointmentor reappointment by the District Board of Trustees. Salary is determined by the level of responsibility and by years of verifiable experience applicable to the position and other factors as determined by the President. Generally, starting salary is limited to not more than twenty percent (20%) above the minimum salary for the position. The President may approve exceptions. Salaries will be based on the fiscal year (July 1 thru June 30

Supplements

When approved by the President, full-time exempt professional employees may receive a supplement for added responsibilites. When approved by the President, full-time non-exempt professional employees may receive a supplement for added responsibilities. Compensation will be paid at the employee's hourly rate of pay and subject to overtime rules described in the "Overtime Pay and Flexible Scheduling" section of this manual.

Salaries

A range of salaries for professional positions is shown on the College of Central Florida Professional Salary Schedule. Professional employees serve a 90-day Observation Period.

Part-Time Professional Salary Procedures

Work Days and Requirements

The standard workweek for part-time Professional service employees is 25 hours or less per week. Individual work schedules are determined by the supervisor. Schedules may vary on a week-to-week basis depending on the needs of the department.

Pay Determination

Part-time Professional service personnel are placed in their appropriate pay grade and hourly rate range at the time of their appointment. Appointment of part-time Professional service personnel is recommended by the President and approved by the District Board of Trustees in accordance with the salary schedule. Pay is determined by the grades in which specific jobs have been classified. Hourly rate is determined by the level of responsibility and by years of verifiable experience applicable to the position and other factors as determined by the President. Normally, the initial hourly rate shall not be greater than twenty percent (20%) above the minimum hourly rate established for the position. The President may approve exceptions.

Professional Salary Schedule ~~2025~~2026-~~2026~~2027					
Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
P1	Academic Support Specialist	NE	$39,109	$74,307	$20.06
	Accountant I	NE			
	~~Adjunct Coordinator~~	~~NE~~			
	Admissions Advisor	NE			
	Business Manager – Athletics	NE			
	Chief Preparator, AMA	E			
	Computer Information Technology Specialist	NE			
	Conference Centers Operations and Contract Coordinator, Ocala	NE			
	Conference Services Coordinator, Citrus	NE			
	Coordinator – Adult Education Enrollment/Student Services, Levy	NE			
	Coordinator – Enrollment/Student Services, Regional Campuses	E			
	Coordinator – Grounds Maintenance and College Support (P/T)	NE			
	Coordinator - Industry Certification and Testing	E			
	Coordinator-Instructional Materials and Scheduling	NE			
	Coordinator – Special Events	E			
	Coordinator – Visual and Performing Arts	NE			
	Dual Enrollment Specialist (P/T)	NE			
	Educational Advisor	NE			
	Education Assistant, AMA (P/T)	NE			
	E-Learning and Learning Support Specialist	NE			
	Employment Specialist	E			
	Employment Specialist-Instructional	E			
	Graphic Design and Social Media Coordinator, AMA	NE			
	Graphic Design, Web and Public Relations Coordinator, Ocala	NE			
	Health Sciences Simulation Technician	NE			
	Health Sciences Student Navigator	NE			
	~~Human Resources Specialist~~	~~NE~~			
	Manager – Membership/Events and Fundraisers, AMA	E			
	Manager – Visitor Services and Museum Store, AMA	NE			
	Marketing and Public Relations Graphic Arts Coordinator (P/T)	NE			
	Payroll Specialist	NE			
	Program Liaison/Recruiter (P/T)	NE			
	Program Specialist	NE			
	Project Coordinator NSF Grant	E			
	Property and Plant Fund Accountant	E			
	Recruiter/Outreach Specialist, Admissions (P/T)	NE			
	Recruiter/Outreach Specialist, Levy (P/T)	NE			
	Skills Lab Specialist, Citrus	E			
	Student Activities and Outreach Coordinator, Citrus	NE			
	Student Activities Coordinator, Ocala	NE			
	Transition Specialist/Instructor	NE			
	Veterans Affairs Coordinator	NE			

NOTE: Hourly rates for all Professional positions, with the exception of the Head Coach position, are calculated by dividing the annual salary for a position by 1,950 hours. The Head Coach position would be divided by 1,650 hours. Positions with the P/T notation can

only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
P2	Accreditation Specialist (PT)~~(2-year Temp)~~	NE	$43,020	$81,738	$22.06
	Accountant II	E			
	Admissions/School Relations Specialist - Ocala	E			
	Admissions/School Relations Specialist – Regional Campuses	E			
	Admissions Recruiter (PT)	NE			
	Coordinator – Academic Support	E			
	Coordinator – Assessment and Career Services	E			
	Coordinator – Career Pathways	E			
	Coordinator – Corporate College	E			
	Coordinator – Curriculum Services and Faculty Credentialing	E			
	Coordinator–Educational Opportunity Center	E			
	Coordinator – Pathways Life Services (P/T)	NE			
	Database Manager, CF Foundation	E			
	Dual Enrollment Coordinator	E			
	Fine Arts Center Manager, Visual and Performing Arts	E			
	~~Human Resources Compensation Specialist~~	~~E~~			
	Human Resources ~~Coordinator~~Generalist	E			
	Institutional Research Analyst	E			
	International Student Admissions and Advising Specialist	E			
	Librarian (Non-Instructional)	E			
	Marketing Photographer/Videographer	NE			
	Museum Educator, AMA	E			
	Talent Acquisition Coordinator	E			
	Transfer Specialist Coordinator	E			
P3	Accountant III	E	$47,322	$89,911	$24.27
	Accountant III (P/T)	NE			
	Benefits Manager	E			
	Business Accounts Coordinator	E			
	Campus Coordinator – Student Life,Citrus	NE			
	~~Coordinator – Benefits/Special Projects~~	~~E~~			
	Coordinator – Annual and Alumni Giving	E			
	Coordinator – Food Services	E			
	Coordinator – Maintenance, AMA	E			
	Coordinator – Maintenance, Citrus	E			
	Coordinator – Maintenance, Levy	E			
	Coordinator – Online Library Resources and Instruction	E			
	Coordinator – Payroll Services	E			
	~~Coordinator – Resource Development (Annual Giving and Alumni), CF Foundation~~	~~E~~			
	Curator of Exhibitions, AMA	E			
	Foundation Accountant III, CF Foundation	E			
	Grants Compliance Manager	E			
	Head Coach of Intercollegiate Athletics	E			
	Instructional Designer – E-Learning	E			
	Instructional Designer – Compliance Specialist, E-Learning	E			

NOTE: Hourly rates for all Professional positions, with the exception of the Head Coach position, are calculated by dividing the annualsalary for a position by 1,950 hours. The Head Coach position would be divided by 1,650 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
P3	Manager – CF Printing and Postal Services	E	$47,322	$89,911	$24.27
	Manager – Learning Resource Center,Citrus				
	Manager –President's Office and Board Operations	E			
	Museum Registrar, AMA	E			
P4	Assistant Director – Academic Advising and First Year Success	E	$52,054	$98,903	$26.69
	Assistant Director – Admissions/Student Recruitment	E			
	Assistant Director – Appleton Museum of Art	E			
	Assistant Director – Enrollment Services/Assistant Registrar	E			
	~~Assistant Director – Financial Aid~~	~~E~~			
	Assistant Director – Human Resources	E			
	Associate Director – Financial Aid	E			
	~~Associate Director – Financial Aid/Veterans Affairs~~	~~E~~			
	Business Analyst, Administration and Finance	E			
	Coordinator – Criminal Justice/Public Service	E			
	Data Analyst/Reporting Coordinator	E			
	Director – Corporate College	E			
	Director – Lab School	E			
	Director – Student Accounts	E			
	Director – Student Life	E			
	Director – Student Success and Educational Outreach Programs	E			
	Health Sciences Recruiter/Outreach Specialist	E			
	Manager – Accounting	E			
	Manager – Admissions/International Students	E			
	Manager – Community Relations	E			
	Manager – Digital Communications	E			
	Manager – Facility Operations	E			
	Manager – Facility Operations & Construction Projects	E			
	Manager – Instructional Services, Levy	E			
	Manager – Marketing and Public Relations	E			
	Manager – Plant Safety and Facility Operations	E			
	Manager – Professional Development	E			
	~~Manager – Public Safety~~	~~E~~			
	Manager – Testing and Assessment	E			
	Manager – Vintage Farm (Temp/Grant)	E			
	Manager – Work Readiness, Business and Technology	E			
	Project/Tutor Coordinator	E			
	Purchasing Agent and Risk Management	E			
	Research and Data Analyst	E			

NOTE: Hourly rates for all Professional positions, with the exception of the Head Coach position, are calculated by dividing the annual salary for a position by 1,950 hours. The Head Coach position would be divided by 1,650 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
P5	Director – Accessibility and Counseling Services	E	$57,259	$108,793	$29.36
	Director – Conference and Food Services	E			
	Director – Development, CF Foundation	E			
	Director – E-Learning and Learning Support Centers	E			
	Director – Governmental Relations and Special Assistant to the President	E			
	Director – Instructional Services, Citrus	E			
	Director – Public Safety	E			
	Director – Purchasing	E			
	Director – Resource Development	E			
	Manager – Athletics/Head Coach, Baseball	E			
	Project Director – Department of Labor Consortium (Grant Funded/Limited Time Appointment)	E			

NOTE: Hourly rates for all Professional positions, with the exception of the Head Coach position, are calculated by dividing the annual salary for a position by 1,950 hours. The Head Coach position would be divided by 1,650 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Technology Salary Procedures

Work Days and Requirements

As a rule, Technology employees are employed on a 12-month schedule beginning July 1 and ending June 30. Based on responsibilities of the position, a schedule may be established for less than the regular work year. Where the employee is scheduled for less than the standard work year, the salary will be pro-rated based on daily rates.

The standard workweek for full-time administrators, professionals, technology, and career service employees shall consist of 37.5 scheduled work hours performed during the period which begins at 12:01 a.m. Sunday and ends at 12:00 a.m. Saturday. (CF Policy 6.17) The standard workweek for full-time administrators, professionals, technology, and career service employees during the summer term shall be performed Monday through Thursday. The dates of the summer work weeks will be designated on the approved administrative calendars.

Normal work hours begin at 8:00 a.m. and end at 4:30 p.m. daily, Monday through Friday. Work hours for the summer will be approved by the District Board of Trustees.

Technology employees shall be available for college business at all times throughout the standard work week, as well as outside regular work hours, unless performing authorized travel or other approved absence.

Salary Determination

Technology employees are placed in their appropriate pay grade and range at time of appointment or reappointment by the District Board of Trustees. Salary is determined by level of responsibility and by years of verifiable experience applicable to the position and other factors as determined by the President. Generally, starting salary is limited to not more than twenty percent (20%) above the minimum salary for the position. The President may approve exceptions. Salaries will be based on the fiscal year (July 1 thru June 30).

Supplements

When approved by the President, full-time exempt technology employees may receive a supplement for added responsibilities. When approved by the President, full-time non-exempt technology employees may receive a supplement for added responsibilities. Compensation will be paid at the employee's hourly rate of pay and subject to overtime rules described in the "Overtime Pay and Flexible Scheduling" section of this manual.

Salaries

A range of salaries for technology positions is shown on the College of Central Florida Technology Salary Schedule. Technology employees serve a 90-day Observation Period.

Part-Time Technology Salary Procedures

Work Days and Requirements

The standard workweek for part-time Technology service employees is 25 hours or less per week. Individual work schedules are determined by the supervisor. Schedules may vary on a week-to-week basis depending on the needs of the department.

Pay Determination

Part-time Technology service personnel are placed in their appropriate pay grade and hourly rate range at the time of their appointment. Appointment of part-time Technology service personnel is recommended by the President and approved by the District Board of Trustees in accordance with the Technology salary schedule. Pay is determined by the grades in which specific jobs have been classified. Hourly rate is determined by the level of responsibility and by years of verifiable experience applicable to the position and other factors as determined by the President. Normally, the initial hourly rate shall not be greater than twenty percent (20%) above the minimum hourly rate established for the position. The President may approve exceptions.

Technology Salary Schedule ~~2025~~2026-~~2026~~2027					
Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
T1	PC/AV Technician	NE	$39,000	$74,100	$20.00
T2	Technical Support Specialist	NE	$41,000	$77,900	$21.03
T3	AV Automation Specialist	NE	$45,636	$86,708	$23.40
	Programmer Analyst I	E			
	Senior Technical Support Specialist	NE			
T4	Programmer Analyst II	E	$52,531	$99,809	$26.94
	Technology Specialist	E			
	Web Developer/Communications Specialist	E			
T5	Information Security Manager	E	$63,037	$119,770	$32.33
	Manager – Desktop Support	E			
	Network Engineer	E			
	Programmer Analyst III	E			
	Programmer III	E			
	Programmer III/Project Manager	E			
	Systems Administrator	E			
	Systems Programmer	E			
T6	Enterprise Resource Planning Manager	E	$75,645	$143,725	$38.79
	Information Technology Manager	E			
T7	Associate Vice President, Information Technology	E	$93,650	$177,935	$48.03

NOTE: Hourly rates for all Technology positions are calculated by dividing the annual salary for a position by 1,950 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Career Service Salary Procedures

Work Days and Requirements

The standard workweek for full-time administrators, professionals, technology, and career service employees shall consist of 37.5 scheduled work hours performed during the period which begins at 12:01 a.m. Sunday and ends at 12:00 a.m. Saturday. (CF Policy 6.17) The standard workweek for full-time administrators, professionals, technology, and career service employees during the summer term shall be performed Monday through Thursday. The dates of the summer work weeks will be designated on the approved administrative calendars.

Normal work hours begin at 8:00 a.m. and end at 4:30 p.m. daily, Monday through Friday. Work hours for the summer will be approved by the District Board of Trustees.

Variable schedules may include some night and/or weekend work as arranged through the appropriate supervisor. Work hours for custodians vary by shift. Maintenance employees normally begin work at 7:30 a.m.

Salary Determination

Career service personnel are placed in their appropriate pay grade and range at time of appointment as recommended by the President and approved by the Board. Salary is determined by the Level of responsibility and by the years of verifiable experience evaluated as being applicable to the position. Generally, starting salary is limited to not more than ten percent (10%) above the minimum salary for the position. The President may approve adjustment exceptions. Salaries will be based on the fiscal year (July 1 thru June 30).

~~Supplements~~Extra Duties

When approved by the President, full-time career service employees may receive ~~a supplement~~compensation for added responsibilities. Non-exempt employees will complete an "Extra Duties Form" and ~~C~~ccompensation will be paid at the employee's hourly rate of pay and subject to overtime rules described in the "Overtime Pay and Flexible Scheduling" section of this manual.

Salaries

A range of salaries for career service positions is shown on the College of Central Florida Career Salary Schedule. Career service employees serve a 90-day Observation Period.

Part-Time Career Service Salary Procedures
(Non-Student Positions)

Work Days and Requirements

The standard workweek for part-time Career Service employees is 25 hours or less per week. Individual work schedules are determined by the supervisor. Schedules may vary on a week-to-week basis depending on the needs of the department.

Pay Determination

Part-time Career Service personnel are placed in the appropriate grade and hourly rate range at the time of their appointment. Appointment of Part-time Career Service personnel is recommended by the President and approved by the District Board of Trustees in accordance with the salary schedule. Pay is determined by the grades in which specific jobs have been classified. Hourly rate is determined by the level of responsibility and by years of verifiable experience applicable to the position and other factors as determined by the President. Normally, the initial hourly rate shall not be greater than ten percent (10%) above the minimum hourly rate established for the position. The President may approve exceptions.

Career Service Salary Schedule ~~2025~~2026-~~2026~~2027					
Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
C1	Cashier – Cafeteria Services and Cyber Café (P/T)	NE	$29,250	$55,575	$15.00
	Catering Assistant (P/T)	NE			
	Childcare Cook – CF Learning Lab School (P/T)	NE			
	Communications Center Assistant	NE			
	Custodian (P/T)	NE			
	Food Services Assistant (P/T)	NE			
	Gallery Assistant (P/T)	NE			
	Grill Cook I (P/T)	NE			
	Groundskeeper	NE			
	Instructional Aid I (Temp/Grant)	NE			
	Line Cook – Cafeteria Services (P/T)	NE			
	Mail Courier	NE			
	Mailroom/Printing and Postal Services Assistant (P/T)	NE			
	Mailroom/Staff Services Assistant (P/T)	NE			
	Maintenance Repair Worker (P/T)	NE			
	Preschool Teacher Assistant (P/T)	NE			
	Staff Assistant I	NE			
	Visitor Services Specialist, AMA (P/T)	NE			
	Weight Room Supervisor (P/T)	NE			
C2	Conference Centers Assistant I (P/T)	NE	$30,712	$58,354	$15.75
	Friends of the Foundation Volunteer Coordinator (P/T)	NE			
	Gallery Coordinator (P/T)	NE			
	Grill Cook II (P/T)	NE			
	Instructional Aid II (P/T)	NE			
	Library Technician	NE			
	Museum Assistant, AMA (P/T)	NE			
	Night Cashier/Accounting Clerk (P/T)	NE			
	Orientation Specialist (P/T)	NE			
	Printing Assistant (P/T)	NE			
	Public Safety Officer	NE			
	Specialist – Cafeteria Services	NE			
	Staff Assistant II	NE			
C3	Accounting Specialist I	NE	$32,248	$61,271	$16.54
	Auditorium Assistant (P/T)	NE			
	Catering Captain (P/T)	NE			
	Conference Services Specialist	NE			
	Costume Shop Assistant (P/T)	NE			
	Cyber Café Specialist I (P/T)	NE			
	Evening Coordinator, Citrus (P/T)	NE			

NOTE: Hourly rates for all Career positions are calculated by dividing the annual salary for a position by 1,950 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
C3	Facilities Worker	NE	$32,248	$61,271	$16.54
	Grounds Specialist	NE			
	Instructional Aid III (P/T)	NE			
	Neighborhood Recruiter (Grant Funded) (P/T)	NE			
	Preschool Teacher	NE			
	Public Safety Sergeant	NE			
	Public Service Division Support Specialist	NE			
	Records Technician, CJI	NE			
	Staff Assistant III	NE			
	Student Services Specialist, Citrus	NE			
	Testing Assistant, Student Services (P/T)	NE			
	Trades Helper (P/T)	NE			
	Trips and Tours Specialist, I, AMA (P/T)	NE			
	Webber Center Specialist (P/T)	NE			
	Weekend Manager, AMA (P/T)	NE			
C4	Accounting Specialist II	NE	$33,861	$64,335	$17.36
	Assessment Specialist	NE			
	Assistant to the POD Project Managers	NE			
	Communication Center Specialist	NE			
	Communications Technician (P/T)	NE			
	Computer Lab Assistant (P/T)	NE			
	Computer Specialist (Grant Funded) (P/T)	NE			
	Conference Centers Assistant II (P/T)	NE			
	Cyber Café Specialist II (P/T)	NE			
	Donor Relations Specialist, CF Foundation	NE			
	Financial Aid Specialist I	NE			
	Financial Aid Technician (P/T)	NE			
	Grants Specialist I	NE			
	Grounds and Inmate Supervisor	NE			
	Human Resources Assistant	NE			
	Instructional Assistant	NE			
	Learning Commons Specialist	NE			
	Learning Support Specialist, Citrus	NE			
	Learning Support Specialist, Ocala (P/T)	NE			
	Museum Events Specialist, AMA (P/T)	NE			
	Public Safety Assistant	NE			
	Public Safety Lieutenant	NE			
	Public Safety Training Specialist (P/T)	NE			
	Senior Library Technician	NE			
	Senior Library Technician, Citrus	NE			
	Specialist – Catering Services	NE			
	Specialist – Perkins Grant, Business and Technology	NE			

NOTE: Hourly rates for all Career positions are calculated by dividing the annual salary for a position by 1,950 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Grade	Positions	Status E/NE	Minimum	Maximum	Part-Time Rate
C4	Staff Assistant IV	NE	$33,861	$64,335	$17.36
	Trades Technician	NE			
	Trades Worker	NE			
	Trips and Tours Specialist II, AMA (P/T)	NE			
	Veterans Affairs School Certifying Official (P/T)	NE			
C5	Accounting Specialist III	NE	$35,554	$67,552	$18.23
	Accounting Specialist III, CF Foundation	NE			
	Admissions Specialist	NE			
	Admissions Technician	NE			
	Assessment and Career Specialist	NE			
	Assistant Payroll Specialist (P/T)	NE			
	Disability Services Assessment and Accommodations Specialist	NE			
	Enrollment Services Technician	NE			
	Enrollment Specialist	NE			
	Executive Administrative Assistant	NE			
	Executive Administrative Assistant, CF Foundation	NE			
	Financial Aid Scholarship Specialist	NE			
	Financial Aid Specialist II	NE			
	Foundation Scholarship Accounting Specialist, CF Foundation	NE			
	Hampton Center Coordinator	NE			
	Marketing and Public Relations Specialist	NE			
	Marketing Assistant – Suicide Prevention Program (P/T)	NE			
	Museum Specialist	NE			
	Print and Design Specialist	NE			
	Public Safety Coordinator, AMA	NE			
	Specialist II – Food Services	NE			
	Technical Learning Support Specialist (P/T)	NE			
	Trades Specialist – Carpenter	NE			
	Trades Specialist – Electrician	NE			
	Trades Specialist – HVAC	NE			
	Trades Specialist – HVAC/Preventive Maintenance	NE			
	Trades Specialist – Locksmith	NE			
	Trades Specialist – Painter	NE			
	Trades Specialist – Plumber/Irrigation	NE			

NOTE: Hourly rates for all Career positions are calculated by dividing the annual salary for a position by 1,950 hours. Positions with the P/T notation can only be part-time positions. However, all other positions may be part-time if the person qualifies. Additionally, grants or contracts that include compensation or stipends that vary from these established pay grades must be approved by the President or the President's designee.

Other Personnel Services (OPS)

General Policy

The President is authorized to employ temporary employees as may be required to perform the necessary functions of the college within budget limitations and any employment constraints established for temporary employees through District Board of Trustees' rules.

Teaching Faculty

Substitute Teachers

Substitute instructors, including regular full-time faculty, are compensated at the rate of $25.00 per contact hour. The President has authority to increase this compensation in instances where it is justified.

Adjunct Instructors

The college may employ part-time instructional personnel on a permanent or as-needed basis. To the extent possible, all part-time instructors shall meet the employment criteria described for regular full-time instructors of credit and non-credit program. Waiver of criteria shall be recommended by the appropriate Coordinator and Dean, concurred with by the Chief Academic Officer, and approved by the President.

- The following definitions shall apply as referenced in this policy:
  (a) Lecturer or adjunct instructor. A temporary instructor employed to teach a specific course or courses in degree or certificate granting programs. The instructor is appointed one term at a time to provide specific instructional requirements. When appointed, the instructor will be filling a temporary position.
  (b) Regular part-time instructor. An instructor employed to teach less than a full instructional load in a position that will exist for more than four (4) consecutive calendar months, for normally a minimum of two consecutive terms.
  (c) Temporary part-time instructor. A temporary instructor employed to teach non-credit courses, normally sponsored through the Continuing Education Division, including the Florida Institute of Criminal Justice, the Nursing or other similar activities. (Such instructional requirements shall not normally exist for more than one term at a time and there is no expectation of continued employment in succeeding or subsequent terms. The employment of temporary part-time instructors is contingent upon adequate student enrollments in the course or courses offered.)
  (d) Term. As used in this policy, "term" shall mean any recognized term of instruction, or any period of instruction, which does not exceed 85 instructional workdays even though the period may overlap recognized "terms."
  (e) Four consecutive months. A position shall be considered to exist for four (4) consecutive months if it exists for more than 121 consecutive calendar days.

- Temporary part-time instructors of non-credit courses shall meet the following minimum criteria:
  (a) Possess a high school diploma, or equivalent, and
  (b) Two years full-time work experience in the field to be taught; or
  (c) A combination of post-secondary education and full-time work experience which equals two years.
  (d) Possess a current valid license in the field of specialization issued by the state of Florida, if one is required.

- Credit instructors are employed on a term-by-term basis as needed. Adjunct Instructors teach credit courses, which exceed the teaching capacity of regular full-time faculty. Compensationis at the rates shown below, according to academic degree and number of credit or equivalent contact hours taught:

  Less than Master's ..... $726 per Credit Hour
  Master's ..... $753 per Credit Hour
  Doctorate ..... $785 per Credit Hour

  When teaching **vocational** courses, compensation is normally at the rate of **$16.00** per contact hour of instruction regardless of degree, certificate rank, or contractual status with other institutions.

Continuing Education and Criminal Justice Institute Teaching Faculty

Continuing Education faculty, Criminal Justice Institute faculty and other part-time faculty are compensated in accordance with the specific salary schedules included in this document.

Visiting Professors

Visiting Professors are paid in accordance with the TEACHING FACULTY SALARY SCHEDULE (FAC).

Supplements for Instructors of Comprehensive Vocational Education Programs/Courses

When suitable instructors are not available to teach a comprehensive vocational/occupational course or program at the regular compensation rate, the President is authorized to approve payment of a supplement to a qualified instructor. This supplemental pay is in addition to the regular hourly rate, but the combined hourly rate shall not exceed the rate of **$25.00** per contact hour of instruction.

Marion County Fire Rescue

Corporate Training instructional staff providing services under the Interlocal Agreement with the College and Marion County shall be compensated on a rate schedule established in the agreement.

Other Temporary Employees

When an appropriate job classification does not exist within the college's job inventory, the President is authorized to establish a **temporary job classification** at a pay rate commensurate with the duties to be performed.

Temporary Replacement

A person employed to temporarily fill a regularly established position during the absence of the incumbent may be compensated at **no less than the current minimum wage** and no more than the same level at which the position has been classified.

Temporary Employees for Career Service Positions

Persons hired to fill temporary positions created to accomplish specific tasks within a specific time shall be classified as temporary employees. A temporary employee does not serve on a contractual basis nor does the Personnel Action Form for a temporary employee constitute a contract.

1. Temporary employees are to be paid as recommended by the Director of Human Resources and approved by the President.
2. Temporary employees whose responsibilities have degree requirements must provide a copy of the required transcript to the Office of Human Resources in order for the appropriate compensation rate to be determined. In order for these workers to receive a paycheck, an original transcript showing the degree must be on file in the Office of Human Resources.

Consultants
The college is authorized to acquire and pay consultants as authorized under current Board Rules. Guidelines for paying consultants are listed in College Policy 5.07, which is available on the college intranet. The Agreement to Provide Professional Services form is available from the Administration and Finance office.

Assistant Coaches
Assistant coaches in college-sponsored intercollegiate team sports shall be compensated on a seasonal basis for actual coaching assistance. Compensation will be determined on an hourly salary basis dependent on the level of coaching experience and seasons of service. Compensation will not exceed twenty-five hours per week and a maximum of $15,000 over a 10-month period.

Part-time Head Coaches
Compensation will be determined by the President based on the scope of work required.

Building Official – Plant Operations and Facilities
Compensation will be determined by the President based on the scope of duties and degrees/certifications relevant to building code inspection and examination.

Clinical Dentist – Health Sciences
This position may be assigned to full-time or part-time duties. Compensation will be determined by the President based on the scope of duties and degrees/certifications relevant to the position.

Visual and Performing Arts Consultants
Consultants in Visual and Performing Arts shall be compensated on a seasonal basis for actual consultant assistance with VPA performances or exhibits. Compensation will be determined on an hourly salary basis dependent on the level of experience and seasons of service. Compensation will not exceed $15,000 over a 10-month period. NOTE: an approved memo outlining salary and credentials must be provided at the time of hire.

Staff Piano Accompanist

Staff Piano Accompanists are employed to assist instructors in ensemble courses and with applied lessons. Accompanists must possess a Bachelor's degree in music and/or three years' experience in piano accompaniment to choirs, ensembles and individual student performances. Compensation will not exceed twenty-five hours per week and a maximum of $30.00/hour.

Testing: GED Examinations

Test Administrator:	$25.00/hour
Room Supervisor:	$17.50/hour

Interpreters

These individuals are employed to assist hearing- and sight-impaired students. Interpreters must possess evidence of qualification and are paid commensurate with their level of training. Rates range from $15.00 to $18.00.

Student-Only Positions

The standard workweek for part-time student employees is 15 hours or less per week. Individual work schedules are determined by the supervisor. Schedules may vary on a week-to-week basis depending on the needs of the department. Student workers must be currently enrolled at the college and actively attending classes in accordance with the enrollment requirements.

Notetaker	$15.00/hour
Transcriber	$15.00/hour
Student Assistant	$15.00/hour
SAFE	$15.00/hour
Peer Educators	$15.00/hour
*America Reads Tutor	$15.00/hour
Child Care-Work Study	$15.00/hour
*TRIO Tutor	$15.00/hour

*Positions contingent on continuation of Federal Government/Grant Approval

Miscellaneous

Miscellaneous category/job title employees with non-student status are eligible for annual increases when approved by the Board. Student employees will remain at the current minimum wage rate unless otherwise directed by the Board.

Reader	$15.00/hour
Office Aide	$15.00/hour
Tutor (AA/AS or less)	$15.00/hour
Tutor (BA/BS/Certified)	$16.00/hour
Tutor (Master's/Specialized)	$17.00/hour

Temporary Part-Time Instructors (Hourly Pay)

Appleton Museum of Art
Continuing Education
Corporate Training
Workforce Development
Criminal Justice Institute
Health Sciences

Pay Grade Determination

The initial pay grade for temporary part-time instructors employed to teach occupational or technical programs or in non-credit courses offered by the college shall be determined by a combination of education and work experience. Both the education and experience must be directly related to the field of specialization that the instructor is employed to teach. The program manager recommending the employment of the part-time instructor is responsible for verifying that the combination of education and work experience is appropriate for the program to which the instructor is assigned.

Pay grade for temporary part-time instructors employed for continuing education courses (not related to occupational or technical programs) is determined by the degree or experience of the instructor based on review and recommendation of the program manager.

The college determines the initial placement and evaluates part-time instructors for increases. Initial placement is determined when the instructor concurrently presents evidence of directly related education and work experience. Those for whom no documentation is provided are placed at PG-1 on the appropriate salary schedule.

The President or a designee may approve exceptions to the salary schedule based on market pricing for the specific occupational field or on the applicant's credentials. Exceptions include corporate workforce development and continuing education courses, which are fully supported by student fees, or rates specified in agreements authorized by the Board. In these cases,the salary or stipend for instructors may be negotiated based on market pricing or instructor availability.

Part-time instructors in occupational and technical programs, selected to teach courses conducted for the college by an outside department or board, must present evidence of certification as a qualified instructor or expert in the field, issued by the department or board, which mandates or sponsors the training.

Documentation Verifying Qualifications for Pay Grade Placement

Program coordinators seeking applicants for part-time occupational and technical teaching positions must be able to verify the applicant's qualifications to teach the subject matter. Such documentation includes:

(1) Official transcripts,
(2) Letters from agencies or employers certifying work-related experience, or
(3) Copies of professional licenses or certificates required for the discipline.

Pay Grade Advancement

Part-time instructors may be advanced in pay grade when they present acceptable documentation that all requirements for a higher pay grade have been completed.

Advances in pay grade may be given when the instructor:

(1) Obtains a higher degree;
(2) Completes the next level of work-related experience; or
(3) Completes a higher level of professional credentialing.

Advances in pay grade occur only ~~once each year~~ at the beginning of ~~the fiscal year~~each term (Fall, Spring, Summer) following the ~~year~~ term in which an instructor completes requirements for advancement and provides the college with the necessary documentation to support the requested increase.

Instructors are responsible for notifying the program coordinators before ~~May 1~~start of term that all requirements for advancement including the submission of official transcripts have been met and for submitting supporting documentation to the Human Resources Office of the college. Documentation must be on file in the Human Resources Office ~~prior to May 31st~~the first payroll deadline for each term.

~~All yearly advancements are effective at the beginning of the fiscal year following the year in which appropriate documentation was received.~~

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NOTE: Program Coordinators certify that requirements for advancement have been met. Advancement is recommended by the Dean and Chief Academic Officer and approved by the President.

Interruption of Service

Part-time instructors who interrupt their teaching service with the college will return to the same pay grade and step held at the time service was interrupted unless, during the break in service, they attained a higher level of education verified by official transcripts or verifiable additional experience which reaches the threshold level of the next pay grade.

Adjustment for Low Enrollment

For those courses with low enrollment which are subject to cancellation, the college is authorized to offer continuing education instructors a lower hourly pay rate, not below State of Florida Minimum Wage Rate currently at $15.00 an hour, with recommendation of the Dean and the Chief Academic Officer and the approval of the President.

Part-Time Instructor Salary Schedule

Appleton Museum of Art
Continuing Education
Corporate Training
Workforce Development

Pay Grade (P.G.)	Hourly Salary Range	Minimum Qualifications (Education and Experience)	Advancement Between Pay Grades
P.G. 1	$19.60	High school diploma or equivalent **and** 2 years work-related experience.	Associate's degree or equivalent **or** Professional credentialing and 3 years work-related experience.
P.G. 2	$22.56	Associate's degree or equivalent **or** Professional credentialing and 3 years work-related experience.	Bachelor's degree or equivalent **or** Professional credentialing and 5 years work-related experience.
P.G. 3	$25.52	Bachelor's degree or equivalent **or** Professional credentialing and 5 years work-related experience.	Master's degree, professional credentialing **or** Professional Credentialing and 7 years work-related experience.
P.G. 4	$31.45	Master's degree, professional credentialing **or** Professional Credentialing and 7 years work-related experience.	Doctoral degree or equivalent **or** Professional credentialing and 10 years work-related experience.
P.G. 5	$37.38	Doctoral degree or equivalent **or** Professional credentialing and 10 years work-related experience.	

NOTE: Professional services contracts are used to employ part-time instructors when some or all of the following conditions apply: the instructor is employed for a limited time (for example, the instructor teaches one three-hour session), the stipend includes additional costs (such as developing classroom lectures, developing materials, providing materials for students, travel, etc.), or the instructor has unique credentials that may be difficult to document or do not fit the standard schedule. Professional services contracts can be used to pay instructors where the full cost of instruction is paid by the students (such as in continuing education or corporate training programs).

Part-Time Instructor Salary Schedule

Health Sciences

Pay Grade (P.G.)	Hourly Salary Range	Minimum Qualifications (Education and Experience)	Advancement Between Pay Grades
P.G. 1	$30.48	Certificate in discipline, license to practice and 2 years work-related experience **or** Associate degree or equivalent	Associate degree in discipline, license to practice, 4 years work-related experience
P.G. 2	$34.91	Associate degree in discipline, license to practice, 4 years work-related experience	Bachelor's degree in discipline, license to practice and 2 years work-related experience
P.G. 3	$37.99	Bachelor's degree in discipline, license to practice and 2 years work-related experience	Master's degree in discipline, license to practice and 4 years work-related experience.
P.G. 4	$43.97	Master's degree in discipline, license to practice and 4 years work-related experience.	Doctoral degree (or specialist license or credential plus Master's degree), license to practice and 5 years work-related experience.
P.G. 5	$46.64	Doctoral degree (or specialist license or credential plus Master's degree), license to practice and 5 years work-related experience.	

NOTE:

A: Professional services contracts are used to employ part-time instructors when some or all of the following conditions apply: the instructor is employed for a limited time (for example, the instructor teaches one three-hour session), the stipend includes additional costs (such as developing classroom lectures, developing materials, providing materials for students, travel, etc.), or the instructor has unique credentials that may be difficult to document or do not fit the standard schedule. Professional services contracts can be used to pay instructors where the full cost of instruction is paid by the students (such as in continuing education or corporate training programs).

B: When a part-time Health Sciences instructor teaches in one of the programs at the Criminal Justice Institute, they continue to be paid from the Health Sciences Salary Schedule.

Part-Time Instructor Salary Schedule

Public Service/Criminal Justice

Pay Grade (P.G.)	Hourly Salary Range	Qualifications	Advancement Between Pay Grades
P.G.1	$29.63	Industry Certification	Each part-time faculty member teaching courses in occupational and technical areas of the Public Service/Criminal Justice Division that are components of a PSAV program must possess appropriate academic preparation coupled with a minimum of three years work experience. The minimum academic preparation for faculty teaching in occupational and technical areas must be at the same level at which the faculty member is teaching.
P.G.2	$34.20	Associate's degree	
P.G.3	$37.99	Bachelor's degree	
P.G.4	$43.97	Master's degree	
P.G.5	$46.64	Doctoral degree	

Temporary Part-Time Instructors (Hourly Pay)

Adult General Education Salary Schedule

Position	Position Description	Hourly Rate	Minimum Qualifications (Education and Experience)
Evaluation and Assessment instructor	Provides instruction in test preparation. Assess and evaluate student placement and learning gains.	$16.85	High School Diploma or equivalent required
Assessment Specialist – Adult Education	Coordinate, schedule and administer entry level standard and specialty assessments.	$17.69	Associate degree in general education or a related field.
Lab Instructor	Uses software and Web only to facilitate computer-based instruction.	$18.58	Bachelor's degree required
Transition Specialist/ Instructor	Interactive teaching of college and career academic readiness skills, financial aid and supportive services using a variety of delivery methods.	$19.51	Bachelor's degree plus a minimum of 18 graduate credit hours in education, counseling, math, English, reading or a social science.
Instructor	Teaches all subjects in class or lab setting using a variety of curricula.	$20.48	Bachelor's degree required
Adult Education Database Manager	Provide maintenance and support of AGE ACCESS database, and responsibility for NRS reporting to Institutional Effectiveness and IT departments.	$21.51	Bachelor's degree or equivalent experience required. Experience with database building and management preferred.
Lead Instructor	Interactive teaching of all subjects in small/large groups using a variety of curricula. Serves as lead teacher for instructional site.	$22.58	Bachelor's degree required

** The Adult General Education salary schedule is effective per District Board of Trustees action taken on March 23, 2004. All Adult Education Instructors hired after this date will be paid on this schedule.*

COLLEGE OF CENTRAL FLORIDA

25

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Appleton Museum of Art Operating Budget for 2026-2027

INITIATOR: Chris Knife
Vice President of Institutional Advancement & CEO of CF Foundation

THROUGH: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

Each year, the District Board of Trustees is required to approve the Appleton Museum of Art's Operating Budget which is prepared with input from the Appleton Museum of Art's staff. A report summarizing the AMA budget will be made to the Board for consideration and approval.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the 2026-2027 Operating Budget for the Appleton Museum of Art as presented.

TO: Dr. James D. Henningsen, President

FROM: Charles Prince, Vice President, Administration and Finance

DATE: June 17, 2026

RE: 2026-2027 Appleton Museum of Art Budget

Please find below our recommendation for the Appleton Museum of Art 2026-2027 operating budget.

A. Revenue Projections

CF Operational Funding	$1,250,000
Endowment Appleton	600,000
Reserves Total	100,000
Revenue	**$1,950,000**

B. Operating Expenses

Personnel	$1,150,000
Current Expenses	800,000
Total Expenses	**$1,950,000**

Appleton Museum of Art
2026-2027 Budget Request
(backup budget detail for information)

Revenues			
State Funding	$	1,250,000	64.1%
Endowment (Northern Trust)	$	600,000	30.8%
Reserves	$	100,000	5.1%
Total Revenues	**$**	**1,950,000**	100.0%
Expenses			
Personnel / Payroll F/T*	$	740,500	38.0%
Personnel / Payroll P/T*	$	409,500	21.0%
Service Contracts/Agreements	$	180,000	9.2%
Insurance	$	20,000	1.0%
Utilities	$	100,000	5.128%
General Operating Expenses	$	500,000	25.641%
			0.000%
			0.000%
Total Operating Expense	**$**	**1,950,000**	100.000%

No Changes to total Operating Expense From FY 25/26

*Full-Time Equivalent is 24.0

COLLEGE OF CENTRAL FLORIDA

26

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Capital Improvement Plan – FY 2027-2028 through FY 2031-2032 & Fund 7 College-Wide Capital Outlay Projects Budget – 2026-2027

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

BACKGROUND AND PERTINENT FACTS (including Objective):

Each year the College submits a five-year Capital Improvement Plan (CIP) to the Division of Florida Colleges. The CIP describes the status of the College's land and facilities. The CIP also requests consideration by the Division of Florida Colleges of specific projects for land acquisitions, new construction, renovation, remodeling and general maintenance. A summary of the Capital Improvement Program is included. Additionally, attached for the Board's review and approval is a proposed Fund 7 College-Wide Capital Outlay Projects budget for 2026-2027. The entire Capital Improvement Program will be available at the Board Meeting.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approves the Capital Improvement Plan for Fiscal Years FY 2027-2028 through FY 2031-2032 and the Fund 7 College-Wide Capital Outlay Projects budget for 2026-2027 and authorizes the Board Chair to sign.

Capital Improvement Program

Fiscal Years 2027-28 through 2031-32

College of Central Florida

June 2026

FLORIDA COLLEGE SYSTEM
CAPITAL IMPROVEMENT PLAN &
LEGISLATIVE BUDGET REQUEST
FY 2027-28

TRANSMITTAL FORM

COLLEGE *College of Central Florida*

APPROVED BY BOARD OF TRUSTEES *June 24th, 2026*
(DATE)

SIGNATURE OF PRESIDENT OR DESIGNEE _____

PRINT NAME *Charles Stone*

TITLE *Chair District Board of Trustees*

DATE *June 24th, 2026*

CONTACT PERSON NAME *Katie Hunt*

TELEPHONE *352-854-2322 ext. 1729*

E-MAIL *huntk@cf.edu*

CAPTIAL IMPROVEMENT PROGRAM
2027-28 THROUGH 2031-32

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College of Central Florida offers equal access and opportunity in employment, admissions and educational activities. The college will not discriminate on the basis of race, color, ethnicity, religion, sex, age, marital status, national origin, genetic information, veteran status or disability status and any other factors prohibited under applicable federal, state, and local civil rights laws and regulations in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this policy statement, the college will not tolerate such conduct. The Title IX Coordinator has been designated to handle inquiries regarding nondiscrimination policies and can be contacted at the Ocala Campus, 3001 S.W. College Road, at 352-291-4410 or Compliance@cf.edu.

Capital Improvement Program

Current Status (CIP-1)



FLORIDA COLLEGE SYSTEM
CIP 1
CURRENT STATUS OF FUNDED & BUDGETED PROJECTS FOR YEAR 2026-27

CIP 1

COLLEGE: College of Central Florida

DATE: June 9th, 2026

PROJECT TITLE (Include Site)	SITE No.	FUNDING SOURCE(s)	YEAR(S) FUNDED	GROSS SQUARE FEET (GSF)	PRIOR APPROPRIATED STATE FUNDS*	ADDITIONAL APPROPRIATED STATE FUNDS REQUIRED*	AMOUNT OF OTHER FUNDS	TOTAL PROJECT COSTS	ON APPROVED SURVEY?**	ON APPROVED PPL?***	CURRENT STATUS (Select One from List)	ESTIMATED OR ACTUAL COMPLETION DATE
Citrus Campus Facilities Enhancement Challenge Grant - Match Request	6	PECO	2004-05	37,216		$1,591,500		$1,591,500	YES	YES		
Levy Campus Facilities Enhancement Challenge Grant - Match Request	3	PECO	2007-08	49,287		$1,668,060		$1,668,060	YES	YES		
Ocala, Building 1 Access Control Upgrades HR, Business Office	1	CIF	2025-26	N/A	$0	$20,000		$20,000	YES	YES	Complete	12/30/2025
Ocala, Building 4 Band Room Acoustical Upgrades	1	CIF	2022-23	1,556	$0	$30,000		$30,000	YES	YES	Complete	3/31/2026
Health Science Technology Center - Design Fee	1	PECO	2018-19	N/A		$0		$0	YES	YES	Complete	3/31/2026
Ocala, Health Science Project - Center for Nursing	1	PECO	2018-19	42,500	$15,646,963	$0	$4,000,825	$19,647,788	YES	YES	Complete	3/31/2026
Ocala, Building 23 Fencing around Chiller	1	CIF	2022-23	N/A	$17,500	$0		$17,500	YES	YES	Complete	12/30/2025
Ocala, South Campus HVAC Upgrades	1	State DM	2022-23	N/A	$713,885	$0		$713,885	YES	YES	Complete	12/30/2025
Ocala, Building 2,3,4, 42 Roof Replacements	1	State DM	2022-23	N/A	$1,345,108	$0		$1,345,108	YES	YES	Complete	12/30/2025
Ocala, Baseball Fence	1	CIF	2025-26	N/A	$0	$9,000		$9,000	YES	YES	Complete	6/30/2026
Ocala, Building 71 Replace AHU 1, 2, & 3, boilers, piping, controls,wiring	1	State DM	2022-23	N/A	$908,770	$0		$908,770	YES	YES	Complete	12/30/2025
Ocala, Building 18 HVAC Equipment Renovation	1	State DM	2022-23	6,391	$1,149,885	$0		$1,149,885	YES	YES	Complete	12/30/2025
Ocala, Building 18 Roof Replacement	1	CIF	2023-24	6,391	$177,333	$0		$177,333	YES	YES	Complete	12/30/2025
Ocala/Citrus, Fire Alarm Upgrades	1,6	State DM	2022-23	N/A	$312,998	$0		$312,998	YES	YES	Complete	12/30/2025
Ocala, Building 38 Staff Services Upgrades	1	CIF	2022-23	680	$2,000	$0		$2,000	YES	YES	Complete	9/30/2025
Levy, Access Control Local Lockdown Button	3	CIF	2023-24	N/A	$0	$5,000		$5,000	YES	YES	Complete	3/30/2026
Hampton, Roof Repairs	4	State DM	2022-23	21,920	$361,260	$0		$361,260	YES	YES	Complete	9/30/2025
Citrus, AHU-C3 Replacement	6	State DM	2022-23	N/A	$410,885	$0		$410,885	YES	YES	Complete	12/30/2026
CW Pump 1 & 2 Replacement	6	State DM	2022-23	N/A	$11,840	$0		$11,840	YES	YES	Complete	12/30/2025
Citrus, Replace Concrete Walkway	6	CIF	2023-24	N/A	$0	$6,000		$6,000	YES	YES	Complete	12/30/2025
Airport, New Classroom Portable	7	CIF	2023-24	2,000	$298,000	$0		$298,000	YES	YES	Complete	6/30/2026
VAV Box Replacements - qty. (2)	10	PECO	2024-25	N/A	$30,000	$0		$30,000	YES	YES	Complete	12/30/2025
Refrigerant Monitoring System	10	PECO	2024-25	N/A	$197,585	$0		$197,585	YES	YES	Complete	12/30/2026
AMA, AHU-5 Replacement, and 90 Ton RTWA Chiller Replacement	10	State DM	2024-25	N/A	$611,785	$0		$611,785	YES	YES	Complete	12/30/2026
College Wide Security Systems	All	PECO	2025-26	N/A	$200,000	$0		$200,000	YES	YES	Complete	6/30/2026
College Wide General Renovations	All	PECO	2025-26	N/A	$200,000	$0		$200,000	YES	YES	Complete	6/30/2026
College Wide Painting	All	PECO	2025-26	N/A	$100,000	$0		$100,000	YES	YES	Complete	6/30/2026
College Wide Sidewalk Repairs	All	PECO	2025-26	N/A	$50,000	$0		$50,000	YES	YES	Complete	6/30/2026
College Wide ADA Compliance	All	PECO	2025-26	N/A	$50,000	$0		$50,000	YES	YES	Complete	6/30/2026
College Wide Classroom Upgrades/Repairs	All	PECO	2025-26	N/A	$150,000	$0		$150,000	YES	YES	Complete	6/30/2026
College Wide Site Improvement	All	PECO	2025-26	N/A	$150,000	$0		$150,000	YES	YES	Complete	6/30/2026
Collge Wide Safety and Security	All	PECO	2025-26	N/A	$150,000	$0		$150,000	YES	YES	Complete	6/30/2026
College Wide HVAC Repairs	All	PECO	2025-26	N/A	$100,000	$0		$100,000	YES	YES	Complete	6/30/2026
College Wide Roof Repairs	All	PECO	2025-26	N/A	$75,000	$0		$75,000	YES	YES	Complete	6/30/2026
College Wide Signage	All	PECO	2025-26	N/A	$75,000	$0		$75,000	YES	YES	Complete	6/30/2026
College Wide Fire Alarm System Upgrades	All	PECO	2025-26	N/A	$70,000	$0		$70,000	YES	YES	Complete	6/30/2026
College Wide Grounds and Landscaping	All	PECO	2025-26	N/A	$100,000	$0		$100,000	YES	YES	Complete	6/30/2026
Ocala, Criminal Justice Instructional Center	1	PECO	2022-23	31,868	$17,465,199	$0		$17,465,199	YES	YES	Construction	10/31/2027
Ocala, Building 19 EMS Program Building Renovation/Remodel	1	PECO	2022-23	26,832	$7,183,653	$0		$7,183,653	YES	YES	Construction	9/30/2026
Ocala, Building 9, Advanced Manufacturing / Engineering Technology Renovation - CAP Grant	1,6	CAP Grant	2024-25	N/A	$0	$0	$4,110,031	$4,110,031	YES	YES	Construction	12/30/2026
Ocala, Buildings 23/51 Chiller Plant Cross Connection Project	1	CIF	2023-24	N/A	$0	$3,000,000		$3,000,000	YES	YES	Construction	6/30/2027
Vintage Farm, ADA Parking Space at Greenhouse	5	State DM/CIF	2022-23	N/A	$0	$70,000		$70,000	YES	YES	Construction	12/30/2026
Citrus, Classroom Lab Renovation - CAP Grant	6	CAP Grant	2024-25	1,544	TBD	$0		TBD	YES	YES	Construction	12/30/2026
College Wide ADA/Equity Deficiencies List - signage, wrap drain pipes	All	State DM	2022-23	N/A	$118,194	$0		$118,194	YES	YES	Construction	12/30/2026

FLORIDA COLLEGE SYSTEM
CIP 1
CURRENT STATUS OF FUNDED & BUDGETED PROJECTS FOR YEAR 2026-27

CIP 1

COLLEGE: College of Central Florida

DATE: June 9th, 2026

PROJECT TITLE (Include Site)	SITE No.	FUNDING SOURCE(s)	YEAR(S) FUNDED	GROSS SQUARE FEET (GSF)	PRIOR APPROPRIATED STATE FUNDS*	ADDITIONAL APPROPRIATED STATE FUNDS REQUIRED*	AMOUNT OF OTHER FUNDS	TOTAL PROJECT COSTS	ON APPROVED SURVEY?**	ON APPROVED PPL?***	CURRENT STATUS (Select One from List)	ESTIMATED OR ACTUAL COMPLETION DATE
Vintage Farm Agricultural Sciences Classroom Building	5	PECO	2024-25	N/A	$4,929,497	$4,929,497		$9,858,994	YES	YES	Bid	1/6/2028
Citrus, Monument Road Sign	6	CIF	2023-24	N/A	$0	$298,000		$298,000	YES	YES	Bid	12/30/2027
Ocala, Building 1 2nd Floor ADA restroom Upgrades	1	State DM/CIF	2022-23	306	$0	$50,000		$50,000	YES	YES	Planning	6/30/2027
Ocala, Building 2 ADA Rest Room Addition	1	PECO	2023-24	2,500	$0	$1,200,000		$1,200,000	YES	YES	Planning	6/30/2028
Ocala, Building 2 IT Suite Carpet Ren. - 106	1	CIF	2025-26	1,247	$0	$10,000		$10,000	YES	YES	Planning	6/30/2027
Ocala, Building 2, Room 207 Office / Conference Remodel	1	CIF	2026-27	615	$0	$20,000		$20,000	YES	YES	Planning	6/30/2027
Ocala, Building 3 2nd Floor Restroom Ren.	1	CIF	2025-26	340	$0	$120,000		$120,000	YES	YES	Planning	6/30/2028
Ocala, Building 3 Lactation "Mothers" Room	1	CIF	2024-25	200	$0	$7,500		$7,500	YES	YES	Planning	6/30/2027
Ocala, Building 4 Stage Floor Replacement	1	CIF	2022-23	2,431	$0	$50,000		$50,000	YES	YES	Planning	6/30/2027
Ocala, Building 4 Ceramics Class Sink Ren.	1	CIF	2023-24	N/A	$0	$5,000		$5,000	YES	YES	Planning	6/30/2027
Ocala, Building 4 Auditorium Theatrical Lighting System Upgrade	1	CIF	2024-25	N/A	$0	$900,000		$900,000	YES	YES	Planning	6/30/2028
Ocala, Building 4, Black Box Upgrades - (Vestibule, Storage)	1	CIF	2025-26	500	$0	$100,000		$100,000	YES	YES	Planning	6/30/2027
Ocala, Building 4, Auditorium Second Floor Sprinkler System	1	CIF	2026-27	N/A	$0	$150,000		$150,000	YES	YES	Planning	6/30/2028
Ocala, Building 4, Loading Dock ADA Ramp	1	CIF	2026-27	N/A	$0	$150,000		$150,000	YES	YES	Planning	6/30/2028
Ocala, Building 5 Exterior Covered and Gated Golf Cart Storage Area	1	CIF	2023-24	N/A	$0	$10,000		$10,000	YES	YES	Planning	6/30/2027
Ocala, Building 5 Testing Area - Sound Remediation	1	CIF	2024-25	N/A	$0	$50,000		$50,000	YES	YES	Planning	6/30/2027
Ocala, Building 5 Testing Office - Add window panel to privacy wall	1	CIF	2024-25	N/A	$0	$1,700		$1,700	YES	YES	Planning	6/30/2027
Ocala, Building 7 Boiler Replacement	1	CIF	2025-26	N/A	$0	$15,000		$15,000	YES	YES	Planning	6/30/2026
Ocala, Building 7 Corridor Renovation - Carpet, Paint, and Lighting	1	CIF	2023-24	3,400	$0	$60,000		$60,000	YES	YES	Planning	6/30/2027
Ocala, Building 7 Roof Replacement and Repairs	1	CIF	2026-27	N/A	$0	$282,133		$282,133	YES	YES	Planning	6/30/2027
Ocala, Building 9 Roof Replacement and Repairs	1	CIF	2026-27	N/A	$0	$179,933		$179,933	YES	YES	Planning	6/30/2027
Ocala, Building 10 Plant Ops Break Room/Office Renovation	1	CIF	2023-24	2,109	$81,000	$50,000		$131,000	YES	YES	Planning	6/30/2027
Ocala, Building 10 Plant Operations, Relocate Data Closet	1	PECO	2025-26	200	$0	$60,000		$60,000	YES	YES	Planning	6/30/2026
Ocala, Building 12 Bob Zelinski Athletics Building Remodel	1	CIF	2024-25	6,642	$0	$3,609,918		$3,609,918	YES	YES	Planning	6/30/2027
Ocala, Building 18 ADA Parking Space and Sidewalk	1	State DM/CIF	2022-23	N/A	$0	$70,000		$70,000	YES	YES	Planning	12/30/2027
Ocala, Building 20-208 Computer Lab Remode	1	CIF	2023-24	1,045	$0	$40,000		$40,000	YES	YES	Planning	6/30/2027
Ocala, Building 20 Center for IT and Education Expansion	1	PECO	2024-25	31,071	$0	$5,737,038		$5,737,038	YES	YES	Planning	1/3/2028
Ocala, Building 20 Radiography Storage Room	1	CIF	2026-27	N/A	$0	$20,000		$20,000	YES	YES	Planning	6/30/2027
Ocala, Building 40 White Board Replacement	1	CIF	2025-26	N/A	$0	$22,500		$22,500	YES	YES	Planning	6/30/2027
Ocala, Building 40 Room 108 Klein Center Acoustical Panel Replacements	1	CIF	2025-26	N/A	$0	$75,000		$75,000	YES	YES	Planning	6/30/2027
Ocala, Building 42 Enterprise Center Ren.	1	CIF	2024-25	25,204	$0	$3,870,314		$3,870,314	YES	YES	Planning	6/30/2027
Ocala, Building 51 Chiller Pipe Coating	1	CIF	2025-26	N/A	$0	$35,000		$35,000	YES	YES	Planning	6/30/2027
Ocala, Building 51 Chiller Actuator Replacement	1	CIF	2025-26	N/A	$0	$7,000		$7,000	YES	YES	Planning	6/30/2027
Ocala, Public Safety Building 55 Addition & Remodel	1	CIF	2024-25	4,694	$0	$3,105,606		$3,105,606	YES	YES	Planning	6/30/2028
Ocala, Building 66 Softball Locker Room Upgrades	1	CIF	2022-23	2,064	$0	$100,000		$100,000	YES	YES	Planning	6/30/2027
Ocala, Baseball Scoreboard Structure	1	CIF	2022-23	N/A	$0	$60,000		$60,000	YES	YES	Planning	6/30/2027
Ocala, Elevator Modernization 2/3/4/20/40/42	1	CIF	2024-25	N/A	$0	$900,000		$900,000	YES	YES	Planning	6/30/2027
Ocala Elevator Comm. Upgrades (phones)	1	CIF	2025-26	N/A	$0	$10,000		$10,000	YES	YES	Planning	6/30/2027
Ocala, Exterior Furniture	1	CIF	2024-25	N/A	$0	$40,000		$40,000	YES	YES	Planning	6/30/2027

FLORIDA COLLEGE SYSTEM
CIP 1
CURRENT STATUS OF FUNDED & BUDGETED PROJECTS FOR YEAR 2026-27

CIP 1

COLLEGE: College of Central Florida

DATE: June 9th, 2026

PROJECT TITLE (Include Site)	SITE No.	FUNDING SOURCE(s)	YEAR(S) FUNDED	GROSS SQUARE FEET (GSF)	PRIOR APPROPRIATED STATE FUNDS*	ADDITIONAL APPROPRIATED STATE FUNDS REQUIRED*	AMOUNT OF OTHER FUNDS	TOTAL PROJECT COSTS	ON APPROVED SURVEY?**	ON APPROVED PPL?***	CURRENT STATUS (Select One from List)	ESTIMATED OR ACTUAL COMPLETION DATE
Ocala, Potable Water Valve Shut-off Replacements and Service	1	CIF	2026-27	N/A	$0	$125,000		$125,000	YES	YES	Planning	6/30/2027
Ocala, CW Drive Replacement	1	CIF	2025-26	N/A	$0	$30,000		$30,000	YES	YES	Planning	6/30/2027
Ocala, Add Water Filtration System to City Water Supply	1	CIF	2025-26	N/A	$0	$200,000		$200,000	YES	YES	Planning	6/30/2027
Ocala, Stucco Repairs & Painting	1	CIF	2026-27	N/A	$0	$50,000		$50,000	YES	YES	Planning	6/30/2027
Ocala, Campus Wide Road Repairs	1	CIF	2026-27	N/A	$0	$1,000,000		$1,000,000	YES	YES	Planning	6/30/2028
Levy, Welding Lab Landscaping/Hardscape	3	CIF	2023-24	N/A	$0	$7,000		$7,000	YES	YES	Planning	6/30/2027
Levy, Build structure over fuel tanks	3	CIF	2024-25	N/A	$0	$20,000		$20,000	YES	YES	Planning	6/30/2027
Levy, Welding Lab Update - Replace 3 Make up air fans	3	CIF	2023-24	N/A	$0	$13,500		$13,500	YES	YES	Planning	6/30/2027
Levy, Outdoor Call Box Installation	3	CIF	2026-27	N/A	$0	$16,000		$16,000	YES	YES	Planning	6/30/2027
Hampton, Add Water Filtration System to City Water Supply	4	CIF	2025-26	N/A	$0	$20,000		$20,000	YES	YES	Planning	6/30/2027
Hampton, Air Cooled Chiller #1 & #2 Replacement	4	CIF	2025-26	N/A	$0	$350,000		$350,000	YES	YES	Planning	6/30/2027
Hampton, VAV Box Replacement / HVAC Upgrades	4	CIF	2026-27	N/A	$0	$450,000		$450,000	YES	YES	Planning	6/30/2027
Vintage Farm, Horse Pasture - Teaching Shade Structure 24'x24'	5	Grant	2022-23	N/A	$0	$80,000		$80,000	YES	YES	Planning	6/30/2027
Vintage Farm, Horse Run-in (2)	5	Grant	2025-26	N/A	$0	$30,000		$30,000	YES	YES	Planning	6/30/2027
Vintage Farm, Fuel Tanks (Gas and Diesel)	5	CIF	2024-25	N/A	$0	$5,000		$5,000	YES	YES	Planning	6/30/2027
Vintage Farm, Exterior Furniture	5	CIF	2022-23	N/A	$0	$15,000		$15,000	YES	YES	Planning	6/30/2027
Vintage Farm, V1 Roof Replacement at House	5	CIF	2022-23	N/A	$0	$30,000		$30,000	YES	YES	Planning	6/30/2027
Vintage Farm, V2 Roof Replacement at Barn	5	CIF	2026-27	N/A	$0	$40,000		$40,000	YES	YES	Planning	6/30/2027
Vintage Farm, V3 Vet Clinic Building Renovation	5	CIF	2022-23	N/A	$0	$50,000		$50,000	YES	YES	Planning	6/30/2027
Vintage Farm, Portable Classroom at Vet Clinic	5	CIF	2024-25	N/A	$0	$298,000		$298,000	YES	YES	Planning	6/30/2027
Citrus, Parking Lot Light Photocell Upgrades	6	CIF	2023-24	N/A	$0	$50,000		$50,000	YES	YES	Planning	6/30/2027
Citrus, Demolish Barn near C1	6	CIF	2023-24	N/A	$0	$61,320		$61,320	YES	YES	Planning	6/30/2027
Citrus, Construct Metal Storage Building (1,500 GSF x $230/SF)	6	CIF	2023-24	N/A	$0	$345,000		$345,000	YES	YES	Planning	6/30/2027
Citrus, Construct Covered Walkway b/t Buildings C3 & C4	6	CIF	2025-26	N/A	$0	$65,000		$65,000	YES	YES	Planning	6/30/2027
Citrus, Gutter Replacement & Repairs	6	CIF	2025-26	N/A	$0	$12,000		$12,000	YES	YES	Planning	6/30/2027
Citrus, Classroom Flooring	6	CIF	2023-24	N/A	$0	$100,000		$100,000	YES	YES	Planning	6/30/2027
Citrus, Restroom Reno. (Wall & Floor tile/counters/sinks/toilets/fixtures/partitions)	6	CIF	2022-23	N/A	$0	$80,000		$80,000	YES	YES	Planning	6/30/2027
Citrus, Replace C1 Roof	6	CIF	2022-23	N/A	$0	$25,000		$25,000	YES	YES	Planning	6/30/2027
Citrus, Replace Classroom White Boards	6	CIF	2023-24	N/A	$0	$21,600		$21,600	YES	YES	Planning	6/30/2027
Citrus, Replace Classroom F/F (201, 202, 204, 206, 207)	6	CIF	2023-24	N/A	$0	$125,000		$125,000	YES	YES	Planning	6/30/2027
Citrus, Classroom/Lab Renovations (7,297 sf)	6	CIF	2023-24	N/A	$0	$95,000		$95,000	YES	YES	Planning	9/30/2027
Citrus, Health Science Renovations (Rooms 103, 104, 105, 106, 107)	6	CIF	2023-24	N/A	$0	$375,000		$375,000	YES	YES	Planning	9/30/2027
Classroom/Lab/Student Lounge Renovations (4,273 sf)	6	CIF	2023-24	N/A	$0	$60,000		$60,000	YES	YES	Planning	9/30/2027
Citrus, Exterior Furniture	6	CIF	2022-23	N/A	$0	$25,000		$25,000	YES	YES	Planning	6/30/2027
Citrus, C4 Elevator Modernization	6	CIF	2026-27	N/A	$0	$135,000		$135,000	YES	YES	Planning	6/30/2027
Property Acquisition and Development - Criminal Justice, EMS & Truck Driving	7	PECO	2024-25	N/A	$0	$8,939,220		$8,939,220	YES	YES	Planning	9/30/2027
AMA, Storage Room HVAC Work	10	Donor	2024-25	N/A	$0	$200,000		$200,000	YES	YES	Planning	9/30/2027
VAV Box Replacements - qty. (7)	10	PECO	2024-25	N/A	$0	$100,000		$100,000	YES	YES	Planning	6/30/2027
Add/Tie Into Fire Alarms at all Maint. Bldg.s	All	CIF	2025-26	N/A	$0	$150,000		$150,000	YES	YES	Planning	6/30/2027
Tree Maintenance	All	CIF	2025-26	N/A		$100,000		$100,000	YES	YES	Planning	6/30/2027
College Wide Access Controls - Add & Upgrade Ext./Int. Locks and Interior Door Licenses	All	CIF	2025-26	N/A	$0	$400,000		$400,000	YES	YES	Planning	6/30/2027
College Wide Security Systems - Upgrade & Add Access Controls	All	CIF	2025-26	N/A		$2,483,299		$2,483,299	YES	YES	Planning	6/30/2027
College Wide General Renovations	All	CIF	2025-26	N/A	$0	$300,000		$300,000	YES	YES	Planning	6/30/2027
College Wide Painting	All	CIF	2025-26	N/A	$0	$100,000		$100,000	YES	YES	Planning	6/30/2027
College Wide Sidewalk Repairs	All	CIF	2025-26	N/A	$0	$50,000		$50,000	YES	YES	Planning	6/30/2027

FLORIDA COLLEGE SYSTEM
CIP 1
CURRENT STATUS OF FUNDED & BUDGETED PROJECTS FOR YEAR 2026-27

CIP 1

COLLEGE: College of Central Florida

DATE: June 9th, 2026

PROJECT TITLE (Include Site)	SITE No.	FUNDING SOURCE(s)	YEAR(S) FUNDED	GROSS SQUARE FEET (GSF)	PRIOR APPROPRIATED STATE FUNDS*	ADDITIONAL APPROPRIATED STATE FUNDS REQUIRED*	AMOUNT OF OTHER FUNDS	TOTAL PROJECT COSTS	ON APPROVED SURVEY?**	ON APPROVED PPL?***	CURRENT STATUS (Select One from List)	ESTIMATED OR ACTUAL COMPLETION DATE
College Wide ADA Compliance	All	CIF	2025-26	N/A	$0	$50,000		$50,000	YES	YES	Planning	6/30/2027
College Wide Classroom Upgrades/Repairs	All	CIF	2025-26	N/A	$0	$150,000		$150,000	YES	YES	Planning	6/30/2027
College Wide Site Improvement	All	CIF	2025-26	N/A	$0	$200,000		$200,000	YES	YES	Planning	6/30/2027
College Wide Safety and Security	All	CIF	2025-26	N/A	$0	$200,000		$200,000	YES	YES	Planning	6/30/2027
College Wide HVAC Repairs	All	CIF	2025-26	N/A	$0	$150,000		$150,000	YES	YES	Planning	6/30/2027
College Wide Roof Repairs	All	CIF	2025-26	N/A	$0	$75,000		$75,000	YES	YES	Planning	6/30/2027
College Wide Signage	All	CIF	2025-26	N/A	$0	$75,000		$75,000	YES	YES	Planning	6/30/2027
College Wide Fire Alarm System Upgrades	All	CIF	2025-26	N/A	$0	$150,000		$150,000	YES	YES	Planning	6/30/2027
College Wide Grounds & Landscaping	All	CIF	2025-26	N/A	$0	$80,000		$80,000	YES	YES	Planning	6/30/2027
								$0				

Add lines as necessary.

NOTES:

*** Please include any outstanding Facility Enhancement Challenge Grant Projects that remain eligible for future funding and indicate how any state match funds will be used as a note. (Identify by adding FECGP in parentheses at the end of project name.)**

**** Projects using state funds and/or Capital Improvement Fees must be survey recommended (except for maintenance & repair projects).**

***** Projects using CO&DS funds must <u>also</u> be included on the constitutionally-required Project Priority List (PPL).**

Capital Improvement Program

Project Summary (CIP-2)



FLORIDA COLLEGE SYSTEM
CIP 2 SUMMARY
CAPITAL IMPROVEMENT PLAN AND LEGISLATIVE BUDGET REQUEST
2027-28 through 2029-30

CIP 2

COLLEGE: College of Central Florida

MAINTENANCE, REPAIR & RENOVATION PROJECTS

PRIORITY #	INITIAL REQUEST YEAR	PROJECT TYPE	PROJECT TITLE (include Site)	SITE No.	2027-28	2028-29	2029-30	THREE YEAR TOTAL	TOTAL PRIOR APPROP	LOCAL FUNDS	TOTAL PROJECT COST*	ON APPROVED SURVEY?
4	2024	Renovation	Building 42 Enterprise Center Renovation	1	$4,389,786			**$4,389,786**			$4,389,786	YES
7	2016	Renovation	College Wide Security Systems (Ocala, Hampton Vintage Farm, Citrus, Levy, AMA)	All	$2,483,299			**$2,483,299**			$2,483,299	YES
8	2024	Renovation	College Wide Building System Renovation/Remodel	All	$30,941,268			**$30,941,268**			$30,941,268	YES
9	2024	Renovation	College Wide Central Utility Systems	All	$3,258,428			**$3,258,428**			$3,258,428	YES
10	2024	Renovation	College Wide Building Systems	All	$2,174,366			**$2,174,366**			$2,174,366	YES
11	2024	Renovation	College Wide Campus Systems	All	$1,229,320			**$1,229,320**			$1,229,320	YES
12	2024	Renovation	College Wide Life Safety	All	$2,973,238			**$2,973,238**			$2,973,238	YES

***Total Project Cost includes funding from all sources**

TOTAL MAINTENANCE, REPAIR & RENOVATION PROJECTS **$ 47,449,705 $ - $ - $ 47,449,705**

REMODELING, NEW CONSTRUCTION, REPLACEMENT & ACQUISITION PROJECTS

PRIORITY #	INITIAL REQUEST YEAR	PROJECT TYPE	PROJECT TITLE (include Site)	SITE No.	2027-28	2028-29	2029-30	THREE YEAR TOTAL	TOTAL PRIOR APPROP	LOCAL FUNDS	TOTAL PROJECT COST*	ON APPROVED SURVEY?
1	2024	New Const	Agricultural Sciences Classroom Building	5	$4,929,497			**$4,929,497**	$4,929,497	$0	**$9,858,994**	YES
2	2023	New Const	Property Acquisition and Development - Criminal Justice, EMS & Truck Driving	7	$8,939,220			**$8,939,220**			**$8,939,220**	YES
3	2024	Remodel	Bob Zelinski Athletic Building Remodel	1	$3,626,216			**$3,626,216**			**$3,626,216**	YES
5	2024	Remodel	Building 20 Center for Workforce Development	1	$5,761,655			**$5,761,655**			**$5,761,655**	YES
6	2024	New Const	Public Safety Building 55 Addition and Remodel	1	$3,105,606			**$3,105,606**			**$3,105,606**	YES

***Total Project Cost includes funding from all sources**

TOTAL REMODELING, NEW CONSTRUCTION, REPLACEMENT & ACQUISITION PROJECTS **$ 26,362,194 $ - $ - $ 26,362,194**

GRAND TOTAL OF ALL PROJECTS **$ 73,811,899 $ - $ - $ 73,811,899**

Capital Improvement Program

Project Explanation (CIP-3)

FLORIDA COLLEGE SYSTEM
CIP 3A CAPITAL PROJECT EXPLANATION
2027-28 through 2029-30

CIP 3A

College Name	College of Central Florida
Project Title	Vintage Farm Agricultural Sciences Building
Budget Entity Priority	1
Statutory Authority	Sec. 1013.64(4)(a)

Type of Project	**Renovation**	**Remodel**	**New Construction**	**Acquisition**
			X	

GEOGRAPHIC LOCATION

Official College Site Number	**Site Street Address**	**City**	**County**
5	4020 SE 3rd Avenue	Ocala	Marion

PROJECT NARRATIVE: SURVEY RECOMMENDATIONS, JUSTIFICATION, & EXPLANATION OF EXTRAORDINARY COSTS (IF APPLICABLE)

The Project Narrative and ROI for program information. The Extraordinary Construction Cost Worksheet contains a breakdown of the site preparation, and improvements that need to be made in order to construct this structure. A lift station must be added along with other required infrastructure that will serve this building as well as existing and future structures. These include but are not limited to water for building services and fire sprinkler, HVAC systems, Electrical Service, Access Controls, Telecommunications, roadways and walkways.

RESERVE ESCROW 0.5% (per s. 1001.03(18)(c), F.S.)

Building value: $8,099,740

Source of valuation for remodel or renovation: Subtotal Construction Cost
1st year escrow deposit amount: $40,499
Escrow funding source: Fund 1

Comments:

Initial Year Requested: **Has this project ever been vetoed? If so, list year(s):**

List All Proposed Sources of Funding:
PECO State Funding

Projected Bid Date/Start of Construction (Month, Year): July 2027
Projected Occupancy Date (Month, Year): July 2028

Funding Educational Specifications Section (must be completed for all first-year priority construction)

Date of Survey	**Survey Recommendation No.**	**Space Category**	**Survey Recommended Total NSF**	**NSF Used**	**Student Stations Used**
May 2017	5.003				
May 2017	5.008				
May 2017	5.012	Classroom	900	900	30
May 2017	5.012	Voc. Lab	1,920	1,920	15
May 2017	5.012	Support Services	900	900	
May 2017	5.012	Office	200	200	
May 2017	5.012	Voc. Lab	1,920	1,920	

CIP 3B COST WORKSHEET

CIP 3B

College of Central Florida — **Vintage Farm Agricultural Sciences Building**

BUILDING SPACE DESCRIPTION

NEW CONSTRUCTION CATEGORY	NSF	GSF	$/GSF	Local Factor	Const. Cost
Classroom	900	1,278	$ 449.32	1.00	$ 574,231
Teaching Lab	1,920	2,727	$ 470.94	1.00	$ 1,284,253
Library		0	$ 396.25	1.00	$ -
Vocational Lab	3,840	5,454	$ 470.94	1.00	$ 2,568,507
Office	200	284	$ 482.72	1.00	$ 137,092
Auditorium - Exhibit		0	$ 504.53	1.00	$ -
Instructional Media		0	$ 328.58	1.00	$ -
Gymnasium		0	$ 353.15	1.00	$ -
Student Service	500	710	$ 480.92	1.00	$ 341,453
Support Service	1,250	1,776	$ 328.58	1.00	$ 583,558
TOTAL	8,610	12,229	*Wt. Avg.446.72*		
				New Construction Cost	**$ 5,489,095**

REMODELING/RENOVATION*	NSF*	GSF*	$/GSF*	Local Factor	Const. Cost
				1.00	$ -
				1.00	$ -
TOTAL	0	0			
				Remodeling/Renovation Cost*	**$ -**

***Note: Remodeling should not exceed 65% of New Construction Cost. Renovation should not exceed 30% of New Construction Cost. Also, DO NOT use the New Construction square footage net to gross ratio for Remodeling projects. Calculate your existing N:G ratio using the actual building net and gross sf numbers. Renovation projects use net square feet only.**

Base Construction for New & Rem/Ren	$	5,489,095
Site development/improvement** (2.6%)		
Total Base Construction Costs	**$**	**5,489,095**

****Note: If 2.6% is used for basic site dev/imp, do not request additional extraordinary construction costs for sitework below.**

PROJECT COMPONENT COSTS & PROJECTIONS

			Costs Incurred to date	2027-28	2028-29	2029-30	TOTAL
1. CONSTRUCTION COSTS							
	a.	Total Base Construction Cost (from above)		$5,489,095			$5,489,095
Additional Extraordinary Construction Costs							
	b.	Environmental Impacts/Mitigation					$0
	c.	Site preparation		$100,000			$100,000
	d.	Landscape/Irrigation		$60,000			$60,000
	e.	Plaza/Walks		$350,000			$350,000
	f.	Roadway improvements		$500,000			$500,000
	g.	Parking spaces:		$280,000			$280,000
	h.	Telecommunication		$25,000			$25,000
	i.	Electrical service		$60,885			$60,885
	j.	Water distribution		$105,875			$105,875
	k.	Sanitary sewer system		$500,000			$500,000
	l.	Chilled water system		$400,000			$400,000
	m.	Storm water system		$160,000			$160,000
	n.	Energy efficient equipment					$0
	o.	Other: access control system		$68,885			$68,885
		Subtotal: CONSTRUCTION COSTS	$0	$8,099,740	$0	$0	$8,099,740
2. OTHER PROJECT COSTS							
	a.	Land/existing facility acquisition***					$0
	b.	Professional Fees					
		1) Planning/programming (1%)		$54,891			$54,891
		2) A/E fees (7.8%)		$428,149			$428,149
		3) Inspection Services*** (sugg. 0.5%)		$27,445			$27,445
		4) On-site representation (1.3%)		$71,358			$71,358
		5) Other prof. services*** (sugg. 0.5%)		$27,445			$27,445
	c.	Testing/surveys (2.2%)		$120,760			$120,760
	d.	Permit/Environmental Fees***		$41,168			$41,168
	e.	Miscellaneous cost*** (sugg. 1-3%)		$54,891			$54,891
	f.	Movable equipment/furnishings (10.2%)		$933,146			$933,146
*** As needed		Subtotal: OTHER PROJECT COSTS	$0	$1,759,255	$0	$0	$1,759,255
		TOTAL PROJECT COST	**$0**	**$9,858,995**	**$0**	**$0**	**$9,858,995**

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
PECO	25-26	$ 4,929,497				27-28	$ 4,929,497	*(number below*
								should equal
								Total Project Cost)
		$ 4,929,497			**$ -**		**$ 4,929,497**	**$ 9,858,994**

Extraordinary Construction Costs					
	b.	Environmental Impacts/Mitigation			
	c.	Site preparation	Removal and disposition of 12,229 sf of ground, and regrade for building site work.	$	100,000.00
	d.	Landscape/Irrigation	Irrigation materials, supplies, labor to tie into irrigation main = $30,000.00 Landscaping materials, plants, trees, labor to install = $30,000.00	$	60,000.00
	e.	Plaza/Walks	Student seating plazas and 100 lf x 5' walkways connecting the new facility to parking lot.	$	350,000.00
	f.	Roadway improvements	Curbing, asphalt road.	$	500,000.00
	g.	Parking spaces:	Construction of up to 100 parking spaces with required site lighting. (15 LED Fixtures w/ 35' concrete poles)	$	280,000.00
	h.	Telecommunication	Run 425 lf of underground fiberoptic communication cable.	$	25,000.00
	i.	Electrical service	Tie into electircal loop and provide above ground vaults as required.	$	60,885.00
	j.	Water distribution	Tie into 8" water main and BFP to support the new buildng fire sprinkler system.	$	105,875.00
	k.	Sanitary sewer system	Add new lift station to accommodate this and future buildings.	$	500,000.00
	l.	HVAC system	HVAC system with associated pumps, AHU and associated controls, electrical service, to support the new facility.	$	400,000.00
	m.	Storm water system	Construction of drainage retention pond with related inlets and piping to support the building, parking lot, and walkway construction.	$	160,000.00
	n.	Energy efficient equipment			
	o.	Other: access control system	access control system	$	68,885.00

$ 2,610,645.00

FLORIDA COLLEGE SYSTEM – **COLLEGE OF CENTRAL FLORIDA**

CIP-3 PROJECT NARRATIVE: (PURPOSE, NEED, SCOPE, PROGRAM, FACILITIES AND EDUCATIONAL PLANT SURVEY RECOMMENDATIONS)

2027-28 THROUGH 2031-32

Project: Vintage Farm Agricultural Sciences Classroom Building

This project includes the construction of a new 12,229 GSF Agricultural Sciences Classroom Building on the colleges Vintage Farm Campus in Ocala, Florida. The building will house our existing Agribusiness Management and Equine Studies Program, allow for program expansion of both those programs as well as the development of a new Agricultural Technology Associate of Science degree.

The additional classroom and indoor/outdoor space will help establish CF's Vintage Farm campus and related academic programs as the statewide hub for workforce training of applied agricultural sciences. The agricultural and equine workforce just in this region critically needs a talent pipeline who are trained in cutting edge practices to ensure the workforce education in these fields are number one in the nation. This requires students to be educated in fields of entrepreneurship, business management, BMPs (such as sustainability and water-conversation), automation and other agricultural technology, soil science, luxury equine horse handling, equine-specific business practices and the latest in equine therapeutics.

UF IFAS estimates 37,501 jobs in Marion County are agricultural and related industries (representing 25% of all jobs in Marion County). In Levy County this number is 4,843 (representing 33% of all total jobs). USDA Census of agriculture documents that there are 3,329 farms located in Marion County whose products sold had a market value of $220,578.000 in 2022. Horse Farms Forever's research in partnership with the Florida Thoroughbreds Breeders Owner's Association (FTBOA) shows there are 80,000 horses residing in Marion County and the horse industry provides over 21,961 jobs in Marion County. The economic impact of the horse industry in Ocala/Marion is estimated to be over $2.3 billion.

Enrollment at the site is currently being limited due to maximum usage of the room during the hours students are available. Most students work in the early hours of the morning either in agriculture or in equine industries and it's important to make sure they can continue their education while simultaneously working in the industries where they are needed. This requires that we focus instruction and lab hours in the early afternoons through evenings. The current Vintage Farm Campus only has one classroom, which the college added to the existing barn structure. A classroom structure with added classroom and lab space would allow us to increase enrollment by fifty-percent in these programs. Along with traditional lecture space, this building will include a large lab space with roll-top doors that can be opened to create an open-air lab. This provides opportunity to expand our program to agricultural technology (including servicing of agricultural equipment and sustainable agriculture technologies). This building would also provide space for a covered training lab for equine studies to safely conduct their program.

Survey Recommendations:

5.003 Construct completion of center-wide irrigation system to include installation of pumping stations, irrigation lines and automation of all valves.

5.008 Construct a new building.

5.012 New Construction: Adding Classrooms (30 SS), (900 NSF), (1278 GSF); Vocational Labs (15 SS), (1920 NSF), Mechanical / Sanitation (700 NSF), Office (200 NSF), Circulation (200 NSF).

Higher Educational Facilities
Return on Investment

Institution: College of Central Florida
Project: Vintage Farm Agricultural Sciences Classroom Building
Total Funding: $9,858,994
Previous Funding (State and Local): Yes (State)
Workforce Project (Yes or No): Yes
Contact Person (Name, Position, Phone No.): Dr. Jennifer Fryns, Vice President, Workforce Development and Innovation 352-854-2322 ext. 1728

Check any box(es) that apply and provide a quantitative explanation. Identify the term or years in which ROI information is projected.

1. ☒ Number of Additional Degrees and Certificates Produced and How Those Degrees are Meeting the Needs of our State (Job Openings, Average Wages of those Job Openings, etc.)

   Explanation: Allows for new Associate of Science Degree in Agricultural Technology and expansion of current Associate of Science in Agribusiness and Equine Studies programs. By end of year 2: 12 new completers for Agricultural Technology and additional 12 completers each in Agribusiness and Equine Studies. Openings and Wages for Agribusiness listed on Master Credential List as $88,820 annual LMEC Mean Wage. Equine Studies listed on Master Credential List as $37,250 annual LMEC Mean Wage.

2. ☒ Number of Additional Students Served and the Benefits/Efficiencies Created (increase graduation rate, alleviate waitlist, increase academic support, etc.)

   Explanation: Currently only one classroom available on this campus plus limited lab use. Lab setting must be kept in small groups due to work with animals and produce requiring hands-on experiences, close up examination and enhanced safety protocols. Additional classrooms will allow more sections to be scheduled, leading to potentially faster completion of degrees and an additional 36 students enrollment each year.

3. ☐ Amount of Additional Research Funding to be Obtained; Patents Awarded

   Explanation:

4. ☒ Project is in an Area of Strategic Emphasis as Determined by the Board of Governors' Gap Analysis or the Department of Economic Opportunity's National Occupational Forecast

   Explanation: Agribusiness Management is on the 24-25 Master Credential List (REACH ACT) and the RDOL.

5. ☒ Increase Business Partnerships Which Will Lead to Guaranteed Internships and Jobs for Students

   Explanation: CF has a current partnership with Embry-Riddle, St. Johns' River Water Management and Florida Farm Bureau to highlight agricultural careers, water management practices and agricultural technology advancements. College staff is currently pursuing additional partnerships with John Deere, UF IFAS and has applied for the USDA non-land grant designation in order to boost program visibility and job placements for students. CF Vintage Farm campus is currently limited in hosting non-instructional activities (such as recruitment activities) due to limited classroom space. Additional space will support these partnerships.

6. ☒ Project Improves the Use, either Operationally or Academically, of Existing Space

   Explanation: CF Vintage Farm was gifted to College of Central Florida and needs dedicated lecture classroom space added and some indoor/outdoor lab space (covered with electricity) to improve its function as an education campus.

7. ☒ Contribution of Local Funds Through Matching Grants, Property Donations, etc.

   Explanation: This property was donated to the College in December, 2016 by a local donor who saw the potential for growth of our equine and agribusiness programs to serve the community. We have outgrown the current spaces and need to add GSF in order to grow our in-demand programs.

8. ☐ Reduces Future Deferred Maintenance Cost and Extends the Life of the Facility by Bringing the Project up to Existing Standards (cost-benefit analysis of renovation or new facility vs. maintenance)

   Explanation:

9. ☒ Projected Facility Utilization Rate

   Explanation: Along with traditional lecture space, this building will include a large lab space with roll-top doors that can be opened to create an open-air lab. This provides opportunity to expand our program to agricultural technology (including servicing of agricultural equipment and sustainable agriculture technologies). This building would also provide space for a covered training lab for equine studies to safely conduct their program.

10. ☒ Current/Projected Campus Utilization Rate

    Explanation: A classroom structure with added classroom and lab space would allow us to increase enrollment by fifty-percent in both our Equine Science and Agribusiness programs.

Other Pertinent Information not included above:

FLORIDA COLLEGE SYSTEM

CIP 3A CAPITAL PROJECT EXPLANATION

2027-28 through 2029-30

CIP 3A

College Name	College of Central Florida
Project Title	Property Acquisition and Development - Criminal Justice, EMS & Truck Driving
Budget Entity Priority	2
Statutory Authority	Sec. 1013.64(4)(a)

Type of Project	**Renovation**	**Remodel**	**New Construction**	**Acquisition**
			X	**X**

GEOGRAPHIC LOCATION

Official College Site Number	**Site Street Address**	**City**	**County**
7	TBD	Ocala	Marion

PROJECT NARRATIVE: SURVEY RECOMMENDATIONS, JUSTIFICATION, & EXPLANATION OF EXTRAORDINARY COSTS (IF APPLICABLE)

The College intends to purchase approximately 10 acres of property in Ocala, Marion County, to house a Criminal Justice Training Site and Truck Driving Pad. We will request to transfer our Site 7 designation from the airport location once the new site is acquired.
The Law Enforcement/Corrections program includes a classroom (525 SF), an office (100 SF), a Defensive Tactics (D-TAC) space with storage and lockers (2,898 SF), toilet areas (1,400 SF), and support service spaces (800 SF). This program totals 4,523 NSF and 6,424 GSF. We also intend to construct a dedicated 300'x600' concrete driving pad for our Criminal Justice program. In the future we plan to add training buildings as well.
This site would include a dedicated 300'x600' concrete driving pad for Truck Driving. Truck driving requires a dedicated 300'x600' driving pad, as well as, a classroom (525 SF), offices (200 SF) and access to restrooms. This adds a minimum 725 NSF to the request,
The building will be 7,453 GSF with two concrete driving pads totaling 360,000 GSF.

RESERVE ESCROW 0.5% (per s. 1001.03(18)(c), F.S.)

Building value: $3,605,997

Source of valuation for remodel or renovation: Subtotal Construction Cost
1st year escrow deposit amount: $18,030
Escrow funding source: Fund 1

Comments:

Initial Year Requested: **Has this project ever been vetoed? If so, list year(s):**

List All Proposed Sources of Funding:
PECO State Funding

Projected Bid Date/Start of Construction (Month, Year): February, 2027
Projected Occupancy Date (Month, Year): January, 2028

Funding Educational Specifications Section (must be completed for all first-year priority construction)

Date of Survey	**Survey Recommendation No.**	**Space Category**	**Survey Recommended Total NSF**	**NSF Used**	**Student Stations Used**
June 2022	1.003				
June 2022	1.014				
June 2022	7.001				
June 2022	7.002				
June 2022	7.003				
June 2022	7.004				
June 2022	7.005	Voc. Lab			

CIP 3B COST WORKSHEET

College of Central Florida

Property Acquisition and Development - Criminal Justice, EMS & Truck Driving

CIP 3B

BUILDING SPACE DESCRIPTION

NEW CONSTRUCTION CATEGORY	NSF	GSF	$/GSF	Local Factor	Const. Cost
Classroom	1,050	1,491	$ 485.83	0.99	$ 717,129
Teaching Lab		0	$ 536.71	0.99	$ -
Library		0	$ 424.31	0.99	$ -
Vocational Lab	2,898	4,116	$ 536.71	0.99	$ 2,187,007
Office	300	426	$ 491.37	0.99	$ 207,230
Auditorium - Exhibit		0	$ 540.26	0.99	$ -
Instructional Media		0	$ 350.58	0.99	$ -
Gymnasium		0	$ 378.15	0.99	$ -
Student Service		0	$ 514.98	0.99	$ -
Support Service	1,000	1,420	$ 351.85	0.99	$ 494,631
TOTAL	5,248	7,453	*Wt. Avg. 481.66*		
				New Construction Cost	**$ 3,605,997**

REMODELING/RENOVATION*	NSF*	GSF*	$/GSF*	Local Factor	Const. Cost
				0.99	$ -
				0.99	$ -
TOTAL	0	0			
				Remodeling/Renovation Cost*	**$ -**

***Note: Remodeling should not exceed 65% of New Construction Cost. Renovation should not exceed 30% of New Construction Cost. Also, DO NOT use the New Construction square footage net to gross ratio for Remodeling projects. Calculate your existing N:G ratio using the actual building net and gross sf numbers. Renovation projects use net square feet only.**

Base Construction for New & Rem/Ren	$	3,605,997
Site development/improvement** (2.6%)		
Total Base Construction Costs	**$**	**3,605,997**

****Note: If 2.6% is used for basic site dev/imp, do not request additional extraordinary construction costs for sitework below.**

PROJECT COMPONENT COSTS & PROJECTIONS

			Costs Incurred to date	2027-28	2028-29	2029-30	TOTAL
1. CONSTRUCTION COSTS							
	a.	Total Base Construction Cost (from above)		$3,605,997			$3,605,997
Additional Extraordinary Construction Costs							
	b.	Environmental Impacts/Mitigation					$0
	c.	Site preparation		$150,000			$150,000
	d.	Landscape/Irrigation		$80,000			$80,000
	e.	Plaza/Walks		$2,100,000			$2,100,000
	f.	Roadway improvements		$900,000			$900,000
	g.	Parking spaces:		$350,000			$350,000
	h.	Telecommunication		$50,000			$50,000
	i.	Electrical service		$100,000			$100,000
	j.	Water distribution		$150,000			$150,000
	k.	Sanitary sewer system		$150,000			$150,000
	l.	Chilled water system		$800,000			$800,000
	m.	Storm water system		$200,000			$200,000
	n.	Energy efficient equipment					$0
	o.	Other: access control system		$68,885			$68,885
		Subtotal: CONSTRUCTION COSTS	$0	$8,704,882	$0	$0	$8,704,882
2. OTHER PROJECT COSTS							
	a.	Land/existing facility acquisition***					$0
	b.	Professional Fees					
		1) Planning/programming (1%)		$36,060			$36,060
		2) A/E fees (7.8%)		$281,268			$281,268
		3) Inspection Services*** (sugg. 0.5%)		$18,030			$18,030
		4) On-site representation (1.3%)		$46,878			$46,878
		5) Other prof. services*** (sugg. 0.5%)		$18,030			$18,030
	c.	Testing/surveys (2.2%)		$79,332			$79,332
	d.	Permit/Environmental Fees***		$27,045			$27,045
	e.	Miscellaneous cost*** (sugg. 1-3%)		$36,060			$36,060
	f.	Movable equipment/furnishings (10.2%)		$613,020			$613,020
*** As needed		Subtotal: OTHER PROJECT COSTS	$0	$1,155,722	$0	$0	$1,155,722
		TOTAL PROJECT COST	**$0**	**$9,860,604**	**$0**	**$0**	**$9,860,604**

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
						27-28	$ 9,860,604	*(number below*
								should equal
								Total Project Cost)
		$ -			**$ -**		**$ 9,860,604**	**$ 9,860,604**

Extraordinary Construction Costs					
	b.	Environmental Impacts/Mitigation			
	c.	Site preparation	Removal and disposition of 360,000 sf of ground, and regrade for building site work.	$	150,000.00
	d.	Landscape/Irrigation	Irrigation materials, supplies, labor to install irrigation main = $30,850.00 Landscaping materials, plants, trees, labor to install = $35,000.00	$	80,000.00
	e.	Plaza/Walks	Student seating plazas and 100 lf x 5' walkways connecting the new facility to parking lot. 2 300'x600' Concrete driving pads for Criminal Justice and Truck Driving = $1,600,000.	$	2,100,000.00
	f.	Roadway improvements	Curbing, asphalt road.	$	900,000.00
	g.	Parking spaces:	Construction of up to 100 parking spaces with required site lighting. (15 LED Fixtures w/ 35' concrete poles)	$	350,000.00
	h.	Telecommunication	Run 425 lf of underground fiberoptic communication cable.	$	50,000.00
	i.	Electrical service	Tie into electircal loop and provide above ground vaults as required.	$	100,000.00
	j.	Water distribution	Tie into 8" water main and BFP to support the new buildng fire sprinkler system.	$	150,000.00
	k.	Sanitary sewer system	Tie into 10" PVC piping system, and required man holes per new system design.	$	150,000.00
	l.	HVAC system	HVAC system with associated pumps, AHU and associated controls, electrical service, to support the new facility.	$	800,000.00
	m.	Storm water system	Construction of drainage retention pond with related inlets and piping to support the building, parking lot, and walkway construction.	$	200,000.00
	n.	Energy efficient equipment			
	o.	Other:	access control system	$	68,885.00

$ 5,098,885.00

FLORIDA COLLEGE SYSTEM – **COLLEGE OF CENTRAL FLORIDA**

CIP-3 PROJECT NARRATIVE: (PURPOSE, NEED, SCOPE, PROGRAM, FACILITIES AND EDUCATIONAL PLANT SURVEY RECOMMENDATIONS)

2027-28 THROUGH 2031-32

Project: Property Acquisition and Development – Criminal Justice, EMS & Truck Driving

The College intends to purchase approximately 10 acres of property in Ocala, Marion County, to house a Criminal Justice Training Site and Truck Driving Pad. We will request to transfer our Site 7 designation from the airport location once the new site is acquired.

The Law Enforcement/Corrections program includes a classroom (525 SF), an office (100 SF), a Defensive Tactics (D-TAC) space with storage and lockers (2,898 SF), toilet areas (1,400 SF), and support service spaces (800 SF). This program totals 4,523 NSF and 6,424 GSF. We also intend to construct a dedicated 300'x600' concrete driving pad for our Criminal Justice program. In the future we plan to add training buildings as well.

This site would include a dedicated 300'x600' concrete driving pad for Truck Driving. Truck driving requires a dedicated 300'x600' driving pad, as well as, a classroom (525 SF), offices (200 SF) and access to restrooms. This adds a minimum 725 NSF to the request.

The building will be 7,453 GSF with two concrete driving pads totaling 360,000 GSF.

Our local agency heads are asking the county commission and city council for more officers/deputies respectively. They are aggressively recruiting out of state officers which requires an equivalency of training certification course. We are ready to offer this program, but cannot due to the limited resources. These officers are attending this training at other facilities. We have a growing responsibility for the training of those new recruits as well as ongoing training for a growing number of law enforcement and corrections personnel. We would like the Criminal Justice Institute to be "the" destination for training in our area.

Survey Recommendations:

1.003 Construct 1000 vehicle parking spaces with; hard surface, positive drainage, curbing, illumination, and xeriscape landscaping.

1.014 Acquire parcels of land, with improvements, adjacent and near adjacent to Ocala Campus approximately thirty-five (35) acres.

7.001 Acquire parcels of land, with improvements, adjacent and near adjacent to Airport /Corrections center approximately thirty-five (35) acres.

7.002 Develop newly acquired property; approximately thirty- five (35) adjacent and near adjacent acres to be purchased with all necessary improvements to include utilities, roads, and water management.

7.003 Construct completion center-wide infrastructure to include; electrical distribution, domestic and fire water service, telecommunications and systems for wireless communications, related equipment, electronic reader display, and security systems including security lighting

7.004 Construct completion of center-wide irrigation system to include; installation of pumping stations, irrigation lines and automation of all valves

7.005 Construct professional skid pad for Law Enforcement Driving skills including wet pad areas simulation. GSF to be determined by programs certification needs

7.007 Construct indoor firing range in association with the Law Enforcement/Corrections programs to include; range (4,800 NSF), student shower, locker, and toilet areas (1,400 NSF), related instruction classroom (525 NSF) and arms storage (500 NSF); (7,225 NSF, 10,262 GSF). Note SF developed from SREF Standards.

Higher Educational Facilities
Return on Investment

Institution: College of Central Florida
Project: Property Acquisition & Development – Criminal Justice, EMS & Truck Driving
Total Funding: $8,939,220
Previous Funding (State and Local): No
Workforce Project (Yes or No): Yes
Contact Person (Name, Position, Phone No.): Dr. Charles Eades, Dean, Criminal Justice and Teacher Education, 352-854-2322, ext. 1360

Check any box(es) that apply and provide a quantitative explanation. Identify the term or years in which ROI information is projected.

1. ☒ Number of Additional Degrees and Certificates Produced and How Those Degrees are Meeting the Needs of our State (Job Openings, Average Wages of those Job Openings, etc.)

   Explanation: Florida is seeing a drastic increase in job openings due to retirements and exponential growth. There are many immediate job openings for corrections and law enforcement locally with an average starting salary of $50,000. The A.S. Degree program is housed in this building and would also benefit in the same ways to produce more degrees. The degree proves to be useful in areas of law enforcement and corrections other than being officers or detention deputies. The benefit of investment in a new facility would be seen almost immediately.

2. ☐ Number of Additional Students Served and the Benefits/Efficiencies Created (increase graduation rate, alleviate waitlist, increase academic support, etc.)

   Explanation:

3. ☐ Amount of Additional Research Funding to be Obtained; Patents Awarded

   Explanation:

4. ☒ Project is in an Area of Strategic Emphasis as Determined by the Board of Governors' Gap Analysis or the Department of Economic Opportunity's National Occupational Forecast

   Explanation: The Department of Economic Opportunity's National Occupational Forecast sees a nearly 9% growth in the need for protective service occupations. This does not take into account the population increases we are experiencing locally and the increasing need for local law enforcement/corrections personnel. Governor DeSantis has announced several initiatives that will have those pursuing careers to seriously consider a protective service occupation. We recently partnered with Florida Department of

Corrections to host multiple Corrections Officer cohorts with other cohorts to follow.

5. ☐ Increase Business Partnerships Which Will Lead to Guaranteed Internships and Jobs for Students
   Explanation:

6. ☐ Project Improves the Use, either Operationally or Academically, of Existing Space
   Explanation:

7. ☐ Contribution of Local Funds Through Matching Grants, Property Donations, etc.
   Explanation:

8. ☒ Reduces Future Deferred Maintenance Cost and Extends the Life of the Facility by Bringing the Project up to Existing Standards (cost-benefit analysis of renovation or new facility vs. maintenance)
   Explanation: Removes expenses we currently have to maintain current construction trailer which is in terrible condition.

9. ☒ Projected Facility Utilization Rate
   Explanation: Considering the current state of law enforcement around the country, many officers are finding Florida a more attractive place to work in the field. Governor DeSantis is offering many incentives for relocation. A newer/larger space would allow us to not only provide a quality recruit experience, but also an increased footprint in the area of advanced and specialized training. We currently have to cap cohorts due classroom sizes.

10. ☐ Current/Projected Campus Utilization Rate
    Explanation:

Other Pertinent Information not included above:

FLORIDA COLLEGE SYSTEM
CIP 3A CAPITAL PROJECT EXPLANATION
2027-28 through 2029-30

CIP 3A

College Name	College of Central Florida
Project Title	Bob Zelinski Athletics Building Remodel
Budget Entity Priority	3
Statutory Authority	Sec. 1013.64(4)(a)

Type of Project	**Renovation**	**Remodel**	**New Construction**	**Acquisition**
		X	**X**	

GEOGRAPHIC LOCATION

Official College Site Number	**Site Street Address**	**City**	**County**
1	3001 SW College Road	Ocala	Marion

PROJECT NARRATIVE: SURVEY RECOMMENDATIONS, JUSTIFICATION, & EXPLANATION OF EXTRAORDINARY COSTS (IF APPLICABLE)

Refer to the Project Narrative and ROI for program information. The Extraordinary Construction Cost Worksheet contains a breakdown of costs associated with the new construction of a 24'x24' outdoor covered training space, as well as, tie-ins to existing infrastructure, updating of equipment, and the addition of access controls for security purposes.

RESERVE ESCROW 0.5% (per s. 1001.03(18)(c), F.S.)

Building value: $2,174,340

Source of valuation for remodel or renovation: Subtotal Construction Cost
1st year escrow deposit amount: $10,872
Escrow funding source: Fund 1

Comments:

Initial Year Requested: 2024 **Has this project ever been vetoed? If so, list year(s):**

List All Proposed Sources of Funding:
PECO State Funding

Projected Bid Date/Start of Construction (Month, Year): February, 2028
Projected Occupancy Date (Month, Year): January, 2029

Funding Educational Specifications Section (must be completed for all first-year priority construction)

Date of Survey	**Survey Recommendation No.**	**Space Category**	**Survey Recommended Total NSF**	**NSF Used**	**Student Stations Used**
June 2022	1.049		4,100	4,100	0
June 2022	1.06				0
2024 Spot Survey	1.108				0
			Total NSF Used	**0**	

CIP 3B COST WORKSHEET

CIP 3B

College of Central Florida — **Bob Zelinski Athletics Building Remodel**

BUILDING SPACE DESCRIPTION

NEW CONSTRUCTION CATEGORY	NSF	GSF	$/GSF	Local Factor	Const. Cost
Classroom		0	$ 485.83	0.99	$ -
Teaching Lab		0	$ 536.71	0.99	$ -
Library		0	$ 424.31	0.99	$ -
Vocational Lab		0	$ 536.71	0.99	$ -
Office		0	$ 491.37	0.99	$ -
Auditorium - Exhibit		0	$ 540.26	0.99	$ -
Instructional Media		0	$ 350.58	0.99	$ -
Gymnasium	576	818	$ 378.15	0.99	$ 306,233
Student Service		0	$ 514.98	0.99	$ -
Support Service		0	$ 351.85	0.99	$ -
TOTAL	576	818	*Wt. Avg. 481.66*		
				New Construction Cost	**$ 306,233**

REMODELING/RENOVATION*	NSF*	GSF*	$/GSF*	Local Factor	Const. Cost
	4,100	5,824	$ 324.00	0.99	$ 1,868,106
				0.99	$ -
TOTAL	4,100	5,824			
				Remodeling/Renovation Cost*	**$ 1,868,106**

***Note: Remodeling should not exceed 65% of New Construction Cost. Renovation should not exceed 30% of New Construction Cost. Also, DO NOT use the New Construction square footage net to gross ratio for Remodeling projects. Calculate your existing N:G ratio using the actual building net and gross sf numbers. Renovation projects use net square feet only.**

Base Construction for New & Rem/Ren	$	2,174,340
Site development/improvement** (2.6%)		
Total Base Construction Costs	**$**	**2,174,340**

****Note: If 2.6% is used for basic site dev/imp, do not request additional extraordinary construction costs for sitework below.**

PROJECT COMPONENT COSTS & PROJECTIONS

			Costs Incurred to date	2027-28	2028-29	2029-30	TOTAL
1. CONSTRUCTION COSTS							
	a.	Total Base Construction Cost (from above)		$2,174,340			$2,174,340
Additional Extraordinary Construction Costs							
	b.	Environmental Impacts/Mitigation					$0
	c.	Site preparation		$35,000			$35,000
	d.	Landscape/Irrigation		$30,000			$30,000
	e.	Plaza/Walks		$30,000			$30,000
	f.	Roadway improvements		$0			$0
	g.	Parking spaces:		$0			$0
	h.	Telecommunication		$20,000			$20,000
	i.	Electrical service		$50,000			$50,000
	j.	Water distribution		$65,000			$65,000
	k.	Sanitary sewer system		$30,000			$30,000
	l.	Chilled water system		$400,000			$400,000
	m.	Storm water system		$50,000			$50,000
	n.	Energy efficient equipment		$0			$0
	o.	Other: access control system		$45,000			$45,000
		Subtotal: CONSTRUCTION COSTS	$0	$2,929,340	$0	$0	$2,929,340
2. OTHER PROJECT COSTS							
	a.	Land/existing facility acquisition***					$0
	b.	Professional Fees					
		1) Planning/programming (1%)		$21,743			$21,743
		2) A/E fees (7.8%)		$169,598			$169,598
		3) Inspection Services*** (sugg. 0.5%)		$10,872			$10,872
		4) On-site representation (1.3%)		$28,266			$28,266
		5) Other prof. services*** (sugg. 0.5%)		$10,872			$10,872
	c.	Testing/surveys (2.2%)		$47,835			$47,835
	d.	Permit/Environmental Fees***		$16,308			$16,308
	e.	Miscellaneous cost*** (sugg. 1-3%)		$21,743			$21,743
	f.	Movable equipment/furnishings (17%)		$369,638			$369,638
*** As needed		Subtotal: OTHER PROJECT COSTS	$0	$696,876	$0	$0	$696,876
		TOTAL PROJECT COST	**$0**	**$3,626,216**	**$0**	**$0**	**$3,626,216**

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
						27-28	$ 3,626,216	*(number below*
								should equal
								Total Project Cost)
		$ -			**$ -**		**$ 3,626,216**	**$ 3,626,216**

Extraordinary Construction Costs					
	b.	Environmental Impacts/Mitig			
	c.	Site preparation	Removal and disposition of 576 sf of ground, and regrade for building site work.	$	35,000.00
	d.	Landscape/Irrigation	Irrigation materials, supplies, labor to tie into irrigation main = $10,000.00 Landscaping materials, plants, trees, labor to install = $20,000.00	$	30,000.00
	e.	Plaza/Walks	Student seating plazas and 25 lf x 5' walkways connecting the new facility to parking lot.	$	30,000.00
	f.	Roadway improvements	Curbing, asphalt road.	$	-
	g.	Parking spaces:	Construction of up to 100 parking spaces with required site lighting. (15 LED Fixtures w/ 35' concrete poles)	$	-
	h.	Telecommunication	Run 200 lf of underground fiberoptic communication cable.	$	20,000.00
	i.	Electrical service	Tie into electircal loop and provide above ground vaults as required.	$	50,000.00
	j.	Water distribution	Tie into 8" water main and BFP to support the new buildng fire sprinkler system.	$	65,000.00
	k.	Sanitary sewer system	Tie into existing sanitary sewer as needed.	$	30,000.00
	l.	HVAC system	HVAC system with associated pumps, AHU and associated controls, electrical service, to support the new facility.	$	400,000.00
	m.	Storm water system	Construction of drainage retention pond with related inlets and piping to support new covered areas.	$	50,000.00
	n.	Energy efficient equipment			
	o.	Other: access control syste	access control system	$	45,000.00

$ 755,000.00

FLORIDA COLLEGE SYSTEM – **COLLEGE OF CENTRAL FLORIDA**

CIP-3 PROJECT NARRATIVE: (PURPOSE, NEED, SCOPE, PROGRAM, FACILITIES AND EDUCATIONAL PLANT SURVEY RECOMMENDATIONS)

2026-27 THROUGH 2030-31

Project: Bob Zelinski Athletics Building Remodel

This project includes the remodel of a 4,990 GSF concrete and stucco building formerly used as pool locker rooms and office areas. The building will be remodeled into a state-of-the art training facility for our college athletes, house offices, laundry, conference and team gathering spaces. We would also build a 24'x24' outdoor covered training area for the athletes to use.

This building is vacant as we no longer have a pool on campus. We have no use for the two large locker room/shower spaces. Repurposing and remodeling it to house athletics would improve the building for years to come.

Since athletics no longer has a dedicated building on campus they are spread out in different buildings for offices, training, and team building. Having a dedicated building improves the athletic experience for our Baseball and Softball athletes and our new sport of Cross Country. Having all athletics staff in one building would also be beneficial for the athletics department staff to communicate with each other and our student athletes.

Over the course of the year, we will serve 75-80 student-athletes for fall baseball, fall softball and Women's Cross Country, and 65-70 student-athletes in the spring. This building will fulfill the need as a "one-stop" destination for meeting (including team/practice/academic/scholarship signing), training, tutoring, injury rehab and many other athletic needs. This building will house the athletic offices much closer to the softball and baseball fields and will house the women's cross country locker rooms so that all sports are more centrally located to the athletic offices. Having the medical training room closer to the baseball and softball fields will be an outstanding upgrade from where they are currently located. The planned outdoor training rehab area has been needed for years as it is now done in an adjacent parking lot in the open.

A centralized athletics building will be a recruiting tool to be used for perspective students considering CF for athletics. Having a dedicated space for athletes can also help focus them in their academic careers, improving focus and finishing their degrees or certificates. The planned "Team room" will give Patriot Athletics a room of pride to display championships while hosting study halls, player scholarship signings, meetings with donors, academic sessions, video review, and hopefully many team post season celebrations.

This remodeled building for Athletics will emulate Patriot Pride and become a showcase building where everyone can see the success of CF athletics, and will raise our athletic department to the next level in showcasing what we do, and how we succeed at CF for athletics. Go Patriots!

Survey Recommendations:

1.060 Renovating Building Number - 12, Building Name - AQUATIC CENTER (0 SS), (3383 NSF) Apply Painting, Floor Cover, Electrical, Plumbing, Windows, Lighting, Restrooms, HVAC Systems, Bell/Fire Alarm Systems, Retrofit for Technology, Other to Room 100 (622 NSF), Room 100B (272 NSF), Room 100C (134 NSF), Room 101 (163 NSF), Room 102 (103 NSF), Room 103 (1044 NSF), Room 104 (1045 NSF)

Higher Educational Facilities
Return on Investment

Institution: College of Central Florida
Project: Bob Zelinski Athletics Building Remodel
Total Funding: $3,626,216
Previous Funding (State and Local): No
Workforce Project (Yes or No): No
Contact Person (Name, Position, Phone No.): Dr. Mary Ann Begley, Vice President Student Affairs, 352-854-2322 ext. 1547

Check any box(es) that apply and provide a quantitative explanation. Identify the term or years in which ROI information is projected.

1. ☒ Number of Additional Degrees and Certificates Produced and How Those Degrees are Meeting the Needs of our State (Job Openings, Average Wages of those Job Openings, etc.)
   Explanation: Recruiting tool to be used for perspective students considering CF for athletics. Having a dedicated space for athletes can also help focus them in their academic careers, improving focus and finishing their degrees or certificates.

2. ☐ Number of Additional Students Served and the Benefits/Efficiencies Created (increase graduation rate, alleviate waitlist, increase academic support, etc.)
   Explanation:

3. ☐ Amount of Additional Research Funding to be Obtained; Patents Awarded
   Explanation:

4. ☐ Project is in an Area of Strategic Emphasis as Determined by the Board of Governors' Gap Analysis or the Department of Economic Opportunity's National Occupational Forecast
   Explanation:

5. ☐ Increase Business Partnerships Which Will Lead to Guaranteed Internships and Jobs for Students
   Explanation:

6. ☒ Project Improves the Use, either Operationally or Academically, of Existing Space
   Explanation: Improves the athletic experience for our athletes and our new sport of Cross Country. Patriot room would also be a room for Academic

success. The athletes no longer have a building on campus dedicated to them and are spread out in different buildings for offices, training, and team building.

7. ☐ Contribution of Local Funds Through Matching Grants, Property Donations, etc.
   Explanation:

8. ☒ Reduces Future Deferred Maintenance Cost and Extends the Life of the Facility by Bringing the Project up to Existing Standards (cost-benefit analysis of renovation or new facility vs. maintenance)
   Explanation: This building is vacant and will go into disrepair if left alone. We no longer have a pool on campus and no longer need large locker/shower spaces. Repurposing and remodeling it to house Athletics would improve the building for years to come. Also, having all athletics in one building would be beneficial for the athletics department staff.

9. ☐ Projected Facility Utilization Rate
   Explanation:

10. ☐ Current/Projected Campus Utilization Rate
    Explanation:

Other Pertinent Information not included above:

This building, if remodeled for Athletics would emulate Patriot Pride and become a showcase building where everyone can see the success of CF athletics. A Team room for Patriot Pride to be displayed when Patriots are moving on and signing scholarships to the next level. This building will raise our athletic department to the next level in showcasing what we do and how we succeed at CF for athletics. Go Patriots!

FLORIDA COLLEGE SYSTEM

CIP 3A CAPITAL PROJECT EXPLANATION

2027-28 through 2029-30

CIP 3A

College Name	College of Central Florida
Project Title	Building 42 Enterprise Center Renovation
Budget Entity Priority	4
Statutory Authority	Sec. 1013.64(4)(a)

Type of Project	**Renovation**	**Remodel**	**New Construction**	**Acquisition**
	X			

GEOGRAPHIC LOCATION

Official College Site Number	**Site Street Address**	**City**	**County**
1	3001 SW College Road	Ocala	Marion

PROJECT NARRATIVE: SURVEY RECOMMENDATIONS, JUSTIFICATION, & EXPLANATION OF EXTRAORDINARY COSTS (IF APPLICABLE)

This project includes the renovation of 11,912 sf within Building 42 on the Ocala campus for college office space, conference space and break out areas. The CF Foundation, Inc. will remain in the building as will the Talent Center. As the college grows so do our departments and finding adequate space to house them that is accessible to students and staff is becoming difficult.

RESERVE ESCROW 0.5% (per s. 1001.03(18)(c), F.S.)

Building value: $2,931,390

Source of valuation for remodel or renovation: Subtotal Construction Cost

1st year escrow deposit amount: $14,657

Escrow funding source: Fund 1

Comments:

Initial Year Requested: 2024 **Has this project ever been vetoed? If so, list year(s):**

List All Proposed Sources of Funding:

PECO State Funding

Projected Bid Date/Start of Construction (Month, Year): February, 2028

Projected Occupancy Date (Month, Year): January, 2029

Funding Educational Specifications Section (must be completed for all first-year priority construction)

Date of Survey	**Survey Recommendation No.**	**Space Category**	**Survey Recommended Total NSF**	**NSF Used**	**Student Stations Used**
2024 Spot Survey	1.079				
2024 Spot Survey	1.08				
2024 Spot Survey	1.081				
2024 Spot Survey	1.082				
2024 Spot Survey	1.083				
2024 Spot Survey	1.084				
2024 Spot Survey	1.085				

CIP 3B COST WORKSHEET

CIP 3B

College of Central Florida — **Building 42 Enterprise Center Renovation**

BUILDING SPACE DESCRIPTION

NEW CONSTRUCTION CATEGORY	NSF	GSF	$/GSF	Local Factor	Const. Cost
Classroom		0	$ 485.83	0.99	$ -
Teaching Lab		0	$ 536.71	0.99	$ -
Library		0	$ 424.31	0.99	$ -
Vocational Lab		0	$ 536.71	0.99	$ -
Office		0	$ 491.37	0.99	$ -
Auditorium - Exhibit		0	$ 540.26	0.99	$ -
Instructional Media		0	$ 350.58	0.99	$ -
Gymnasium		0	$ 378.15	0.99	$ -
Student Service		0	$ 514.98	0.99	$ -
Support Service		0	$ 351.85	0.99	$ -
TOTAL	0	0	*Wt. Avg. 481.66*		
				New Construction Cost	**$ -**

REMODELING/RENOVATION*	NSF*	GSF*	$/GSF*	Local Factor	Const. Cost
	11,912	16,920	$ 175.00	0.99	$ 2,931,390
				0.99	$ -
TOTAL	11,912	16,920			
				Remodeling/Renovation Cost*	**$ 2,931,390**

***Note: Remodeling should not exceed 65% of New Construction Cost. Renovation should not exceed 30% of New Construction Cost. Also, DO NOT use the New Construction square footage net to gross ratio for Remodeling projects. Calculate your existing N:G ratio using the actual building net and gross sf numbers. Renovation projects use net square feet only.**

Base Construction for New & Rem/Ren	$	2,931,390
Site development/improvement** (2.6%)		
Total Base Construction Costs	**$**	**2,931,390**

****Note: If 2.6% is used for basic site dev/imp, do not request additional extraordinary construction costs for sitework below.**

PROJECT COMPONENT COSTS & PROJECTIONS

			Costs Incurred to date	2027-28	2028-29	2029-30	TOTAL
1. CONSTRUCTION COSTS							
	a.	Total Base Construction Cost (from above)		$2,931,390			$2,931,390
Additional Extraordinary Construction Costs							
	b.	Environmental Impacts/Mitigation					$0
	c.	Site preparation					$0
	d.	Landscape/Irrigation					$0
	e.	Plaza/Walks					$0
	f.	Roadway improvements					$0
	g.	Parking spaces:					$0
	h.	Telecommunication		$25,000			$25,000
	i.	Electrical service		$25,000			$25,000
	j.	Water distribution					$0
	k.	Sanitary sewer system					$0
	l.	Chilled water system		$400,000			$400,000
	m.	Storm water system					$0
	n.	Energy efficient equipment					$0
	o.	Other: access control system		$68,885			$68,885
		Subtotal: CONSTRUCTION COSTS	$0	$3,450,275	$0	$0	$3,450,275
2. OTHER PROJECT COSTS							
	a.	Land/existing facility acquisition***					$0
	b.	Professional Fees					
		1) Planning/programming (1%)		$29,314			$29,314
		2) A/E fees (7.8%)		$228,648			$228,648
		3) Inspection Services*** (sugg. 0.5%)		$14,657			$14,657
		4) On-site representation (1.3%)		$38,108			$38,108
		5) Other prof. services*** (sugg. 0.5%)		$14,657			$14,657
	c.	Testing/surveys (2.2%)		$64,491			$64,491
	d.	Permit/Environmental Fees***		$21,985			$21,985
	e.	Miscellaneous cost*** (sugg. 1-3%)		$29,314			$29,314
	f.	Movable equipment/furnishings (17%)		$498,336			$498,336
*** As needed		Subtotal: OTHER PROJECT COSTS	$0	$939,511	$0	$0	$939,511
		TOTAL PROJECT COST	**$0**	**$4,389,786**	**$0**	**$0**	**$4,389,786**

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
						27-28	$ 4,389,786	*(number below*
								should equal
								Total Project Cost)
		$ -			**$ -**		**$ 4,389,786**	**$ 4,389,786**

Extraordinary Construction Costs				
	b.	Environmental Impacts/Mitig		
	c.	Site preparation	Removal and disposition of 12,229 sf of ground, and regrade for building site work.	
	d.	Landscape/Irrigation	Irrigation materials, supplies, labor to tie into irrigation main = $30,000.00 Landscaping materials, plants, trees, labor to install = $30,000.00	
	e.	Plaza/Walks	Student seating plazas and 100 lf x 5' walkways connecting the new facility to parking lot.	
	f.	Roadway improvements	Curbing, asphalt road.	
	g.	Parking spaces:	Construction of up to 100 parking spaces with required site lighting. (15 LED Fixtures w/ 35' concrete poles)	
	h.	Telecommunication	Run 425 lf of underground fiberoptic communication cable.	$ 25,000.00
	i.	Electrical service	Tie into electircal loop and provide above ground vaults as required.	$ 25,000.00
	j.	Water distribution	Tie into 8" water main and BFP to support the new buildng fire sprinkler system.	
	k.	Sanitary sewer system	Add new lift station to accommodate this and future buildings.	
	l.	HVAC system	HVAC system with associated pumps, AHU and associated controls, electrical service, to support the new facility.	$ 400,000.00
	m.	Storm water system	Construction of drainage retention pond with related inlets and piping to support the building, parking lot, and walkway construction.	
	n.	Energy efficient equipment		
	o.	Other:	access control system	$ 68,885.00

$ 518,885.00

FLORIDA COLLEGE SYSTEM – **COLLEGE OF CENTRAL FLORIDA**

CIP-3 PROJECT NARRATIVE: (PURPOSE, NEED, SCOPE, PROGRAM, FACILITIES AND EDUCATIONAL PLANT SURVEY RECOMMENDATIONS)

2027-26 THROUGH 2031-32

Project: Building 42 Enterprise Center Renovation

This project includes the renovation of 11,912 sf within Building 42, the Enterprise Center, on the Ocala campus for college office space, conference space and break out areas. The CF Foundation, Inc. will remain in the building as will the Talent Center. As the college grows so do our departments and finding adequate space to house them that is accessible to students and staff is becoming difficult.

Survey Recommendations:

2024 Spot Survey, Survey Recommendation no. 1.079
2024 Spot Survey, Survey Recommendation no. 1.08
2024 Spot Survey, Survey Recommendation no. 1.081
2024 Spot Survey, Survey Recommendation no. 1.082
2024 Spot Survey, Survey Recommendation no. 1.083
2024 Spot Survey, Survey Recommendation no. 1.084
2024 Spot Survey, Survey Recommendation no. 1.085
2024 Spot Survey, Survey Recommendation no. 1.086
2024 Spot Survey, Survey Recommendation no. 1.087
2024 Spot Survey, Survey Recommendation no. 1.088
2024 Spot Survey, Survey Recommendation no. 1.089
2024 Spot Survey, Survey Recommendation no. 1.090
2024 Spot Survey, Survey Recommendation no. 1.091
2024 Spot Survey, Survey Recommendation no. 1.092

Higher Educational Facilities
Return on Investment

Institution: College of Central Florida
Project: Building 42 Enterprise Center Renovation
Total Funding: $4,389,786
Previous Funding (State and Local): No
Workforce Project (Yes or No): No
Contact Person (Name, Position, Phone No.): Dr. Tammi Viviano-Broderick, Vice President Institutional Effectiveness and College Relations, 352-854-2322 ext. 1665

Check any box(es) that apply and provide a quantitative explanation. Identify the term or years in which ROI information is projected.

1. ☐ Number of Additional Degrees and Certificates Produced and How Those Degrees are Meeting the Needs of our State (Job Openings, Average Wages of those Job Openings, etc.)
   Explanation:

2. ☐ Number of Additional Students Served and the Benefits/Efficiencies Created (increase graduation rate, alleviate waitlist, increase academic support, etc.)
   Explanation:

3. ☐ Amount of Additional Research Funding to be Obtained; Patents Awarded
   Explanation:

4. ☐ Project is in an Area of Strategic Emphasis as Determined by the Board of Governors' Gap Analysis or the Department of Economic Opportunity's National Occupational Forecast
   Explanation:

5. ☐ Increase Business Partnerships Which Will Lead to Guaranteed Internships and Jobs for Students
   Explanation:

6. ☒ Project Improves the Use, either Operationally or Academically, of Existing Space
   Explanation: This project includes the renovation of 11,912 sf within Building 42, the Enterprise Center, on the Ocala campus for college office space, conference space and break out areas. The CF Foundation, Inc. will remain in the building as will the Talent Center. As the college grows so do our departments and finding adequate space to house them that is accessible to students and staff is becoming difficult.

7. ☐ Contribution of Local Funds Through Matching Grants, Property Donations, etc.
   Explanation:

8. ☐ Reduces Future Deferred Maintenance Cost and Extends the Life of the Facility by Bringing the Project up to Existing Standards (cost-benefit analysis of renovation or new facility vs. maintenance)
   Explanation:

9. ☐ Projected Facility Utilization Rate
   Explanation:

10. ☐ Current/Projected Campus Utilization Rate
    Explanation:

Other Pertinent Information not included above:

FLORIDA COLLEGE SYSTEM

CIP 3A CAPITAL PROJECT EXPLANATION

2027-28 through 2029-30

CIP 3A

College Name	College of Central Florida
Project Title	Building 20 Center for IT and Education Expansion Renovation
Budget Entity Priority	
Statutory Authority	Sec. 1013.64(4)(a)

Type of Project	**Renovation**	**Remodel**	**New Construction**	**Acquisition**
	X			

GEOGRAPHIC LOCATION

Official College Site Number	**Site Street Address**	**City**	**County**
1	3001 SW College Road	Ocala	Marion

PROJECT NARRATIVE: SURVEY RECOMMENDATIONS, JUSTIFICATION, & EXPLANATION OF EXTRAORDINARY COSTS (IF APPLICABLE)

Refer to the Project Narrative and ROI for program information. This is an existing structure with infrastructure in place and will reduce the cost of construction versus building new. This project includes the renovation of 31,067 GSF Building 20 on the Ocala campus to expand computer information technology programs in the fields of Cybersecurity and Data Science and to add Teacher Education programs

RESERVE ESCROW 0.5% (per s. 1001.03(18)(c), F.S.)

Building value: $4,306,441

Source of valuation for remodel or renovation: Subtotal Construction Cost

1st year escrow deposit amount: $21,532

Escrow funding source: Fund 1

Comments:

Initial Year Requested: **Has this project ever been vetoed? If so, list year(s):**

List All Proposed Sources of Funding:

PECO State Funding

Projected Bid Date/Start of Construction (Month, Year): February, 2028

Projected Occupancy Date (Month, Year): January, 2029

Funding Educational Specifications Section (must be completed for all first-year priority construction)

Date of Survey	**Survey Recommendation No.**	**Space Category**	**Survey Recommended Total NSF**	**NSF Used**	**Student Stations Used**
2024 Spot Survey	1.093				
2024 Spot Survey	1.094				
2024 Spot Survey	1.095				
2024 Spot Survey	1.096				
2024 Spot Survey	1.097				
2024 Spot Survey	1.098				
2024 Spot Survey	1.099				

CIP 3B COST WORKSHEET

College of Central Florida — **Building 20 Center for IT and Education Expansion Renovation**

CIP 3B

BUILDING SPACE DESCRIPTION

NEW CONSTRUCTION CATEGORY	NSF	GSF	$/GSF	Local Factor	Const. Cost
Classroom		0	$ 485.83	0.99	$ -
Teaching Lab		0	$ 536.71	0.99	$ -
Library		0	$ 424.31	0.99	$ -
Vocational Lab		0	$ 536.71	0.99	$ -
Office		0	$ 491.37	0.99	$ -
Auditorium - Exhibit		0	$ 540.26	0.99	$ -
Instructional Media		0	$ 350.58	0.99	$ -
Gymnasium		0	$ 378.15	0.99	$ -
Student Service		0	$ 514.98	0.99	$ -
Support Service		0	$ 351.85	0.99	$ -
TOTAL	0	0	*Wt. Avg. 481.66*		
				New Construction Cost	**$ -**

REMODELING/RENOVATION*	NSF*	GSF*	$/GSF*	Local Factor	Const. Cost
	21,875	31,071	$ 140.00	0.99	$ 4,306,441
				0.99	$ -
TOTAL	21,875	31,071			
				Remodeling/Renovation Cost*	**$ 4,306,441**

***Note: Remodeling should not exceed 65% of New Construction Cost. Renovation should not exceed 30% of New Construction Cost. Also, DO NOT use the New Construction square footage net to gross ratio for Remodeling projects. Calculate your existing N:G ratio using the actual building net and gross sf numbers. Renovation projects use net square feet only.**

Base Construction for New & Rem/Ren	$	4,306,441
Site development/improvement** (2.6%)		
Total Base Construction Costs	**$**	**4,306,441**

****Note: If 2.6% is used for basic site dev/imp, do not request additional extraordinary construction costs for sitework below.**

PROJECT COMPONENT COSTS & PROJECTIONS

			Costs Incurred to date	2027-28	2028-29	2029-30	TOTAL
1. CONSTRUCTION COSTS							
	a.	Total Base Construction Cost (from above)		$4,306,441			$4,306,441
Additional Extraordinary Construction Costs							
	b.	Environmental Impacts/Mitigation					$0
	c.	Site preparation					$0
	d.	Landscape/Irrigation					$0
	e.	Plaza/Walks		$30,000			$30,000
	f.	Roadway improvements					$0
	g.	Parking spaces:					$0
	h.	Telecommunication		$20,000			$20,000
	i.	Electrical service		$25,000			$25,000
	j.	Water distribution					$0
	k.	Sanitary sewer system					$0
	l.	Chilled water system					$0
	m.	Storm water system					$0
	n.	Energy efficient equipment					$0
	o.	Other: access control system					$0
		Subtotal: CONSTRUCTION COSTS	$0	$4,381,441	$0	$0	$4,381,441
2. OTHER PROJECT COSTS							
	a.	Land/existing facility acquisition***					$0
	b.	Professional Fees					
		1) Planning/programming (1%)		$43,064			$43,064
		2) A/E fees (7.8%)		$335,902			$335,902
		3) Inspection Services*** (sugg. 0.5%)		$21,532			$21,532
		4) On-site representation (1.3%)		$55,984			$55,984
		5) Other prof. services*** (sugg. 0.5%)		$21,532			$21,532
	c.	Testing/surveys (2.2%)		$94,742			$94,742
	d.	Permit/Environmental Fees***		$32,298			$32,298
	e.	Miscellaneous cost*** (sugg. 1-3%)		$43,064			$43,064
	f.	Movable equipment/furnishings (17%)		$732,095			$732,095
*** As needed		Subtotal: OTHER PROJECT COSTS	$0	$1,380,214	$0	$0	$1,380,214
		TOTAL PROJECT COST	**$0**	**$5,761,655**	**$0**	**$0**	**$5,761,655**

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
						27-28	$ 5,761,655	*(number below*
								should equal
								Total Project Cost)
		$ -			**$ -**		**$ 5,761,655**	**$ 5,761,655**

Extraordinary Construction Costs				
	b.	Environmental Impacts/Mitig		
	c.	Site preparation	Removal and disposition of 576 sf of ground, and regrade for building site work.	
	d.	Landscape/Irrigation	Irrigation materials, supplies, labor to tie into irrigation main = $10,000.00 Landscaping materials, plants, trees, labor to install = $20,000.00	
	e.	Plaza/Walks	Student seating plazas and 25 lf x 5' walkways connecting the new facility to parking lot.	$ 30,000.00
	f.	Roadway improvements	Curbing, asphalt road.	$ -
	g.	Parking spaces:	Construction of up to 100 parking spaces with required site lighting. (15 LED Fixtures w/ 35' concrete poles)	$ -
	h.	Telecommunication	Run 200 lf of underground fiberoptic communication cable.	$ 20,000.00
	i.	Electrical service	Tie into electircal loop and provide above ground vaults as required.	$ 25,000.00
	j.	Water distribution	Tie into 8" water main and BFP to support the new buildng fire sprinkler system.	
	k.	Sanitary sewer system	Tie into existing sanitary sewer as needed.	
	l.	HVAC system	HVAC system with associated pumps, AHU and associated controls, electrical service, to support the new facility.	
	m.	Storm water system	Construction of drainage retention pond with related inlets and piping to support new covered areas.	
	n.	Energy efficient equipment		
	o.	Other: access control syste	access control system	

$ 75,000.00

This project includes the renovation of 31,067 GSF Building 20 on the Ocala campus to expand computer information technology programs in the fields of Cybersecurity and Data Science and to add Teacher Education programs. The building currently houses degree programs in Teacher Education, Radiography and Physical Therapy Assisting as well as unique industry partner training spaces with Lockheed Martin Corporation and FleetForce Truck Driving School. Five existing classroom and lab spaces would be remodeled to support expanded Cybersecurity and create a Data Science program as well as short-term computer-based training needed by local industry.

The addition of new computer information technology programs meets the local industry need in this rapidly growing metro area. This includes support of both degree programs and short-term, non-credit training. CareerSource Citrus Levy Marion recently cited the need for 48 new Information Security Analysts over the next five years who are projected to earn an annual wage of $97,000/yr. There's also a need for 88 new software developers ($114,000 annual wage) and 20 database administrators ($98,900 annual wage) over the next five years. There is a notable need for cybersecurity professionals in the healthcare field.

CF's current Bachelor of Early Childhood Education requires office space and one dedicated classroom. The proposed addition of a Bachelor of Exceptional Education or Secondary Education (STEM, Math or Science) will require a second dedicated classroom and additional office space. The new classroom will have a "model classroom" layout and features to set a new standard for teachers-to-be to integrate advanced technology and pedagogy. All three school districts and the Educational Training Consortium committee have long-requested additional educator preparation programs be created at CF to meet the openings. Since these school districts are the largest employers in each of the tri-county area, the college aims to meet this foundational labor market need.

According to FL DOE the current vacancies for secondary education are 76 for the tri-county area in the 2024 academic year alone. Average teacher pay in Florida is $54,000 annually.

Survey Recommendations:

2024 Spot Survey 1.093
2024 Spot Survey 1.094
2024 Spot Survey 1.095
2024 Spot Survey 1.096
2024 Spot Survey 1.097
2024 Spot Survey 1.098
2024 Spot Survey 1.099
2024 Spot Survey 1.1
2024 Spot Survey 1.101
2024 Spot Survey 1.102
2024 Spot Survey 1.103
2024 Spot Survey 1.104
2024 Spot Survey 1.105
2024 Spot Survey 1.106

Higher Educational Facilities
Return on Investment

Institution: College of Central Florida
Project: Building 20 Center for IT and Education Expansion Renovation
Total Funding: $5,761,655
Previous Funding (State and Local): No
Workforce Project (Yes or No): Yes
Contact Person (Name, Position, Phone No.): Dr. Jennifer Fryns, Vice President, Workforce Development and Innovation 352-854-2322 ext. 1728

Check any box(es) that apply and provide a quantitative explanation. Identify the term or years in which ROI information is projected.

1. ☒ Number of Additional Degrees and Certificates Produced and How Those Degrees are Meeting the Needs of our State (Job Openings, Average Wages of those Job Openings, etc.)

   Explanation: This project will allow the college to expand computer information technology programs in the fields of Cybersecurity and Data Science and to add Teacher Education programs. CareerSource Citrus Levy Marion recently cited the need for 48 new Information Security Analysts over the next five years who are projected to earn an annual wage of $97,000/yr. There's also a need for 88 new software developers ($114,000 annual wage) and 20 database administrators ($98,900 annual wage) over the next five years. There is a notable need for cybersecurity professionals in the healthcare field. According to FL DOE the current vacancies for secondary education are 76 for the tri-county area in the 2024 academic year alone. Average teacher pay in Florida is $54,000 annually.

2. ☒ Number of Additional Students Served and the Benefits/Efficiencies Created (increase graduation rate, alleviate waitlist, increase academic support, etc.)

   Explanation: CF's current Bachelor of Early Childhood Education requires office space and one dedicated classroom. The proposed addition of a Bachelor of Exceptional Education or Secondary Education (STEM, Math or Science) will require a second dedicated classroom and additional office space. The new classroom will have a "model classroom" layout and features to set a new standard for teachers-to-be to integrate advanced technology and pedagogy. All three school districts and the Educational Training Consortium committee have long-requested additional educator preparation programs be created at CF to meet the openings. Since these school districts are the largest employers in each of the tri-county area, the college aims to meet this foundational labor market need.

3. ☐ Amount of Additional Research Funding to be Obtained; Patents Awarded

   Explanation:

4. ☐ Project is in an Area of Strategic Emphasis as Determined by the Board of Governors' Gap Analysis or the Department of Economic Opportunity's National Occupational Forecast
   Explanation:

5. ☐ Increase Business Partnerships Which Will Lead to Guaranteed Internships and Jobs for Students
   Explanation:

6. ☐ Project Improves the Use, either Operationally or Academically, of Existing Space
   Explanation:

7. ☐ Contribution of Local Funds Through Matching Grants, Property Donations, etc.
   Explanation:

8. ☐ Reduces Future Deferred Maintenance Cost and Extends the Life of the Facility by Bringing the Project up to Existing Standards (cost-benefit analysis of renovation or new facility vs. maintenance)
   Explanation:

9. ☐ Projected Facility Utilization Rate
   Explanation:

10. ☐ Current/Projected Campus Utilization Rate
    Explanation:

Other Pertinent Information not included above:

This project includes a remodel and addition to the existing 1,853 GSF Public Safety Building on the Ocala Campus. They have outgrown their current building and need separate areas in which to conduct interviews. With the increase in CLERY Crimes and Title IX issues, it is important to conduct these initial interviews / investigations in a private and professional setting, as these matters can be very sensitive in nature. Creating a safe environment is of the utmost importance.

The building 55 (Public Safety) front desk/lobby area is too small to accommodate new students who are looking to receive their student ID's and parking decals. Periodically, new students have to stand outside in inclement weather while they wait to be assisted. A larger waiting area inside and out of the elements would create a safer environment and help students and staff alike.

Currently, there are two offices in the building, one for the manager and one for the assistant. The Public Safety lieutenant and sergeant desks are currently located in the common area at the front desk area, which is not very professional or conducive when doing paperwork or investigations. Private offices are needed so they can conduct business separately from the front desk.

This area provides services that impacts all students and staff at the college. By adding an addition and reconfiguring the existing space we can ensure that all of the needs are addressed.

Survey Recommendations:

1.065 Renovating Building Number - 55, Building Name - PUBLIC SAFETY (0 SS), (1558 NSF) Apply Painting, Floor Cover, Electrical, Plumbing, Windows, Lighting, HVAC Systems, Bell/Fire Alarm Systems, Retrofit for Technology, Other to Room 100 (538 NSF), Room 101 (173 NSF), Room 102 (333 NSF), Room 103 (30 NSF), Room 104 (42 NSF), Room 105 (117 NSF), Room 106 (280 NSF), Room 145 (45 NSF)

2024 Spot Survey

Higher Educational Facilities
Return on Investment

Institution: College of Central Florida
Project: Public Safety Building 55 Addition & Remodel
Total Funding: $3,105,606
Previous Funding (State and Local): No
Workforce Project (Yes or No): No
Contact Person (Name, Position, Phone No.): Chuck Prince, Vice President, Administration & Finance, 352-854-2322 ext. 1777

Check any box(es) that apply and provide a quantitative explanation. Identify the term or years in which ROI information is projected.

1. ☐ Number of Additional Degrees and Certificates Produced and How Those Degrees are Meeting the Needs of our State (Job Openings, Average Wages of those Job Openings, etc.)
   Explanation:

2. ☐ Number of Additional Students Served and the Benefits/Efficiencies Created (increase graduation rate, alleviate waitlist, increase academic support, etc.)
   Explanation:

3. ☐ Amount of Additional Research Funding to be Obtained; Patents Awarded
   Explanation:

4. ☐ Project is in an Area of Strategic Emphasis as Determined by the Board of Governors' Gap Analysis or the Department of Economic Opportunity's National Occupational Forecast
   Explanation:

5. ☐ Increase Business Partnerships Which Will Lead to Guaranteed Internships and Jobs for Students
   Explanation:

6. ☒ Project Improves the Use, either Operationally or Academically, of Existing Space
   Explanation: With the increase in CLERY Crimes and Title IX issues, it is important to conduct these initial interviews / investigations in a private and professional setting, as these matters can be very sensitive in nature. Creating a safe environment is of the utmost importance. Periodically, new students have to stand outside in inclement weather while they wait to be assisted. A larger

waiting area inside and out of the elements would create a safer environment and help students and staff alike.

7. ☐ Contribution of Local Funds Through Matching Grants, Property Donations, etc.
   Explanation:

8. ☐ Reduces Future Deferred Maintenance Cost and Extends the Life of the Facility by Bringing the Project up to Existing Standards (cost-benefit analysis of renovation or new facility vs. maintenance)
   Explanation:

9. ☐ Projected Facility Utilization Rate
   Explanation:

10. ☐ Current/Projected Campus Utilization Rate
    Explanation:

Other Pertinent Information not included above:

Capital Asset Management Projects

(CIP-4)



FLORIDA COLLEGE SYSTEM

CIP 4A CAPITAL ASSET MANAGEMENT PROJECT EXPLANATION

2027-28 through 2029-30

CIP 4A

College Name	College of Central Florida
Project Title	College Wide Security Systems
Budget Entity Priority	7
Statutory Authority	Sec. 1013.64

	Noncritical	Critical
Type Project		**X**

GEOGRAPHIC LOCATION - BUILDING/FACILITY IDENTIFICATION/DESCRIPTION (If applicable)

Project/Building Name	Building No.	NASF	Site Address	City	County
College Wide Security Systems	1 through 42	683,513	Ocala Main Campus	Ocala	Marion
College Wide Security Systems	C1 through C4	95,689	Citrus Campus	Lecanto	Citrus
College Wide Security Systems	L1 through L3	58,071	Levy Campus	Chiefland	Levy
College Wide Security Systems	1	23,639	Hampton Center	Ocala	Marion
College Wide Security Systems	V1 through V4	17,479	Vintage Farm Campus	Ocala	Marion
College Wide Security Systems	All	95,352	Appleton Museum of Art	Ocala	Marion

PROJECT DESCRIPTION (PURPOSE, NEED, SCOPE)

Campus securtiy is an emerging need of the College operations. As the service district's population grows, the number of incidents involving theft, buglary, and crimes against persons has increased proportionately. To help the College provide a safe environment for students, staff and visitors, the security systems need to be upgraded and new systems installed. This project will install monitoring intruder alarms in sensitive locations, link individual building fire and intruder alarm systems into central alarm monitoring locations, install video surveillance, electronic access controls and recording systems in high risk areas (building access points, parking lots and interior spaces such as the cashiers area, laboratory wings and business offices). Interior and exterior security lighting will be improved, and campus-wide and inter-campus emergency communications systems installed. The system will be sized to include remote access to the Levy Campus and Vintage Farm Campus. Access controls will be added to College buildings with the ability to lock down a campus from a central location.

APPLICABLE SURVEY RECOMMENDATIONS

Date of Survey	Recommendation No.	Requested for
6/30/2022	1.05	Construct Infrastructure
6/30/2022	1.023	Renovate Campus Wide Security Systems
6/30/2022	3.002	Renovate Campus Wide Security Systems
6/30/2022	4.004	Renovate Campus Wide Security Systems
6/30/2022	5.002	Renovate Campus Wide Security Systems
6/30/2022	6.004	Renovate Campus Wide Security Systems
6/30/2022	10.005	Renovate Campus Wide Security Systems

CIP 4B CAPITAL ASSET MANAGEMENT PROJECT COST WORKSHEET

College of Central Florida **College Wide Security Systems**

CIP 4B

PROJECT COMPONENT COST AND PROJECTIONS

BUILDING SYSTEM COMPONENTS			Costs Incurred to date	2027-28	2028-29	2029-30	TOTAL
	a.	electrical					$0
	b.	envelope					$0
	c.	interior					$0
	d.	mechanical					$0
	e.	plumbing					$0
	f.	roof					$0
	g.	site					$0
	h.	special (fire suppression)					$0
	i.	structural					$0
	j.	elevator					$0
		SUBTOTAL	$0	$0	$0	$0	$0
CENTRAL UTILITY SYSTEM COMPONENTS:							
	a.	cogeneration					$0
	b.	cooling gen./distrib.					$0
	c.	electrical distrib.					$0
	d.	heating gen./distrib.					$0
	e.	landfill					$0
	f.	water treat./distrib.					$0
	g.	waste treatment					$0
		SUBTOTAL	$0	$0	$0	$0	$0
SPECIAL SYSTEM COMPONENTS:							
	a.	energy conservation					$0
	b.	storage tanks					$0
		SUBTOTAL	$0	$0	$0	$0	$0
CAMPUS SYSTEM COMPONENTS:							
	a.	drainage/grounds					$0
	b.	road system paving					$0
	c.	other paving					$0
		SUBTOTAL	$0	$0	$0	$0	$0
LIFE SAFETY AND LICENSURE COMPONENTS:							
	a.	Licensure					$0
	b.	Life Safety		$2,483,299			$2,483,299
	c.	ADA					$0
	d.	Environmental					$0
							$0
		SUBTOTAL	$0	$2,483,299	$0	$0	$2,483,299
		TOTAL	$0	$2,483,299	$0	$0	$2,483,299

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	**FY**	**Amount**	**Source**	**FY**	**Amount**	**FY**	**Amount**	
						27-28	$ 2,483,299	*(number below*
								should equal
								Total Project Cost)
		$ -			**$ -**		**$ 2,483,299**	**$ 2,483,299**

FLORIDA COLLEGE SYSTEM

CIP 4A CAPITAL ASSET MANAGEMENT PROJECT EXPLANATION

2027-28 through 2029-30

CIP 4A

College Name	College of Central Florida
Project Title	College Wide Building System - Renovation / Remodel / New Construction
Budget Entity Priority	8
Statutory Authority	Sec. 1013.64

	Noncritical	Critical
Type Project		**X**

GEOGRAPHIC LOCATION - BUILDING/FACILITY IDENTIFICATION/DESCRIPTION (If applicable)

Project/Building Name	Building No.	NASF	Site Address	City	County
Criminal Justice Instructional Center	15	31,868	Ocala Main Campus	Ocala	Marion
HSTC - EMS Program Renovation	19	26,832	Ocala Main Campus	Ocala	Marion
Advanced Manufacturing / Engineering Technology	9	6,621	Ocala Main Campus	Ocala	Marion
Agricultural Sciences Classroom Building	TBD	12,229	Vintage Farm	Ocala	Marion
Property Acquisition & Development - Criminal Justice, EMS & Truck Driving	TBD	13,614	Site 7 - TBD	Ocala	Marion
Bob Zelinski Athletics Building Remodel	12	6,642	Ocala Main Campus	Ocala	Marion
Enterprise Center Renovation	42	25,204	Ocala Main Campus	Ocala	Marion
Center for IT and Education Expansion	20	31,071	Ocala Main Campus	Ocala	Marion
Public Safety Addition & Remodel	55	4,694	Ocala Main Campus	Ocala	Marion
2nd Floor Restroom Renovation	3	306	Ocala Main Campus	Ocala	Marion
Lactation "Mothers" Room	3	200	Ocala Main Campus	Ocala	Marion
Black Box Upgrades - (Vestibule, Storage)	4	600	Ocala Main Campus	Ocala	Marion
Exterior Covered and Gated Golf Cart Stor. Area	5	2,500	Ocala Main Campus	Ocala	Marion
Plant Ops Break Room/Office Renovation	10	2,109	Ocala Main Campus	Ocala	Marion
Room 208 Computer Lab Renovation	20	1,045	Ocala Main Campus	Ocala	Marion
Baseball Scoreboard Structure	Site	N/A	Ocala Main Campus	Ocala	Marion
Softball Locker Room Upgrades	66	2,064	Ocala Main Campus	Ocala	Marion
Build Structure over fuel tanks	L3	N/A	Levy Campus	Chiefland	Levy
Horse Pasture - Teaching Shade Structure, 24'x24'	Site	576	Vintage Farm	Ocala	Marion
Horse Run-ins - (2)	Site	N/A	Vintage Farm	Ocala	Marion
Vet Clinic Building Renovation	V3	2,854	Vintage Farm	Ocala	Marion
Portable Classroom at Vet Clinic	Site/V3	2,000	Vintage Farm	Ocala	Marion
Monument Road Sign	Site	N/A	Citrus Campus	Lecanto	Citrus
Construct Metal Storage Building	TBD	1,500	Citrus Campus	Lecanto	Citrus
Construct Covered Walkway b/t C3 & C4	N/A	625	Citrus Campus	Lecanto	Citrus
Restroom Reno. (Wall & Floor Tile / counters / sinks /	C2/C3	N/A	Citrus Campus	Lecanto	Citrus
Classroom Lab Renovation - CAP Grant	C4	1,544	Citrus Campus	Lecanto	Citrus
Health Science Renovations	C2	4,608	Citrus Campus	Lecanto	Citrus
Classroom/Lab/Student Lounge Renovations	C2	4,273	Citrus Campus	Lecanto	Citrus

PROJECT DESCRIPTION (PURPOSE, NEED, SCOPE)

CIP 4B CAPITAL ASSET MANAGEMENT PROJECT COST WORKSHEET

College of Central Florida

College Wide Building System - Renovation / Remodel / New Construction

CIP 4B

PROJECT COMPONENT COST AND PROJECTIONS

BUILDING SYSTEM COMPONENTS			Costs Incurred to date	2027-28	2028-29	2029-30	TOTAL
	a.	electrical					$0
	b.	envelope		$41,393,915			$41,393,915
	c.	interior		$10,988,941			$10,988,941
	d.	mechanical					$0
	e.	plumbing					$0
	f.	roof					$0
	g.	site					$0
	h.	special (fire suppression)					$0
	i.	structural		$4,920,606			$4,920,606
	j.	elevator					$0
		SUBTOTAL	$0	$57,303,462	$0	$0	$57,303,462
CENTRAL UTILITY SYSTEM COMPONENTS:							
	a.	cogeneration					$0
	b.	cooling gen./distrib.					$0
	c.	electrical distrib.					$0
	d.	heating gen./distrib.					$0
	e.	landfill					$0
	f.	water treat./distrib.					$0
	g.	waste treatment					$0
		SUBTOTAL	$0	$0	$0	$0	$0
SPECIAL SYSTEM COMPONENTS:							
	a.	energy conservation					$0
	b.	storage tanks					$0
		SUBTOTAL	$0	$0	$0	$0	$0
CAMPUS SYSTEM COMPONENTS:							
	a.	drainage/grounds					$0
	b.	road system paving					$0
	c.	other paving					$0
		SUBTOTAL	$0	$0	$0	$0	$0
LIFE SAFETY AND LICENSURE COMPONENTS:							
	a.	Licensure					$0
	b.	Life Safety					$0
	c.	ADA					$0
	d.	Environmental					$0
							$0
		SUBTOTAL	$0	$0	$0	$0	$0
		TOTAL	$0	$57,303,462	$0	$0	$57,303,462

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	**FY**	**Amount**	**Source**	**FY**	**Amount**	**FY**	**Amount**	
						27-28	$ 57,403,462	*(number below*
								should equal
								Total Project Cost)
		$ -			**$ -**		**$ 57,403,462**	**$ 57,403,462**

FLORIDA COLLEGE SYSTEM

CIP 4A CAPITAL ASSET MANAGEMENT PROJECT EXPLANATION

2027-28 through 2029-30

CIP 4A

College Name	College of Central Florida
Project Title	College Wide Central Utility Systems
Budget Entity Priority	9
Statutory Authority	Sec. 1013.64

	Noncritical	Critical
Type Project		**X**

GEOGRAPHIC LOCATION - BUILDING/FACILITY IDENTIFICATION/DESCRIPTION (If applicable)

Project/Building Name	Building No.	NASF	Site Address	City	County
Boiler Replacement	7	N/A	Ocala Main Campus	Ocala	Marion
Relocate Data Closet	10	N/A	Ocala Main Campus	Ocala	Marion
Chiller Plant Cross Connection Project	23/51	N/A	Ocala Main Campus	Ocala	Marion
Chiller Pipe Coating	51	N/A	Ocala Main Campus	Ocala	Marion
Chiller Plant Actuator Replacement	51	N/A	Ocala Main Campus	Ocala	Marion
Add Water Filtration System to City	Site	N/A	Ocala Main Campus	Ocala	Marion
Potable Water Valve Shut-off Replacements and Service	Site	N/A	Ocala Main Campus	Ocala	Marion
Welding Lab Update - Replace 3 Make up air fans	L3	N/A	Levy Campus	Chiefland	Levy
Add Water Filtration System to City	Site	N/A	Hampton Center	Ocala	Marion
Air Cooled Chiller #1 & #2 Replacement	Site	N/A	Hampton Center	Ocala	Marion
VAV Box Replacements / HVAC	H1	N/A	Hampton Center	Ocala	Marion
CW Pump 1 & 2 Replacement	C3	N/A	Citrus Campus	Lecanto	Citrus
Storage Room HVAC Work	AMA	N/A	Appleton Museum	Ocala	Marion
VAV Box Replacements - qty. (7)	AMA	N/A	Appleton Museum	Ocala	Marion

PROJECT DESCRIPTION (PURPOSE, NEED, SCOPE)

CIP 4B CAPITAL ASSET MANAGEMENT PROJECT COST WORKSHEET

College of Central Florida **College Wide Central Utility Systems**

CIP 4B

PROJECT COMPONENT COST AND PROJECTIONS

BUILDING SYSTEM COMPONENTS			Costs Incurred to date	2027-28	2028-29	2029-30	TOTAL
	a.	electrical					$0
	b.	envelope					$0
	c.	interior					$0
	d.	mechanical					$0
	e.	plumbing					$0
	f.	roof					$0
	g.	site					$0
	h.	special (fire suppression)					$0
	i.	structural					$0
	j.	elevator					$0
		SUBTOTAL	$0	$0	$0	$0	$0
CENTRAL UTILITY SYSTEM COMPONENTS:							
	a.	cogeneration					$0
	b.	cooling gen./distrib.	$774,077	$3,258,428			$4,032,505
	c.	electrical distrib.					$0
	d.	heating gen./distrib.					$0
	e.	landfill					$0
	f.	water treat./distrib.					$0
	g.	waste treatment					$0
		SUBTOTAL	$774,077	$3,258,428	$0	$0	$4,032,505
SPECIAL SYSTEM COMPONENTS:							
	a.	energy conservation					$0
	b.	storage tanks					$0
		SUBTOTAL	$0	$0	$0	$0	$0
CAMPUS SYSTEM COMPONENTS:							
	a.	drainage/grounds					$0
	b.	road system paving					$0
	c.	other paving					$0
		SUBTOTAL	$0	$0	$0	$0	$0
LIFE SAFETY AND LICENSURE COMPONENTS:							
	a.	Licensure					$0
	b.	Life Safety					$0
	c.	ADA					$0
	d.	Environmental					$0
							$0
		SUBTOTAL	$0	$0	$0	$0	$0
		TOTAL	$774,077	$3,258,428	$0	$0	$4,032,505

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	**FY**	**Amount**	**Source**	**FY**	**Amount**	**FY**	**Amount**	
						27-28	$ 3,258,428	*(number below*
								should equal
								Total Project Cost)
		$ -			**$ -**		**$ 3,258,428**	**$ 3,258,428**

FLORIDA COLLEGE SYSTEM

CIP 4A CAPITAL ASSET MANAGEMENT PROJECT EXPLANATION

2027-28 through 2029-30

CIP 4A

College Name	College of Central Florida
Project Title	College Wide Building Systems
Budget Entity Priority	10
Statutory Authority	Sec. 1013.64

	Noncritical	Critical
Type Project		**X**

GEOGRAPHIC LOCATION - BUILDING/FACILITY IDENTIFICATION/DESCRIPTION (If applicable)

Project/Building Name	Building No.	NASF	Site Address	City	County
IT Suite Carpet Renovation - 106	2	1,200	Ocala Main Campus	Ocala	Marion
Room 207 Office / Conference Remodel	2	615	Ocala Main Campus	Ocala	Marion
Theater Stage Floor Replacement	4	2,431	Ocala Main Campus	Ocala	Marion
Ceramics Class Sink Renovation	4	N/A	Ocala Main Campus	Ocala	Marion
Auditorium Theatrical Lighting System Upgrade	4	N/A	Ocala Main Campus	Ocala	Marion
Black Box Upgrades - (Vestibule, Storage)	4	500	Ocala Main Campus	Ocala	Marion
Testing Area - Sound Remediation	5	N/A	Ocala Main Campus	Ocala	Marion
Testing Area - Add window panel to privacy wall	5	N/A	Ocala Main Campus	Ocala	Marion
Corridor Renovation - Carpet, Paint, & Lighting	7	3,400	Ocala Main Campus	Ocala	Marion
Roof Replacement and Repairs	7	N/A	Ocala Main Campus	Ocala	Marion
Roof Replacement and Repairs	9	N/A	Ocala Main Campus	Ocala	Marion
Radiography Storage Room - R&R Pending	20	varies	Ocala Main Campus	Ocala	Marion
Klein center Acoustical Panel Replacements	40	N/A	Ocala Main Campus	Ocala	Marion
White Board Replacement	40	N/A	Ocala Main Campus	Ocala	Marion
Roof Replacement	V1	N/A	Vintage Farm	Ocala	Marion
Roof Replacement	V2	N/A	Vintage Farm	Ocala	Marion
Gutter Replacement & Repairs	C2 / C3	N/A	Citrus Campus	Lecanto	Citrus
Classroom Flooring	All	N/A	Citrus Campus	Lecanto	Citrus
Replace Classroom White Boards	All	N/A	Citrus Campus	Lecanto	Citrus
Replace Roof	C1	N/A	Citrus Campus	Lecanto	Citrus
Replace Classroom F/F (201, 202, 204, 206, 207)	C3	N/A	Citrus Campus	Lecanto	Citrus

PROJECT DESCRIPTION (PURPOSE, NEED, SCOPE)

CIP 4B CAPITAL ASSET MANAGEMENT PROJECT COST WORKSHEET

College of Central Florida **College Wide Building Systems**

CIP 4B

PROJECT COMPONENT COST AND PROJECTIONS

BUILDING SYSTEM COMPONENTS			Costs Incurred to date	2027-28	2028-29	2029-30	TOTAL
	a.	electrical					$0
	b.	envelope					$0
	c.	interior		$1,612,300			$1,612,300
	d.	mechanical					$0
	e.	plumbing					$0
	f.	roof		$562,066			$562,066
	g.	site					$0
	h.	special (fire suppression)					$0
	i.	structural					$0
	j.	elevator					$0
		SUBTOTAL	$0	$2,174,366	$0	$0	$2,174,366
CENTRAL UTILITY SYSTEM COMPONENTS:							
	a.	cogeneration					$0
	b.	cooling gen./distrib.					$0
	c.	electrical distrib.					$0
	d.	heating gen./distrib.					$0
	e.	landfill					$0
	f.	water treat./distrib.					$0
	g.	waste treatment					$0
		SUBTOTAL	$0	$0	$0	$0	$0
SPECIAL SYSTEM COMPONENTS:							
	a.	energy conservation					$0
	b.	storage tanks					$0
		SUBTOTAL	$0	$0	$0	$0	$0
CAMPUS SYSTEM COMPONENTS:							
	a.	drainage/grounds					$0
	b.	road system paving					$0
	c.	other paving					$0
		SUBTOTAL	$0	$0	$0	$0	$0
LIFE SAFETY AND LICENSURE COMPONENTS:							
	a.	Licensure					$0
	b.	Life Safety					$0
	c.	ADA					$0
	d.	Environmental					$0
							$0
		SUBTOTAL	$0	$0	$0	$0	$0
		TOTAL	$0	$2,174,366	$0	$0	$2,174,366

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	**FY**	**Amount**	**Source**	**FY**	**Amount**	**FY**	**Amount**	
						27-28	$ 2,174,366	*(number below*
								should equal
								Total Project Cost)
		$ -			**$ -**		**$ 2,174,366**	**$ 2,174,366**

FLORIDA COLLEGE SYSTEM

CIP 4A CAPITAL ASSET MANAGEMENT PROJECT EXPLANATION

2027-28 through 2029-30

CIP 4A

College Name	College of Central Florida
Project Title	College Wide Campus Systems
Budget Entity Priority	11
Statutory Authority	Sec. 1013.64

Type Project	**Noncritical**	**Critical**
		X

GEOGRAPHIC LOCATION - BUILDING/FACILITY IDENTIFICATION/DESCRIPTION (If applicable)

Project/Building Name	Building No.	NASF	Site Address	City	County
Add Street Light in Parking Lot	Site	N/A	Ocala Main Campus	Ocala	Marion
Exterior Furniture Replacement	Site	N/A	Ocala Main Campus	Ocala	Marion
Campus Wide Road Repairs	Site	N/A	Ocala Main Campus	Ocala	Marion
Welding Lab Landscaping / Hardscape	L2	N/A	Levy Campus	Chiefland	Levy
Outdoor Call Box Installation	Site	N/A	Levy Campus	Chiefland	Levy
Fuel Tanks (gas & diesel)	Site	N/A	Vintage Farm	Ocala	Marion
Exterior Furniture Replacement	Site	N/A	Vintage Farm	Ocala	Marion
Replace Back Gate Motor	Site	N/A	Vintage Farm	Ocala	Marion
Parking Lot Light Photocell Upgrades	Site	N/A	Citrus Campus	Lecanto	Citrus
Exterior Furniture Replacement	Site	N/A	Citrus Campus	Lecanto	Citrus
Demolish Barn near C1	Site	N/A	Citrus Campus	Lecanto	Citrus

PROJECT DESCRIPTION (PURPOSE, NEED, SCOPE)

APPLICABLE SURVEY RECOMMENDATIONS

Date of Survey	Recommendation No.	Requested for

CIP 4B CAPITAL ASSET MANAGEMENT PROJECT COST WORKSHEET

College of Central Florida **College Wide Campus Systems**

CIP 4B

PROJECT COMPONENT COST AND PROJECTIONS

BUILDING SYSTEM COMPONENTS			Costs Incurred to date	2027-28	2028-29	2029-30	TOTAL
	a.	electrical					$0
	b.	envelope					$0
	c.	interior					$0
	d.	mechanical					$0
	e.	plumbing					$0
	f.	roof					$0
	g.	site					$0
	h.	special (fire suppression)					$0
	i.	structural					$0
	j.	elevator					$0
		SUBTOTAL	$0	$0	$0	$0	$0
CENTRAL UTILITY SYSTEM COMPONENTS:							
	a.	cogeneration					$0
	b.	cooling gen./distrib.					$0
	c.	electrical distrib.					$0
	d.	heating gen./distrib.					$0
	e.	landfill					$0
	f.	water treat./distrib.					$0
	g.	waste treatment					$0
		SUBTOTAL	$0	$0	$0	$0	$0
SPECIAL SYSTEM COMPONENTS:							
	a.	energy conservation					$0
	b.	storage tanks					$0
		SUBTOTAL	$0	$0	$0	$0	$0
CAMPUS SYSTEM COMPONENTS:							
	a.	drainage/grounds		$229,320			$229,320
	b.	road system paving		$1,000,000			$1,000,000
	c.	other paving					$0
		SUBTOTAL	$0	$1,229,320	$0	$0	$1,229,320
LIFE SAFETY AND LICENSURE COMPONENTS:							
	a.	Licensure					$0
	b.	Life Safety					$0
	c.	ADA					$0
	d.	Environmental					$0
							$0
		SUBTOTAL	$0	$0	$0	$0	$0
		TOTAL	$0	$1,229,320	$0	$0	$1,229,320

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	**FY**	**Amount**	**Source**	**FY**	**Amount**	**FY**	**Amount**	
						27-28	$ 1,229,320	*(number below*
								should equal
								Total Project Cost)
		$ -			**$ -**		**$ 1,229,320**	**$ 1,229,320**

FLORIDA COLLEGE SYSTEM

CIP 4A CAPITAL ASSET MANAGEMENT PROJECT EXPLANATION

2027-28 through 2029-30

CIP 4A

College Name	College of Central Florida
Project Title	College Wide Life Safety
Budget Entity Priority	12
Statutory Authority	Sec. 1013.64

	Noncritical	Critical
Type Project		**X**

GEOGRAPHIC LOCATION - BUILDING/FACILITY IDENTIFICATION/DESCRIPTION (If applicable)

Project/Building Name	Building No.	NASF	Site Address	City	County
2nd Floor ADA Restroom Upgrade	1	306	Ocala Main Campus	Ocala	Marion
ADA Restroom Addition	2	2,500	Ocala Main Campus	Ocala	Marion
Auditorium Second Floor Sprinkler System	4	N/A	Ocala Main Campus	Ocala	Marion
Loading Dock ADA Ramp	4	N/A	Ocala Main Campus	Ocala	Marion
ADA Parking space and Sidewalk	18	N/A	Ocala Main Campus	Ocala	Marion
Elevator Modernization	3/4/20/40/42	N/A	Ocala Main Campus	Ocala	Marion
Elevator Communication Upgrades	All	N/A	Ocala Main Campus	Ocala	Marion
Campus Wide Drive Replacement	All	N/A	Ocala Main Campus	Ocala	Marion
ADA Parking Space at Greenhouse	V7	N/A	Vintage Farm	Ocala	Marion
Elevator Modernization	C4	N/A	Citrus Campus	Lecanto	Citrus
ADA/Equity Deficiencies List - signage, wrap drain pipes	College Wide	N/A	College Wide	CW	CW
Add / Tie into Fire Alarms at all Maint. Bldgs and Connex Boxes	College Wide	N/A	College Wide	CW	CW

PROJECT DESCRIPTION (PURPOSE, NEED, SCOPE)

APPLICABLE SURVEY RECOMMENDATIONS

Date of Survey	Recommendation No.	Requested for

CIP 4B CAPITAL ASSET MANAGEMENT PROJECT COST WORKSHEET

College of Central Florida **College Wide Life Safety**

CIP 4B

PROJECT COMPONENT COST AND PROJECTIONS

BUILDING SYSTEM COMPONENTS			Costs Incurred to date	2027-28	2028-29	2029-30	TOTAL
	a.	electrical					$0
	b.	envelope					$0
	c.	interior					$0
	d.	mechanical					$0
	e.	plumbing					$0
	f.	roof					$0
	g.	site					$0
	h.	special (fire suppression)					$0
	i.	structural					$0
	j.	elevator					$0
		SUBTOTAL	$0	$0	$0	$0	$0
CENTRAL UTILITY SYSTEM COMPONENTS:							
	a.	cogeneration					$0
	b.	cooling gen./distrib.					$0
	c.	electrical distrib.					$0
	d.	heating gen./distrib.					$0
	e.	landfill					$0
	f.	water treat./distrib.					$0
	g.	waste treatment					$0
		SUBTOTAL	$0	$0	$0	$0	$0
SPECIAL SYSTEM COMPONENTS:							
	a.	energy conservation					$0
	b.	storage tanks					$0
		SUBTOTAL	$0	$0	$0	$0	$0
CAMPUS SYSTEM COMPONENTS:							
	a.	drainage/grounds					$0
	b.	road system paving					$0
	c.	other paving					$0
		SUBTOTAL	$0	$0	$0	$0	$0
LIFE SAFETY AND LICENSURE COMPONENTS:							
	a.	Licensure					$0
	b.	Life Safety		$1,383,238			$1,383,238
	c.	ADA		$1,590,000			$1,590,000
	d.	Environmental					$0
							$0
		SUBTOTAL	$0	$2,973,238	$0	$0	$2,973,238
		TOTAL	$0	$2,973,238	$0	$0	$2,973,238

PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	**FY**	**Amount**	**Source**	**FY**	**Amount**	**FY**	**Amount**	
						27-28	$ 2,973,238	*(number below*
								should equal
								Total Project Cost)
		$ -			**$ -**		**$ 2,973,238**	**$ 2,973,238**

Capital Improvement Program

Appendices

COLLEGE OF CENTRAL FLORIDA
FACILITY LIST - BUILDING INFORMATION

NOTE: Information in this list was taken from the Facility Database as of June 2026. The database was validated in preparation for the Educational Facility Survey approved by the District Board of Trustees and subsequently reviewed and approved by the Office of Educational Facilities in the Florida Department of Education.

Campus	Building Number	Building Name	Gross Square Feet	Net Square Feet
OCALA	1	Founders Hall	28,270	22,247
	2	Science and Technology	55,871	45,754
	3	Learning Resources Center	47,315	44,865
	4	Fine Arts/Communications	49,904	45,048
	5	Bryant Student Union	47,353	39,234
	6	Allied Health	27,167	22,493
	7	Mathematics	35,174	27,114
	8	Humanities and Social Sciences	14,405	11,459
	9	Instruction Area	17,373	14,339
	10	Plant Operations	7,903	5,743
	11	Bus. Support/Veterans Ct	4,308	3,524
	12	Aquatic Center	4,990	4,778
	16	Health Science Simulation Lab	11,022	10,091
	17	Center for Nursing	42,873	37,212
	18	Learning Lab Sch/Child Care	6,391	5,759
	19	Margie Slaughter Health	26,832	23,786
	20	University Center	31,067	29,051
	23	Storage	9,500	8,513
	31	Criminal Justice Institute	17,369	11,550
	32	CF Printing	4,527	3,394
	33	Criminal Justice	6,680	5,652
	34	United States Post Office (USPO)	4,300	4,229
	35	Health Sciences	8,502	8,134
	36	College Bookstore	5,311	3,856
	37	Classrooms and Other Health Science	9,316	6,916
	38	Staff Services Storage	680	622
	39	South Campus Chiller Plant	3,792	3,097
	40	Ewers Century Center	61,925	56,432
	42	Enterprise Center	25,204	22,964
	51	Central Utility Plant	5,803	5,063

Campus	Building Number	Building Name	Gross Square Feet	Net Square Feet
	53	Athletic Development Training	918	839
	54	Athletic Storage/Weight Room	2,240	2,023
	55	Public Safety	1,853	1,558
	56	Communication System	1,036	624
	57	Plant Operations Central Receiving	14,600	12,501
	58	Plant Operations Electrical/Paint Shop	3,078	2,808
	59	Grounds Maintenance Support/Warehouse	2,168	1,930
	60	Tennis Court Support	1,020	679
	61	Tennis Courts	58,320	-
	62	Athletic Storage	7,420	357
	63	Baseball Diamond	168,720	-
	64	Baseball Complex	4,865	4,529
	65	Softball Building	1,275	974
	66	Women' Softball Locker room	2,064	1,128
	67	Baseball Training Facility	3,774	3,103
	68	Softball Training Facility	3,774	3,058
	69	Softball Field	46,414	-
	71	The Webber Center	10,554	8,548
	5000	Parking Lot #1		-
	5001	Parking Lot #2		-
	5002	Parking Lot #4		-
	5003	Parking Lot #4A		-
	5004	Parking Lot #5A		-
	5005	Parking Lot #5B		-
	5006	Parking Lot #6		-
	5007	Parking Lot #8		-
	5008	Parking Lot #9		-
	5009	Parking Lot #10		-
	5010	Parking Lot #12		-
	5011	Parking Lot #13		-
	5012	Parking Lot #15		-
	5013	Parking Lot #16		-
	5014	Parking Lot #17		-
	5015	Parking Lot #18		-
	5016	Parking Lot #19		-
	5017	Parking Lot #19A		-
	5018	Parking Lot #24		-
	5019	Parking Lot #31		-
	5020	Parking Lot #32		-

Campus	Building Number	Building Name	Gross Square Feet	Net Square Feet
	5022	Parking Lot #33		-
	5023	Parking Lot #40A		-
	5024	Parking Lot #40B		-
	5025	Parking Lot #41		-
	5026	Parking Lot #42		-
	5027	Parking Lot #71		-
	5050	Ag Exper Plot		-
	5085	Pumphouse(Pool Area)	322	308
	5087	Pumphouse (Ne Cornr)	471	442
		Total Ocala Square Footage	**956,013**	**578,328**
LEVY - FS	1	Levy - Educational Center	49,287	46,126
	2	Warehouse - L1	2,784	2,468
	3	Welding Technologies	6,000	5,205
	70	Parking Lot		0
	71	Parking Lot		0
	72	Parking Lot		0
		Total Levy-Fanning Spgs Square Footage	**58,071**	**53,799**
HAMPTON	1	Hampton Center	21,920	21,343
	2	Warehouse	1,719	1,459
	70	Parking Lot		-
		Total Hampton Square Footage	**23,639**	**22,802**
VINTAGE FARM	1	Vintage Farm Museum	3,276	2,695
	2	Barn	9,653	8,362
	3	Animal Clinic	2,854	2,471
	4	Farm Maintenance Bldg	1,696	1,221
	5	Farm Chicken Coup	706	454
	6	Farm Greenhouse	527	408
	7	Greenhouse Lab	4,356	4,200
	8	Greenhouse Mechanical Support	352	280
		Total Vintage Farm Square Footage	**18,712**	**15,611**

Campus	Building Number	Building Name	Gross Square Feet	Net Square Feet
CITRUS CAMPUS	1	Administration	3,863	3,417
	2	Multi-Purpose	29,822	29,126
	3	Classrooms And Labs	20,372	18,482
	4	Citrus Learning and Conference Center	37,216	32,292
	50	Maintenance/Storage	854	775
	51	Maintenance/Storage	1,200	1,085
	52	Pavilion	2,362	1,972
	70	Parking A- Adm/Hndcp		-
	71	Parking B-Stdnts/Vst		-
		Total Citrus Campus Square Footage	**95,689**	**87,149**
AIRPORT	99	Portable 9	1,440	1,240
		Total Airport Square Footage	**1,440**	**1,240**
APPLETON MUSEUM	1	Appleton Cultural Center	80,371	63,959
	2	Chiller Plant	2,540	2,490
	3	Carpentry Shop	1,800	1,765
	4	Appleton Museum of Art Annex	10,641	9,975
	70	Parking Lot		-
		Total Appleton Square Footage	**95,352**	**78,189**
		Total Ocala		542,136
		Total Levy		53,857
		Total Hampton		21,429
		Total Vintage Farm		15,611
		Total Airport		1,234
		Total Citrus		87,149
		Total Ocala, Levy, Hampton, VF, Airport & Citrus		**721,416**

DIVISION OF FLORIDA COLLEGES
2027-28 Request for Legislative Action

College: College of Central Florida

Requested Actions: Property acquisition (land or facilities) or construction of new facility using non-PECO fund source, which will require state operating dollars; or request for reappropriation of funds from one project to another (survey-recommended) project.

1. No request at this time.

College Wide Capital Outlay Projects
Capital Improvement Fee
PECO Sum of the Digits

PLANT OPERATIONS DEPARTMENT
MEMORANDUM

To: Chuck Prince, Vice President Administration and Finance

Date: June 15th, 2026

From: Katie Hunt, Director of Facilities

Re: FY 2026-27 Capital Outlay Project List

For your review and approval by the District Board of Trustees:

I am requesting approval to proceed with the projects listed on the attached "College of Central Florida FY2026-2027 Capital Outlay Project List" utilizing the means and methods as detailed in Florida Statute and State Requirements for Educational Facilities. The budget includes the Priority A list of projects total $38,913,331.45 with $103,416,380.00 in deferred projects and $33,235,279.00 in CIP request. I recommend funding the Project A List as detailed on the attached project list using Deferred Building Maintenance Program Allocations, PECO Project Allocations, and Capital Improvement Fee.

_____ Date_____

Charles Stone
Chair District Board of Trustees

FY26-27 Projected Funding	
FY25-26 CIF Carry Over	$10,000,000.00
FY 26-27 PECO Sum-of-the-Digits Allocations ($ x .021787)	$0.00
FY 26-27 CIF	$1,700,000.00
Deferred Maintenance Building Program Funds	$14,158.00
PECO for New Criminal Justice Instructional Center	$16,805,027.50
PECO for Health Science Technology Center EMS Program Building Renovation	$2,230,923.95
Grants – Vintage Farm ($220,000) & CAP ($4,110,031.33)	$4,330,031.00
Agricultural Sciences Classroom – Vintage Farm	$4,929,497.00
FY 26-27 TOTAL PROJECTED FUNDING	**$40,009,637.45**

Cc: Dawn Gonzalves, Daria Pietek, Christine Reynolds, Craig Davis

Date: June 15th, 2026

College of Central Florida

FY2026-27 Capital Outlay Fund 7 Project List

26-27 Project Budgets

Column1	Column2	Column3	Column4	Column5	Column6		Column62	Column7	Column8	Column9	Column10	Column11	Column12	Notes
Line Item	Site	Building No.	College Wide Project	Project Type	Requested Budget	Revenue / Expense	Funding Source	Project Status	Proposed Project Delivery	CIP PECO Request	Priority A Budget	Priority B Budget	Priority C Budget	Notes
	1	1	2nd Floor ADA Restroom Upgrades	Renovation	$ 100,000.00	Expense	CIF	Planning	Contract - Continuing Services		$ 100,000.00			
	1	2	ADA Rest Room Addition	Ren./Addition	$ 1,200,000.00	Expense	PECO	Planning	Hard Bid			$ 1,200,000.00		
	1	2	IT Suite Carpet Renovation - Room 106	Renovation	$ 12,000.00	Expense	CIF	Planning	Contract		$ 12,000.00			
	1	2	Room 207 Office / Conference Remodel	Remodel	$ 20,000.00	Expense	CIF	Planning				$ 20,000.00		
	1	3	2nd Floor Restroom Renovation	Renovation	$ 120,000.00	Expense	CIF	Planning	Contract - Continuing Services				$ 120,000.00	
	1	3	Lactation "Mothers" Room - Approved R&R Form - within Room 113	Remodel	$ 7,500.00	Expense	CIF	Planning	Day Labor		$ 7,500.00			
	1	4	Theater Stage Floor Replacement	Renovation	$ 50,000.00	Expense	CIF	Planning	Day Labor		$ 500,000.00			
	1	4	Ceramics Class Sink Renovation - R&R Pending	Renovation	$ 5,000.00	Expense	CIF	Planning	Contract		$ 5,000.00			
	1	4	Auditorium Theatrical Lighting System Upgrade	Renovation	$ 900,000.00	Expense	CIF	Planning	Contract			$ 900,000.00		
	1	4	Black Box Upgrades - (Vestibule, Storage)	Remodel	$ 110,000.00	Expense	CIF	Planning	Contract - Continuing Services		$ 110,000.00			
	1	4	Auditorium Second Floor Sprinkler System	Renovation	$ 150,000.00	Expense	CIF	Planning	Contract		$ 150,000.00			
	1	4	Loading Dock ADA Ramp	Renovation	$ 150,000.00	Expense	CIF	Planning	Contract		$ 150,000.00			
	1	5	Exterior Covered and Gated Golf Cart Storage Area	Renovation	$ 10,000.00	Expense	CIF	Planning	Contract		$ 10,000.00			
	1	5	Testing Area - Sound Remediation	Renovation	$ 50,000.00	Expense	CIF	Planning	Contract		$ 50,000.00			
	1	5	Testing Office - Add window panel to privacy wall	Renovation	$ 1,700.00	Expense	CIF	Planning	State Contract		$ 1,700.00			
	1	7	Boiler Replacement	Renovation	$ 25,000.00	Expense	CIF	Planning	Day Labor		$ 25,000.00			
	1	7	1st Floor Corridor Renovation - Carpet, Paint, and Lighting	Renovation	$ 65,000.00	Expense	CIF	Planning	State Contract / Day Labor		$ 65,000.00			
	1	7	Roof Replacement and Repairs	Renovation	$ 282,133.00	Expense	CIF	Planning	Contract		$ 282,133.00			
	1	9	Advanced Manufacturing / Engineering Technology Renovation - CAP Grant	Renovation	$ 4,110,031.00	Expense	CAP Grant	Construction	Contract - Continuing Services		$ 4,110,031.00			
	1	9	Roof Replacement and Repairs	Renovation	$ 179,933.00	Expense	CIF	Planning	Contract		$ 179,933.00			
	1	10	Plant Operations Break Room/Office Renovation	Renovation	$ 50,000.00	Expense	CIF	Planning	State Contract / Day Labor		$ 50,000.00			
	1	10	Relocate Data Closet	Renovation	$ 60,000.00	Expense	CIF	Planning	State Contract / Day Labor		$ 60,000.00			
	1	12	Bob Zelinski Athletics Building Remodel	Remodel	$ 3,626,216.00	Expense	PECO/CIF	Planning	CM	$ 3,626,216.00				CIP3 P3
	1	18	ADA Parking Space and Sidewalk	Remodel	$ 70,000.00	Expense	CIF	Planning	Contract		$ 70,000.00			
	1	18	Add Street Light in Parking Lot	Renovation	$ 5,000.00	Expense	CIF	Planning	Contract		$ 5,000.00			
	1	19	HSTC EMS Program Building Renovation	Renovation	$ 7,183,653.00	Expense	PECO	Construction	CM		$ 2,230,923.95			Final Encmubrances
	1	20	Building 20 Center for IT and Education Expansion	Remodel	$ 5,761,655.00	Expense	PECO	Planning	CM	$ 5,761,655.00				CIP3 P5
	1	20	Classroom 208 Remodel to Computer Lab - R&R Form	Renovation	$ 40,000.00	Expense	CIF	Planning	State Contract / Day Labor		$ 40,000.00			
	1	20	Radiography Storage Room - R&R Pending	Renovation	$ 20,000.00	Expense	CIF	Planning	Contract		$ 20,000.00			
	1	23 / 51	Chiller Plant Cross Connection Project (includes contingency)	New Construction	$ 3,000,000.00	Expense	CIF	Construction	State Contract		$ 1,370,508.00			
	1	40	40-108 Klein Center Acoustical Panel Replacements	Renovation	$ 75,000.00	Expense	PECO	Planning	Contract				$ 75,000.00	
	1	40	White Board Replacement (50 @ $900)	Renovation	$ 45,000.00	Expense	CIF	Planning	Contract		$ 45,000.00			
	1	42	Enterprise Center Renovation	Renovation	$ 4,389,786.00	Expense	PECO	Planning	Day Labor / Hard Bid	$ 4,389,786.00				CIP3 P4
	1	51	Chiller Pipe Coating	Renovation	$ 35,000.00	Expense	CIF	Planning	Contract		$ 35,000.00			
	1	51	Chiller Plant Actuator Replacement	Renovation	$ 7,000.00	Expense	CIF	Planning	Contract		$ 7,000.00			
	1	55	Public Safety Building 55 Addition and Renovation	Renovation / NC	$ 3,105,606.00	Expense	PECO	Planning	CM	$ 3,105,606.00				CIP3 P6
	1	57	Warehouse Shelving Repairs / Service	Renovation	$ 10,000.00	Expense	CIF	Planning	Contract		$ 10,000.00			
	1	64	Baseball Score Board Structure	Renovation	$ 60,000.00	Expense	CIF	Planning	Contract		$ 60,000.00			
	1	66	Softball Locker Room Upgrades	Renovation	$ 125,000.00	Expense	CIF	Planning	Day Labor		$ 125,000.00			
	1	2 / 3 / 20 / 40 / 42	Elevator Modernization (Priority includes B2, then B20, B40)	Renovation	$ 900,000.00	Expense	CIF	Planning	Contract		$ 900,000.00			
	1	Site	Potable Water Valve Shut-off Replacements and Service	Renovation	$ 125,000.00	Expense	CIF	Planning	Contract		$ 150,000.00			
	1	Site	Exterior Furniture Replacement	Renovation	$ 40,000.00	Expense	CIF	Planning	Contract		$ 40,000.00			
	1	Site	Elevator Communication Upgrades (Phones) - part of modernizations	Renovation	$ 10,000.00	Expense	CIF	Planning	Contract		$ 10,000.00			
	1	Site	Campus Wide HVAC Drive Replacement	Renovation	$ 30,000.00	Expense	CIF	Planning	Contract		$ 30,000.00			
	1	Site	Add Water Filtration System to City Water Supply	Renovation	$ 100,000.00	Expense	CIF	Planning	Contract		$ 100,000.00			
	1	Site	Stucco Repairs & Painting	Renovation	$ 50,000.00	Expense	CIF	Planning	Contract		$ 50,000.00			
	1	Site	Campus Wide Road Repairs	Renovation	$ 1,000,000.00	Expense	CIF	Planning	Bid		$ 500,000.00	$ 500,000.00		
	1	15-CJIC	Criminal Justice Instructional Center	New Construction	$ 17,465,200.00	Expense	PECO	Construction	CM		$ 16,805,027.50			$ 17,465,200.00
	3	Site	Welding Lab Landscaping / Hardscape	Renovation	$ 7,000.00	Expense	CIF	Planning	Contract		$ 7,000.00			
	3	L2	Build structure over fuel tanks	Renovation	$ 20,000.00	Expense	CIF	Planning	Hard Bid			$ 20,000.00		
	3	L3	Welding Lab Update - Replace 3 Make up air fans (match new side)	Renovation	$ 30,000.00	Expense	CIF	Planning	Contract		$ 30,000.00			
	3	Site	Outdoor Call Box Installation	Renovation	$ 16,000.00	Expense	CIF	Planning	Contract		$ 16,000.00			
	4	Site	Add Water Filtration System to City Water Supply	Renovation	$ 50,000.00	Expense	CIF	Planning	Contract		$ 50,000.00			Pending
	4	Site	Air Cooled Chiller #1 & #2 Replacement	Renovation	$ 700,000.00	Expense	CIF	Planning	State Contract		$ 700,000.00			Pending
	4	Site	VAV Box Replacements / HVAC Upgrades	Renovation	$ 450,000.00	Expense	CIF	Planning	State Contract		$ 450,000.00			Pending
	5	Site	ADA Parking Space at Greenhouse	Remodel	$ 70,000.00	Expense	CIF	Construction	Contract - Continuing Services		included in Greenhouse CAP			
	5	Site	Horse Pasture - Teaching Shade Structure 24'x24'	Remodel	$ 80,000.00	Expense	Grant	Planning	Contract		$ 80,000.00			VF grant funding
	5	Site	Horse Run-ins - (2)	Remodel	$ 30,000.00	Expense	Grant	Planning	Contract		$ 30,000.00			VF grant funding
	5	Site	Fuel Tanks (Gas and Diesel)	Renovation	$ 5,000.00	Expense	CIF	Planning	Contract		$ 5,000.00			
	5	Site	Exterior Furniture	Renovation	$ 20,000.00	Expense	CIF	Planning	Contract		$ 20,000.00			
	5	V1	Roof Replacement at House	Renovation	$ 35,000.00	Expense	CIF	Planning	Contract		$ 35,000.00			
	5	V2	Roof Replacement at Barn	Renovation	$ 40,000.00	Expense	CIF	Planning	Contract		$ 40,000.00			
	5	V3	Vet Clinic Building Renovation	Renovation	$ 100,000.00	Expense	CIF	Planning	Contract			$ 100,000.00		
	5	TBD	Vintage Farm Agricultural Sciences Classroom Building	New Construction	$ 9,858,994.00	Expense	PECO	Bid	Hard Bid	$ 4,929,497.00	$ 4,929,497.00			CIP3 P1
	5	Site / V3	Portable Classroom at Vet Clinic	New Construction	$ 298,000.00	Expense	CIF	Planning	Contract			$ 298,000.00		If new const not approv.
	5	Site	Replace Back Gate Motor	Renovation	$ 10,000.00	Expense	CIF	Planning	Contract		$ 10,000.00			
	6	Site	Monument Road Sign	New Construction	$ 350,000.00	Expense	CIF	Bid	Cooperative Pricing / Day Labor		$ 350,000.00			
	6	Site	Parking Lot Light Photocell Upgrades	Renovation	$ 40,000.00	Expense	CIF	Planning	Contract		$ 40,000.00			
	6	Site	Exterior Furniture	Renovation	$ 25,000.00	Expense	CIF	Planning	Contract		$ 25,000.00			
	6	Site	Demolish Barn near C1 (1,752 GSF x $35/SF)	Demolition	$ 61,320.00	Expense	CIF	Planning	Contract		$ 61,320.00			
	6	Site	Construct Metal Storage Building (1,500 GSF x $230/SF)	New Construction	$ 345,000.00	Expense	CIF	Planning	Contract		$ 345,000.00			

Date: June 15th, 2026

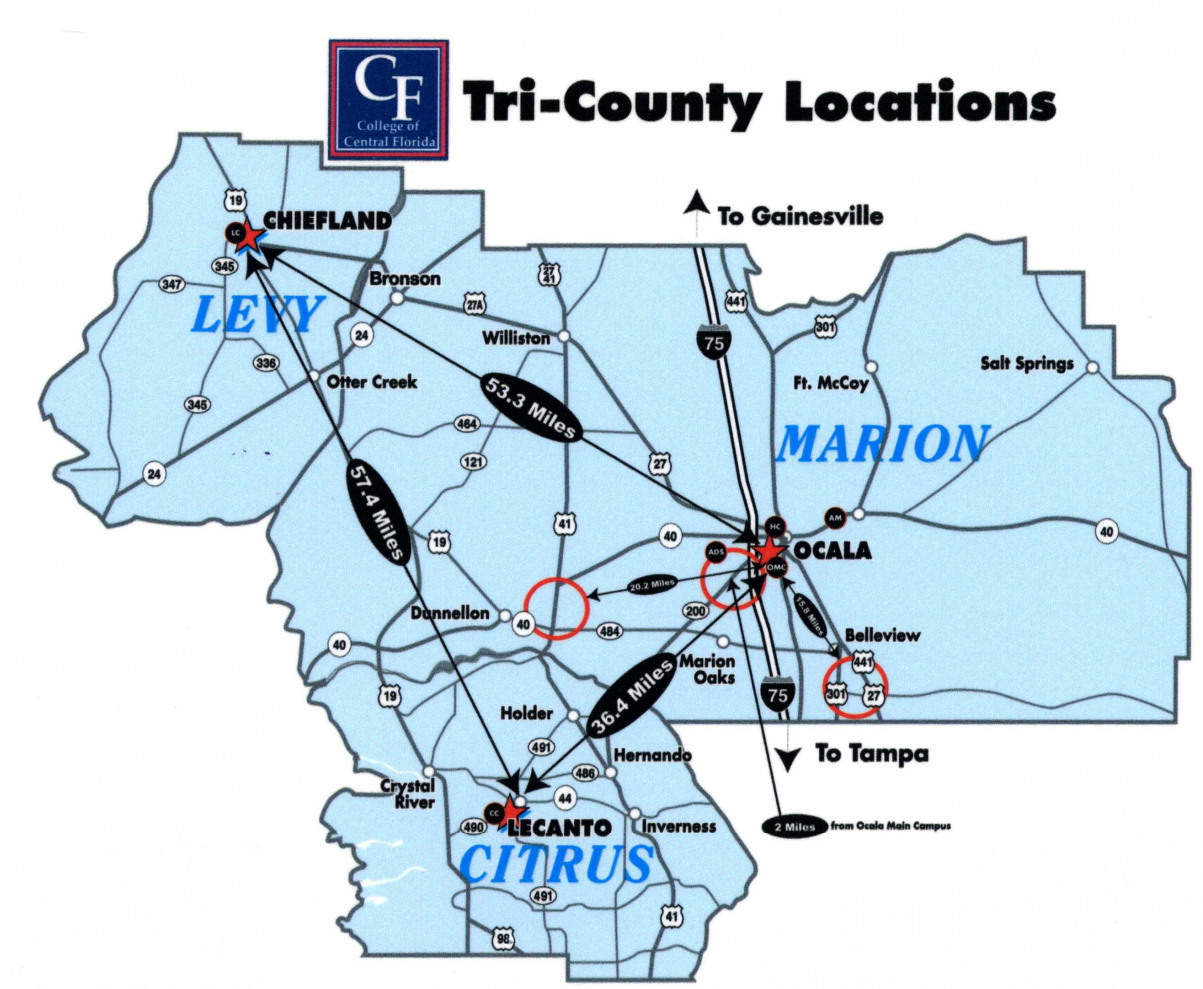
College of Central Florida

FY2026-27 Capital Outlay Fund 7 Project List

26-27 Project Budgets

	6	Site	Construct Covered Walkway between Buildings C3 and C4 (125 LF x 5'W)	New Construction	$ 65,000.00	Expense	CIF	Planning	Hard Bid		$ 65,000.00			
	6	C2/C3	Gutter Replacement & Repairs	Renovation	$ 12,000.00	Expense	CIF	Planning	Contract		$ 12,000.00			
	6	All	Classroom Flooring	Renovation	$ 100,000.00	Expense	CIF	Planning	Contract		$ 100,000.00			
	6	C2/C3	Restroom Reno. (Wall & Floor tile/counters/sinks/toilets/fixtures/partitions)	Renovation	$ 80,000.00	Expense	CIF	Planning	Contract		$ 80,000.00			
	6	C1	Replace Roof	Renovation	$ 25,000.00	Expense	CIF	Planning	Contract		$ 25,000.00			
	6	All	Replace Classroom White Boards (24x$900)	Renovation	$ 21,600.00	Expense	CIF	Planning	State Contract		$ 21,600.00			
	6	C3	Replace Classroom F/F (201, 202, 204, 206, 207)	Renovation	$ 125,000.00	Expense	CIF	Planning	Day Labor			$ 125,000.00		
	6	C3	Classroom/Lab Renovations (7,297 sf)	Renovation	$ 95,000.00	Expense	CIF	Planning	Day Labor			$ 95,000.00		
	6	C3	CW Pump 1 & 2 Replacement	Renovation	$ 11,840.00	Expense	Deferred Maintenance	Construction	State Contract		$ 5,920.00			
	6	C4	Classroom Lab Renovation - CAP Grant	Renovation	TBD	Expense	CAP Grant	Construction	State Contract / Day Labor		included in B9 CAP			
	6	C2	Health Science Renovations (Rooms 103, 104, 105, 106, 107)	Renovation	$ 375,000.00	Expense	CIF	Planning	Day Labor			$ 375,000.00		
	6	C2	Classroom/Lab/Student Lounge Renovations (4,273 sf)	Renovation	$ 60,000.00	Expense	CIF	Planning	Contract			$ 60,000.00		
	6	C4	Elevator Modernization	Renovation	$ 135,000.00	Expense	CIF	Planning	Contract		$ 135,000.00			
	7	TBD	Property Acquisition and Development - CJ, EMS & Truck Driving	New Construction	$ 8,939,220.00	Expense	PECO	Planning	CM	$ 8,939,220.00				CIP3 P2
	10	AMA	Storage Room HVAC Work	Renovation	$ 200,000.00	Expense	PECO	Planning	State Contract			$ 200,000.00		CF
	10	AMA	VAV Box Replacements - qty. (7)	Renovation	$ 100,000.00	Expense	PECO	Planning	State Contract		$ 100,000.00			
	10	AMA	Pool & Courtyard Repairs - pump, remarsite, & travertine	Renovation	$ 216,380.00	Expense	Donor	Bid	Contract			$ 216,380.00		AMA
	10	AMA	Art Walk Plans and Development	Renovation	$ 12,000.00	Expense	Donor	Planning	Contract				$ 12,000.00	AMA
	10	AMA	Art Walk Installation	Renovation	$ 100,000.00	Expense	Donor	Planning	Contract				$ 100,000.00	AMA
	CW	All	ADA / Equity Deficiencies List - signage, wrap drain pipes etc.		$ 8,238.00	Expense	Deferred Maintenance	Construction	TBD		$ 8,238.00			
	CW	ALL	Add / Tie Into Fire Alarms at all Maintenance Bldg.s and Connex Boxes		$ 150,000.00	Expense	CIF	Planning	State Contract		$ 150,000.00			
	CW	ALL	Annual Service Agreements		$ 560,000.00	Expense	PECO	Planning	Contract		$ 560,000.00			
	CW	ALL	Access Controls - Add & Upgrade Ext./Int. Locks and Interior Door Licenses		$ 400,000.00	Expense	CIF	Planning	Contract		$ 400,000.00			
	CW	ALL	Tree Maintenance		$ 50,000.00	Expense	CIF	Planning	Contract		$ 50,000.00			
	CW	ALL	College Wide General Renovations		$ 300,000.00	Expense	PECO	Planning	TBD		$ 300,000.00			
	CW	ALL	College Wide Security Systems - Upgrade & Add Access Controls		$ 2,483,299.00	Expense	PECO	CIP Request	Contract	$ 2,483,299.00				CIP4
	CW	ALL	College Wide Painting		$ 100,000.00	Expense	PECO	Planning	TBD		$ 100,000.00			
	CW	ALL	College Wide Sidewalk Repairs		$ 50,000.00	Expense	PECO	Planning	TBD		$ 50,000.00			
	CW	ALL	College Wide ADA Compliance		$ 50,000.00	Expense	PECO	Planning	TBD		$ 50,000.00			
	CW	ALL	College Wide Classroom Upgrades/Repairs		$ 150,000.00	Expense	PECO	Planning	TBD		$ 150,000.00			
	CW	ALL	College Wide Site Improvement		$ 200,000.00	Expense	PECO	Planning	TBD		$ 200,000.00			
	CW	ALL	College Wide Safety & Security		$ 200,000.00	Expense	PECO	Planning	TBD		$ 200,000.00			
	CW	ALL	College Wide HVAC Repairs		$ 150,000.00	Expense	PECO	Planning	TBD		$ 150,000.00			
	CW	ALL	College Wide Roof Repairs		$ 75,000.00	Expense	PECO	Planning	TBD		$ 75,000.00			
	CW	ALL	College Wide Signage - misc. signage & update & add Bldg. #'s		$ 75,000.00	Expense	PECO	Planning	TBD		$ 75,000.00			
	CW	ALL	College Wide Fire Alarm System Upgrades		$ 150,000.00	Expense	PECO	Planning	TBD		$ 150,000.00			
	CW	ALL	Capital Minor Equipment - Plant Operations Tools		$ 5,000.00	Expense	PECO	Planning	TBD		$ 5,000.00			
	1	H	B7 Math Science, B8 Humanities Replacement	New Construction	$ 35,000,000.00	Expense	PECO	Future CIP / Planning	CM				$ 25,000,000.00	
	1	L&M	B31-37 South Campus Building Replacement	New Construction	$ 27,000,000.00	Expense	PECO	Future CIP / Planning	CM				$ 23,000,000.00	
	1	K	B2 Science & Technology Building Replacement	New Construction	$ 3,000,000.00	Expense	PECO	Future CIP / Planning	CM				$ 26,000,000.00	
	TBD	TBD	Criminal Justice Indoor Shooting Range	New Construction	$ 3,000,000.00	Expense	PECO	Future CIP / Planning	CM				$ 3,000,000.00	
	1	5	Bryant Student Services Expansion	New Construction	$ 22,000,000.00	Expense	PECO	Future CIP / Planning	CM				$ 22,000,000.00	
			Grants - Vintage Farm ($220,000 & CAP $4,110,431.33)			Revenue	Grant				$ 4,330,031.00			
			Deferred Maintenance State Allocation			Revenue	ARP Def. Maintenance				$ 14,158.00			$ 7,619,369.00
			FY25-26 CIF Carry Over			Revenue	Carry Over				$ 10,000,000.00			
			FY26-27 CIF			Revenue	Projected				$ 1,700,000.00			
			HSTC EMS Program Building 19 Renovation			Revenue	PECO				$ 2,230,923.95			$ 7,183,653.21
			Criminal Justice Instructional Center			Revenue	PECO				$ 16,805,027.50			$ 17,465,200.00
			Vintage Farm Agricultural Sciences Classroom Building			Revenue	PECO				$ 4,929,497.00			Partial Funding

CIP PECO REQUEST	PRIORITY A TOTAL	PRIORITY B TOTAL	PRIORITY C TOTAL
$ 33,235,279.00	$ 38,913,331.45	$ 4,109,380.00	$ 99,307,000.00
AVAILABLE BUDGET	$ 40,009,637.45		
DIFFERENCE	$ 1,096,306.00		


College of Central Florida
Tri-County Locations
CHIEFLAND
LEVY
Bronson
Williston
Otter Creek
53.3 Miles
57.4 Miles
To Gainesville
Ft. McCoy
Salt Springs
MARION
OCALA
20.2 Miles
15.5 Miles
Belleview
Marion Oaks
36.4 Miles
Dunnellon
Holder
Hernando
To Tampa
Crystal River
LECANTO
Inverness
CITRUS
2 Miles from Ocala Main Campus

COLLEGE OF CENTRAL FLORIDA

27

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Building 9 Advanced Manufacturing / Engineering Technology Remodel Guaranteed Maximum Price (GMP)

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

We are requesting approval of the attached Guaranteed Maximum Price (GMP) submitted by Ausley Construction Company, LLC, for the Building 9 Advanced Manufacturing / Engineering Technology Remodel project.

The project includes the renovation of Building 9 to create multiple instructional laboratories and classrooms that will support the College's Advanced Manufacturing and Engineering Technology programs. The improvements are designed to enhance workforce training opportunities and provide modern learning environments that meet current industry standards.

The proposed GMP is $3,234,233.84. Funding for this project will be provided through the Capitalization Assistance Program (CAP) Grant. As a condition of the grant, all funds must be expended by December 31, 2026. Approval of the GMP at this time will allow the project to proceed and ensure compliance with the grant expenditure deadline.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Building 9 Manufacturing / Engineering Technology Remodel Guaranteed Maximum Price (GMP) of $3,234,233.84 with Ausley Construction Company, LLC (to be funded through the Capitalization Assistance Program) and authorize the Board Chair to sign.

PLANT OPERATIONS DEPARTMENT
MEMORANDUM

To: Chuck Prince, Vice President Administration and Finance

Date: June 15th, 2026

From: Katie Hunt, Director of Facilities

Re: Building 9 Advanced Manufacturing / Engineering Technology Remodel
Ausley Construction Agreement - Guaranteed Maximum Price (GMP)

For your review / approval and District Board of Trustees Approval:

We are requesting approval of the attached Guaranteed Maximum Price (GMP) submitted by Ausley Construction Company, LLC, for the Building 9 Advanced Manufacturing / Engineering Technology Remodel project.

The project includes the renovation of Building 9 to create multiple instructional laboratories and classrooms that will support the College's Advanced Manufacturing and Engineering Technology programs. The improvements are designed to enhance workforce training opportunities and provide modern learning environments that meet current industry standards.

The proposed GMP is $3,234,233.84 and includes the Architectural/Engineering Fee as well as construction. Funding for this project will be provided through the Capitalization Assistance Program (CAP) Grant. As a condition of the grant, all funds must be expended by December 31, 2026. Approval of the GMP at this time will allow the project to proceed and ensure compliance with the grant expenditure deadline.

_____ Date _____
Charlie Stone, Chair
District Board of Trustees

Cc: Christine Reynolds

Attached: Ausley Construction GMP

CF Building 9 Renovations
6/15/2026
Schematic Estimate Summary

Description		Total	Alt #1	Alt #2	Alt #3
01 General Conditions		$ 298,894.94			
02 Demo / Landscaping		$ 187,500.00			
03 Concrete		$ 81,500.00			
04 Masonry		$ 135,000.00			
05 Metals		$ 90,000.00			
06 Wood, Plastic		$ 120,000.00			
07 Thermal and Moisture Protection		$ 10,000.00			
08 Doors, Windows		$ 82,000.00			
09 Finishes		$ 535,262.00			
10 Specialties		$ 100,000.00			
11 Equipment		$ -			
12 Furnishings		$ -			
13 Special Construction		$ -			
14 Conveying Systems		$ -			
15 Mechanical, Plumbing, Fire Protection		$ 400,000.00			
16 Electrical		$ 343,980.00			
Subtotal		**$ 2,384,136.94**	**$ -**	**$ -**	**$ -**
Additional					
General Liability Insurance	0.88%	$ 20,980.41	$ -	$ -	$ -
Permit Fees		$ 2,500.00	$ -	$ -	$ -
Bond Costs (1.25%)		$ 29,801.71	$ -	$ -	$ -
Design Fees/Engineering (by CM)		$ 285,000.00	$ -	$ -	$ -
Subtotal		**$ 2,722,419.06**	**$ -**	**$ -**	**$ -**
Contractor Fee					
Percentage Fee	8.00%	$ 217,793.52	$ -	$ -	$ -
Fixed Fee		$ -	$ -	$ -	$ -
Subtotal		$ 217,793.52	$ -	$ -	$ -
Contract Subtotal without Contingency		**$ 2,940,212.58**	**$ -**	**$ -**	**$ -**
Project Contingency					
Contingency	10.00%	$ 294,021.26	$ -	$ -	$ -
TOTAL CONTRACT		**$ 3,234,233.84**	**$ -**	**$ -**	**$ -**

COLLEGE OF CENTRAL FLORIDA

28

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Construction Change Order Resolution – Building 9 Advanced Manufacturing / Engineering Technology Remodel

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

We are requesting authorization for any change orders related to this project, up to a cumulative total of $250,000, to be approved and signed by the President or his designee. These change orders will be presented to the Board at the next scheduled meeting for ratification.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the attached resolution and authorize the Board Chair to sign.

PLANT OPERATIONS DEPARTMENT
MEMORANDUM

To: Chuck Prince, Vice President Administration and Finance

Date: June 15th, 2026

From: Katie Hunt, Director of Facilities

Re: Building 9 Advanced Manufacturing / Engineering Technology Remodel
Ausley Construction Agreement – Change Order Resolution

For your review / approval and District Board of Trustees Approval:

This memorandum serves as a Change Order Resolution to the Guaranteed Maximum Price (GMP) submitted by Ausley Construction Company, LLC, for the Building 9 Advanced Manufacturing / Engineering Technology Remodel project in the amount of $3,234,233.84.

In addition to the GMP approval, I am requesting authorization for any cumulative change orders up to $250,000 for this project to be approved and executed by the President or his designee. These change orders will be presented to the Board at the next scheduled meeting for ratification.

Please let me know if you need additional information or clarification.

_____ Date _____
Charlie Stone, Chair
District Board of Trustees

Cc: Christine Reynolds

COLLEGE OF CENTRAL FLORIDA

29

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: General Education Changes

INITIATOR: Dr. Mark Paugh, Vice President for Academic Affairs

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

During the 2025-2026 academic year, the college Curriculum Committee formed a subcommittee charged with review of all general education course offerings in accordance with the process established by the State Board of Education in SBOE Rule 6A-14.0303 General Education Course Options. The results of that review were recommended for approval by the Curriculum Committee at its April 2026 meeting. These changes maintain the college's compliance with SBOE Rule 6A-14.0303 General Education Course Options, effective for the 2027-2028 academic year. The President recommends these changes for Board approval.

Upon approval by the Board, the annual institutional general education review and signed certification form will be submitted to the Articulation Coordinating Committee by its September 1, 2026 deadline.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the attached annual institutional general education review.

Prefix	Level	Course Number	Lab	Course Title	Credit	General Ed Core Discipline Area	General Ed Discipline Area	Course Review Status	General Education Updates	Total # Institutions Offering Course	Included in 2026-27 Gen Ed List	Last Semester & Year Course Taught
AMH	2	010		UNITED STATES HISTORY TO 1877	3	Social Sciences	Social Sciences	No Updates		40	Yes	Summer 2026
AMH	2	010		UNITED STATES HISTORY TO 1877 HONORS	3	Social Sciences	Social Sciences	No Updates		8	Yes	Summer 2026
AMH	2	020		UNITED STATES HISTORY SINCE 1877	3	Social Sciences	Social Sciences	No Updates		40	Yes	Summer 2026
AMH	2	020		UNITED STATES HISTORY SINCE 1877 HONORS	3	Social Sciences	Social Sciences	No Updates		12	Yes	Spring 2026
ANT	2	000		INTRODUCTION TO ANTHROPOLOGY	3	Social Sciences	Social Sciences	No Updates		35	Yes	Fall 2021
ARH	1	000		ART APPRECIATION	3	Humanities	Humanities	No Updates		40	Yes	Spring 2026
ARH	2	050		THE HISTORY OF ART I	3		Humanities	No Updates		32	Yes	Fall 2025
ARH	2	051		THE HISTORY OF ART II	3		Humanities	No Updates		29	Yes	Spring 2026
AST	1	002		DESCRIPTIVE ASTRONOMY	3	Natural Science	Natural Science	No Updates		39	Yes	Spring 2026
BOT	1	000		PLANT SCIENCE	3			Removed from General Education	General Education Discipline Area	3	Yes	Fall 2014
BSC	1	005		INTRODUCTION TO BIOLOGY	3	Natural Science	Natural Science	No Updates		39	Yes	Summer 2026
BSC	1	005		INTRODUCTION TO BIOLOGY HONORS	3	Natural Science	Natural Science	No Updates		8	Yes	Spring 2026
BSC	1	080		BASIC ANATOMY AND PHYSIOLOGY	3		Natural Science	No Updates		3	Yes	Summer 2026
BSC	2	010		INTEGRATED PRINCIPLES OF BIOLOGY I	3	Natural Science	Natural Science	No Updates		38	Yes	Summer 2026
BSC	2	011		INTEGRATED PRINCIPLES OF BIOLOGY II	3		Natural Science	No Updates		31	Yes	Summer 2026
BSC	2	085		HUMAN ANATOMY & PHYSIOLOGY I	3	Natural Science	Natural Science	No Updates		35	Yes	Summer 2026
BSC	2	086		HUMAN ANATOMY & PHYSIOLOGY II	3		Natural Science	No Updates		27	Yes	Summer 2026
CHM	1	020		CHEMISTRY IN SOCIETY	4	Natural Science	Natural Science	No Updates		32	Yes	Fall 2025
CHM	1	025		INTRODUCTORY CHEMISTRY	3		Natural Science	No Updates		17	Yes	Summer 2026
CHM	2	045		GENERAL CHEMISTRY I	3	Natural Science	Natural Science	No Updates		39	Yes	Summer 2026
CHM	2	046		GENERAL CHEMISTRY II	3		Natural Science	No Updates		27	Yes	Summer 2026
CHM	2	210		ORGANIC CHEMISTRY I	3		Natural Science	No Updates		8	Yes	Fall 2025
CHM	2	210		ORGANIC CHEMISTRY I HONORS	3		Natural Science	No Updates		2	Yes	Fall 2025
CHM	2	211		ORGANIC CHEMISTRY II	3		Natural Science	No Updates		8	Yes	Spring 2026
CHM	2	211		ORGANIC CHEMISTRY II HONORS	3		Natural Science	No Updates		2	Yes	Spring 2026
CPO	2	001		COMPARATIVE POLITICS	3		Social Sciences	No Updates		6	Yes	Spring 2025
DEP	2	004		HUMAN GROWTH & DEVELOPMENT	3		Social Sciences	No Updates		21	Yes	Summer 2026
DEP	2	004		HONORS HUMAN GROWTH & DEVELOPMENT	3		Social Science	No Updates		3	Yes	Fall 2025
ECO	2	013		PRINCIPLES OF ECONOMICS: MACRO	3	Social Sciences	Social Sciences	No Updates		39	Yes	Summer 2026
ECO	2	013		PRINCIPLES OF ECONOMICS - MACRO, HONORS	3	Social Sciences	Social Science	No Updates		9	Yes	Fall 2024
ECO	2	023		PRINCIPLES OF ECONOMICS: MICRO	3		Social Sciences	No Updates		28	Yes	Summer 2026
ENC	1	101		FRESHMAN COMPOSITION SKILLS I	3	Communications	Communications	No Updates		40	Yes	Summer 2026
ENC	1	101		HONORS FRESHMAN COMPOSITION SKILLS I	3	Communications	Communications	No Updates		14	Yes	Spring 2026
ENC	1	102		FRESHMAN COMPOSITION SKILLS II	3		Communications	No Updates		37	Yes	Summer 2026
ENC	1	102		HONORS FRESHMAN COMPOSITION SKILLS II	3		Communications	No Updates		11	Yes	Spring 2026
ENC	2	210		TECHNICAL COMMUNICATIONS	3		Communications	No Updates		10	Yes	Summer 2026
ESC	1	000		EARTH SCIENCE	3	Natural Science	Natural Science	No Updates		30	Yes	Summer 2026
EVR	1	001		INTRODUCTION TO ENVIRONMENTAL SCIENCE	3	Natural Science	Natural Science	No Updates		38	Yes	Summer 2026
EVR	1	001		INTRODUCTION TO ENVIRONMENTAL SCIENCES HONORS	3	Natural Science	Natural Science	No Updates		9	Yes	Fall 2025
EVR	1	264		ENVIRONMENTAL HEALTH	3		Natural Science	No Updates		2	Yes	Summer 2026
GLY	2	010	C	PHYSICAL GEOLOGY W/LAB	4	Natural Science	Natural Science	No Updates		30	Yes	Spring 2026
HUM	1	020		INTRODUCTION TO THE HUMANITIES (HONORS)	3	Humanities	Humanities	No Updates		11	Yes	Summer 2026
HUM	1	020		INTRODUCTION TO THE HUMANITIES	3	Humanities	Humanities	No Updates		38	Yes	Fall 2025
HUM	2	310		HONORS MYTHOLOGY AND THE HUMANITIES	3		Humanities	No Updates		2	Yes	Summer 2026
HUM	2	310		MYTHOLOGY AND THE HUMANITIES	3		Humanities	No Updates		4	Yes	Spring 2026
INR	2	002		INTERNATIONAL RELATIONS	3		Social Sciences	No Updates		20	Yes	Spring 2026
ISC	1	004		INTEGRATED NATURAL SCIENCES I: HONORS	3		Natural Science	No Updates		1	Yes	Fall 2012
LIT	1	000		INTRODUCTION TO LITERATURE	3	Humanities	Humanities	No Updates		32	Yes	Summer 2026
LIT	2	110		WORLD LITERATURE I	3		Humanities	No Updates		14	Yes	Fall 2025
LIT	2	110		WORLD LITERATURE I HONORS	3		Humanities	No Updates		2	Yes	Fall 2025

LIT	2	120		WORLD LITERATURE II	3		Humanities	No Updates		16	Yes	Spring 2026
LIT	2	120		WORLD LITERATURE II HONORS (17TH - 21ST CENTURY)	3		Humanities	No Updates		3	Yes	Spring 2026
MAC	1	105		COLLEGE ALGEBRA	3	Math	Math	No Updates		10	Yes	Summer 2026
MAC	1	105		HONORS COLLEGE ALGEBRA	3	Math	Math	No Updates		5	Yes	Spring 2026
MAC	1	114		TRIGONOMETRY	3		Math	No Updates		33	Yes	Summer 2026
MAC	1	140		PRECALCULUS ALGEBRA	3		Math	No Updates		31	Yes	Summer 2026
MAC	1	147		PRECALCULUS ALGEBRA/TRIGONOMETRY	5		Math	No Updates		24	Yes	Spring 2026
MAC	2	311		CALCULUS I WITH ANALYTIC GEOMETRY	4	Math	Math	No Updates		40	Yes	Summer 2026
MAC	2	311		CALCULUS I WITH ANALYTIC GEOMETRY HONORS	4	Math	Math	No Updates		11	Yes	Summer 2026
MAC	2	312		CALCULUS II WITH ANALYTIC GEOMETRY	5		Math	No Updates		36	Yes	Summer 2026
MAC	2	312		CALCULUS II WITH ANALYTIC GEOMETRY HONORS	5		Math	No Updates		6	Yes	Fall 2025
MCB	2	010		MICROBIOLOGY	3		Natural Science	No Updates		15	Yes	Summer 2026
MCB	2	010		MICROBIOLOGY HONORS	3		Natural Science	No Updates		5	Yes	Fall 2025
MGF	1	130		THINKING MATHEMATICALLY	3	Math	Math	No Updates		39	Yes	Summer 2026
MGF	1	131		MATHEMATICS IN CONTEXT	3		Math	No Updates		32	Yes	Summer 2026
MUL	1	010		MUSIC APPRECIATION	3	Humanities	Humanities	No Updates		40	Yes	Summer 2026
OCB	1	630		INTRODUCTION TO MARINE ECOLOGY	3		Natural Science	No Updates		1	Yes	Spring 2024
OCE	1	001		INTRODUCTORY OCEANOGRAPHY	3	Natural Science	Natural Science	No Updates		32	Yes	Spring 2025
PHI	1	100		INTRODUCTION TO LOGIC	3		Humanities	No Updates		12	Yes	Spring 2026
PHI	2	010		INTRODUCTION TO PHILOSOPHY	3	Humanities	Humanities	No Updates		39	Yes	Summer 2026
PHI	2	600		INTRODUCTION TO ETHICS	3		Humanities	No Updates		24	Yes	Spring 2026
PHY	1	020		ELEMENTARY PHYSICS FOR NON MAJORS	3	Natural Science	Natural Science	No Updates		33	Yes	Summer 2026
PHY	1	053	C	GENERAL PHYSICS I WITH LAB	4	Natural Science	Natural Science	No Updates		40	Yes	Fall 2025
PHY	1	054	C	GENERAL PHYSICS II WITH LAB	4		Natural Science	No Updates		29	Yes	Fall 2025
PHY	2	048	C	GEN PHYSICS W/CALCULUS I WITH LAB	5	Natural Science	Natural Science	No Updates		39	Yes	Fall 2025
PHY	2	048	C	GENERAL PHYSICS WITH CALCULUS I WITH LAB HONORS	5	Natural Science	Natural Science	No Updates		7	Yes	Spring 2026
PHY	2	049	C	GEN PHYSICS W/CALC II WITH LAB	5		Natural Science	No Updates		30	Yes	Spring 2026
PHY	2	049	C	GENERAL PHYSICS WITH CALCULUS II WITH LAB HONORS	5		Natural Science	No Updates		3	Yes	Fall 2020
POS	2	041		AMERICAN NATIONAL GOVERNMENT	3	Social Sciences	Social Sciences	No Updates		40	Yes	Summer 2026
POS	2	041		AMERICAN NATIONAL GOVERNMENT HONORS	3	Social Sciences	Social Sciences	No Updates		10	Yes	Fall 2025
PSY	2	012		GENERAL PSYCHOLOGY	3	Social Sciences	Social Sciences	No Updates		39	Yes	Summer 2026
PSY	2	012		HONORS GENERAL PSYCHOLOGY	3	Social Sciences	Social Sciences	No Updates		12	Yes	Spring 2026
PSY	2	861		POSITIVE PSYCHOLOGY: STRATEGIES FOR PERSONAL EFFECTIVENESS	3		Social Sciences	No Updates		1	Yes	Spring 2026
REL	2	300		HONORS COMPARATIVE RELIGIONS	3		Humanities	No Updates		5	Yes	Summer 2026
REL	2	300		COMPARATIVE RELIGIONS	3		Humanities	No Updates		29	Yes	Spring 2026
SOP	2	001		SOCIAL PSYCHOLOGY	3		Social Sciences	No Updates		5	Yes	Summer 2026
SPC	2	608		EFFECTIVE SPEAKING	3		Communications	No Updates		29	Yes	Summer 2026
SPC	2	608		HONORS EFFECTIVE SPEAKING	3		Communications	No Updates		8	Yes	Summer 2026
STA	2	023		ELEMENTARY STATISTICS	3	Math	Math	No Updates		40	Yes	Summer 2026
STA	2	023		HONORS ELEMENTARY STATISTICS	3	Math	Math	No Updates		13	Yes	Spring 2026
THE	1	000		INTRODUCTION TO THE THEATER	3	Humanities	Humanities	No Updates		36	Yes	Spring 2026
TPP	2	100		ACTING I	3		Communications	No Updates		4	Yes	Summer 2026
WOH	2	012		WORLD CIVILIZATIONS I	3		Social Sciences	No Updates		20	Yes	Summer 2026
WOH	2	012		HONORS WORLD CIVILIZATIONS I	3		Social Sciences	No Updates		4	Yes	Fall 2020
WOH	2	022		HONORS WORLD CIVILIZATIONS II	3		Social Sciences	No Updates		3	Yes	Summer 2026
WOH	2	022		WORLD CIVILIZATIONS II	3		Social Sciences	No Updates		23	Yes	Spring 2018

Certification Form
Academic Year 2027-28 General Education Courses

Please email signed form to Articulation@fldoe.org **no later than September 1, 2026.**

Dear Commissioner Kamoutsas,

I certify that my institution has reviewed our general education course options for compliance with Sections 1007.24, 1007.25, and 1007.55, Florida Statutes.

- ☐ Reviewed Excel spreadsheet provided by the Office of K-20 Articulation.
- ☐ Submitted new courses or changes to the Statewide Course Numbering System (SCNS).

College of Central Florida

Institution

_____	_____
Dr. James D. Henningsen, President FCS/SUS President Signature	Joyce Brancato, Vice-Chair Board of Trustee Signature
_____	_____
Date	Date

_____
Date Approved by the Board of Trustees

COLLEGE OF CENTRAL FLORIDA

30

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Study Abroad Proposed Trip for Summer 2027

INITIATOR: Mark L. Paugh
Vice President for Academic Affairs

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

The Study Abroad Faculty Committee is recommending an additional international educational experience for students during the Summer 2027 semester:

Spain: Language & Culture
May 23 – June 20, 2027

ACTION REQUESTED:

That the District Board of Trustees approve the international educational trip as presented.

Spanish Institute for Global Education

Instituto Cervantes Centro Acreditado

ESPAÑOL EN ESPAÑA fedele.org

Escuelas de Español en Andalucía

College of Central Florida - Spain Summer Program, 2027

Jean Scheppers

FOUR-WEEK IN SEVILLE

Tentative Dates: Mid-May to June 2027

What's included:

ACADEMIC

- Classroom space reserved for 20 hours per week, with the possibility of afternoon courses.
- Use of SIGE's amenities, including WiFi, projectors, whiteboards, and smartboard.
- Student and faculty use of SIGE's library and common areas.

ACCOMMODATION IN SEVILLE

- Students: Residence, shared room accommodation, and full board.
- Professor: Residence, single room accommodation, and full board.

MADRID CULTURAL PROGRAM

- Madrid tickets for Prado Museum, and Palacio Real

SERVICES INCLUDED

- Health and repatriation insurance.
- Emergency telephone number 24/7.
- Transport card for Sevilla (Bus, subway, and tram).

SEVILLA CULTURAL PROGRAM

- Guided Tour of the Sevilla City Center
- Guided Tour of the Real Alcázar
- Guided Tour of the Cathedral and Giralda
- Guided Tour of the Barrio de Santa Cruz
- Scavenger Hunt in Plaza de España and Parque de María Luisa
- Scavenger Hunt in Triana Neighborhood
- Professional Flamenco Show
- 1-Hour Flamenco Class
- Cooking Workshop
- Farewell lunch in Sevilla

Spanish Institute for Global Education
Avda. Luis de Morales 32, Floor 4 Module 6, 41018 Seville
spanishinstitute.net | info@spanishinstitute.net | +34 609 228 497

OPTIONAL - EXCURSIONS AROUND SOUTHERN SPAIN

1-NIGHT GUIDED EXCURSIONS

- Granada
  - Alhambra
  - Albaicín
  - Cathedral
  - Capilla Real
- Cádiz
  - Cathedral
  - Mercado Central de Cadiz
  - Beach

ONE-DAY GUIDED EXCURSIONS

- Córdoba
- Ronda

OVERNIGHT STAYS INCLUDE

- Hotel & breakfast (1 night). Students stay in doubles.
- Meals.
- Transportation.
- Guides.
- Entry fees to major attractions.

FEES FOR FOUR-WEEK PROGRAM IN SEVILLE, 2027

Prices calculated per student (one professor is included)

	5 to 9 Students	10-14 Students	15-19 Students
Basic Program and Services	€ 3,557	€ 2,932	€ 2,752
Excursion Córdoba	+ € 87	+ € 66	+ € 62
Excursion Ronda	+ € 84	+ € 63	+ € 55
Excursion Cádiz (1-night)	+ € 334	+ € 258	+ € 232
Excursion Granada (1-night)	+ € 434	+ € 342	+ € 281
Complete Program	**€ 4,496 per student**	**€ 3.660 per student**	**€ 3.382 per student**

(*) This quote, sent on April 30, 2026, is valid until June 30, 2026 . After that period, it may be subject to revision.

Spanish Institute for Global Education
Avda. Luis de Morales 32, Floor 4 Module 6, 41018 Seville
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MEMORANDUM OF UNDERSTANDING
BETWEEN
COLLEGE OF CENTRAL FLORIDA AND SPANISH INSTITUTE FOR GLOBAL EDUCATION

Spain Summer Program, Four Weeks 2027

WHEREAS, the Parties to the Agreement, SPANISH INSTITUTE FOR GLOBAL EDUCATION, located at Luis de Morales, 32, in Sevilla, Spain (hereafter "SIGE") and COLLEGE OF CENTRAL FLORIDA (hereafter "CCF") enter into this Memorandum of Understanding (hereafter "MOU") to establish a mutually beneficial relationship promoting the exchange of students and scholars.

WHEREAS, the purpose of this MOU is to clarify the expectations, responsibilities, and resources each institution will contribute to exchanges undertaken between them. Both institutions share a commitment to promoting and expanding international understanding, development, and friendship, as well as to stimulating and supporting educational, professional, and intercultural activities and projects among their respective students, faculty, and staff.

NOW, THEREFORE, and in consideration of the promises contained herein, the Parties agree to the following:

SUMMER PROGRAM DESCRIPTION:

The Summer Program is a cultural and linguistic program promoted by SIGE and CCF, which provides students with an intensive immersion experience in Seville, Spain. The program consists of classes and cultural activities in Madrid, Seville, and other Andalusian cities.

The 2027 program begins on May 23 and ends on June 20, the date the group leaves for the United States.

The program includes the following:

<u>Madrid</u>:

- Tickets for the Prado Museum, and the Palacio Real.

<u>Seville</u>: May 23 to June 20, 2027.

- Housing arrangements:
    - Students: Shared room in Private Residence Hall with full board.
    - Professor: Single room in Private Residence Hall with full board.

- Academic arrangements:
    - Orientation.
    - Classroom space reserved for 20 hours per week, with the possibility of afternoon courses.
    - Use of SIGE's amenities, including WiFi, projectors, whiteboards, and smartboard.
    - Student and faculty use of SIGE's library and common areas.

- Cultural Activities in Seville:
    - Guided Tour of the Sevilla City Center
    - Guided Tour of the Real Alcázar
    - Guided Tour of the Cathedral and Giralda
    - Guided Tour of the Barrio de Santa Cruz
    - Scavenger Hunt in Plaza de España and Parque de María Luisa
    - Scavenger Hunt in Triana Neighborhood
    - Professional Flamenco Show
    - 1-Hour Flamenco Class
    - Cooking Workshop
    - Farewell lunch in Sevilla

- Services included:
    - Health and repatriation insurance.
    - 24/7 Emergency telephone number.
    - Transport card for Sevilla (Bus, subway, and tram).

OPTIONAL - EXCURSIONS AROUND SOUTHERN SPAIN

<u>One-night excursion: Granada 1-night</u>:

- Accommodation: Hotel & breakfast, a double room for students, and a single room for the professor.
- Meals are included.
- Granada Guide
- Cultural activities:
    - A walk through the city center.
    - Alhambra.
    - Capilla Real.
    - Albaycin.
    - Alcaicería.

One-night excursion: Cádiz 1-night:

- Accommodation: Hotel & breakfast, a double room for students, and a single room for the professor.
- Meals are included.
- Cádiz Guide.
- Cultural activities:
    - A walk through the city center.
    - Catedral.
    - Mercado Central de Cádiz.
    - Beach.

One-Day guided excursion: Córdoba

- Córdoba Guide.
- Cultural activities:
    - Calahorra Bridge
    - Mosque-Cathedral
    - Jewish Neighbourhood
    - Historic city center

One-Day guided excursion: Ronda

- Ronda Guide.
- Cultural activities:
    - Bullring (outdoor visit)
    - Gardens with a popular viewpoint
    - New Bridge (with the option to see it from below)
    - Arab Baths
    - Old Bridge

FEES FOR FOUR-WEEK PROGRAM IN SEVILLE, 2027

Prices calculated per student (one professor is included)

	5 to 9 Students	10-14 Students	15-19 Students
Basic Program and Services	€ 3,557	€ 2,932	€ 2,752
Excursion Córdoba	+ € 87	+ € 66	+ € 62
Excursion Ronda	+ € 84	+ € 63	+ € 55
Excursion Cádiz (1-night)	+ € 334	+ € 258	+ € 232
Excursion Granada (1-night)	+ € 434	+ € 342	+ € 281
Complete Program	**€ 4,496 per student**	**€ 3.660 per student**	**€ 3.382 per student**

SIGE RESPONSIBILITIES:

1. Welcome and Orientation: SIGE will arrange for students to be met upon arrival in Seville and assist them with initial ground transportation to their accommodation.
2. SIGE shall provide CCF students and faculty with orientation services and classroom space reserved for twenty (20) hours per week, with the possibility of afternoon courses, subject to availability.
3. SIGE shall also provide access to SIGE's amenities, including WiFi, projectors, whiteboards, and smartboard, as well as student and faculty use of SIGE's library and common areas.
4. SIGE will be responsible for transportation and guides for all cultural activities. If a cultural activity must be canceled, SIGE will conduct another in its place.
5. SIGE will arrange and manage accommodation for CCF students and faculty.
6. Accommodation: Students and faculty will be housed in a student residence. Accommodation includes full board.
7. SIGE will provide support and guidance to students throughout the program's duration.
8. SIGE will arrange Medical Care and Repatriation Insurance.
9. SIGE will provide 24/7 emergency support for participating CCF students. SIGE will provide two (2) contact phone numbers at SIGE, Seville, Spain, that are reachable 24 hours a day, seven days a week. These will be used in case of emergencies by CCF administration and other approved personnel for emergency contact.
10. Student Safety: At all times, the host institution shall take reasonable steps to ensure student safety and will consult with the home institution regarding any potentially hazardous situation. Should either institution determine that student safety cannot be reasonably assured, the host institution will assist the student(s) in temporarily relocating to a safer environment or in departing the country, if necessary.
11. This agreement may be translated into different languages. However, the parties agree that the English version shall be the controlling and operative agreement between the parties.

CCF RESPONSIBILITIES:

1. CCF will inform students of their travel arrangements to the host institution. SIGE will not provide transportation (e.g., airfare) from the U.S. to the host institution.

2. CCF will determine by or before December 8, 2026 whether the program will run or be canceled based on enrollment. SIGE requires a minimum of 5 students to carry out the program.
3. Forward a copy of students' passports at least 12 weeks before the program start date to secure excursion reservations, etc. (February 28, 2027)
4. CCF will pay SIGE in accordance with the stipulated fee table and on the dates specified in this document.
5. Other Expenses for CCF Students. CCF students will be responsible for the expenses of their travel to Spain. Students are also responsible for costs related to travel, including passport, visa, and immigration fees, excess baggage fees, luggage storage, expenses related to unforeseen travel delays, and independent travel arrangements.
6. Personal Expenses. Students are responsible for all personal expenses, including school supplies, telephone charges, and personal entertainment.
7. Application process: CCF will provide SIGE with all the necessary data on the participating students and teachers to manage the program's development.
8. Student Duties and Privileges: All students under this agreement shall be subject to the academic and disciplinary regulations and class performance standards as regularly enrolled students at SIGE. Students will have the same privileges and enjoy the same access to SIGE campus facilities and amenities as regularly enrolled students.
9. CCF will take care to ensure that if a student violates the laws of the host country, it will take the necessary measures to correct this situation or even order the early return of the student, thereby losing academic accreditation and the right to reimbursement for any financial compensation.

MUTUAL RESPONSIBILITIES:

The Parties shall comply with all applicable laws and regulations in collaborating under this Agreement.

FORMS OF PAYMENT

Payment Schedule

1. 165 days prior to departure. A payment of €400 per person shall be due and payable no later than December 9, 2026.
2. 90 days prior to departure. The second payment, in an amount equal to 50% of the remaining balance, shall be due and payable no later than February 22, 2027.
3. 60 days prior to departure. The third and final payment, in an amount equal to the remaining balance, shall be due and payable no later than March 24, 2027.

Payments

Payments shall be made by bank transfer as the preferred method of payment.

Bank details are as follows:

Bank Name: CAIXABANK

Bank Address: Oficina 9715, Av. Luis de Morales 20, 41005 Sevilla, Spain

Account Name: Spanish Institute for Global Education S.L.

Account Number / IBAN: ES39 2100 8459 2802 0011 4517

SWIFT / BIC: CAIXESBBXXX

Payment by credit or debit card may be accepted upon request and shall be subject to an additional processing fee of 2% of the total amount of each payment.

WITHDRAWAL POLICY:

- CCF will determine by or before December 8, 2026 whether the program will run or be canceled based on enrollment. SIGE usually requires a minimum of 5 students to carry out a program. On December 15, 2026, SIGE will purchase all services (hotels, housing, entrance fees, etc.) of the course and program. If either CCF or a student of CCF withdraws from the program between December 15, 2026 and February 22, 2027, SIGE will refund all monies except 400 euros per student.
- Any cancellations between 30 days and the start of the program (April 23 and May 23, 2027) will result in a refund of 60 percent of the program cost to CCF.
- Cancellations after the program start (May 23, 2027 and beyond): SIGE is willing to review extraordinary situations on a case-by-case basis. However, refunds may only be considered in cases of serious illness or emergency, and the amount of the refund shall be determined individually on a recoverable cost basis at the time of withdrawal.

TERM OF AGREEMENT:

This agreement will be in force from the later of the two dates on which it is signed on behalf of each Party and will be effective for a duration of five years from that date.

The agreement may be renewed for additional periods by written agreement between the institutions, signed by their respective chief academic officers. The parties shall consult at least annually to discuss the program, resolve any problems that have arisen,

and explore opportunities for improvement. Either party may terminate this agreement by giving written notice.

TERMINATION

This Agreement may be terminated by either party, with or without cause, with 90 (ninety) days' prior written notice. All Students currently enrolled in the program at the time of notice of termination shall be allowed to complete their respective terms.

This Memorandum of Understanding encompasses the entire agreement between the partner institutions.

Central College of Florida	**Spanish Institute for Global Education Sevilla, Spain**
XXX XXX	**Dr. María Teresa Alonso Pérez-Tinao** Founder & CEO, Spanish Institute
Signature:_____ Date: _____	Signature: _____ Date: _____

Spanish Institute for Global Education

Instituto Cervantes Centro Acreditado

ESPAÑOL EN ESPAÑA fedele.org

Escuelas de Español en Andalucía

College of Central Florida - Spain Summer Program, 2027

Jean Scheppers

FOUR-WEEK IN SEVILLE

Tentative Dates: Mid-May to June 2027

What's included:

ACADEMIC

- Classroom space reserved for 20 hours per week, with the possibility of afternoon courses.
- Use of SIGE's amenities, including WiFi, projectors, whiteboards, and smartboard.
- Student and faculty use of SIGE's library and common areas.

ACCOMMODATION IN SEVILLE

- Students: Residence, shared room accommodation, and full board.
- Professor: Residence, single room accommodation, and full board.

MADRID CULTURAL PROGRAM

- Madrid tickets for Prado Museum, and Palacio Real

SERVICES INCLUDED

- Health and repatriation insurance.
- Emergency telephone number 24/7.
- Transport card for Sevilla (Bus, subway, and tram).

SEVILLA CULTURAL PROGRAM

- Guided Tour of the Sevilla City Center
- Guided Tour of the Real Alcázar
- Guided Tour of the Cathedral and Giralda
- Guided Tour of the Barrio de Santa Cruz
- Scavenger Hunt in Plaza de España and Parque de María Luisa
- Scavenger Hunt in Triana Neighborhood
- Professional Flamenco Show
- 1-Hour Flamenco Class
- Cooking Workshop
- Farewell lunch in Sevilla

OPTIONAL - EXCURSIONS AROUND SOUTHERN SPAIN

1-NIGHT GUIDED EXCURSIONS

- Granada
  - Alhambra
  - Albaicín
  - Cathedral
  - Capilla Real
- Cádiz
  - Cathedral
  - Mercado Central de Cadiz
  - Beach

ONE-DAY GUIDED EXCURSIONS

- Córdoba
- Ronda

OVERNIGHT STAYS INCLUDE

- Hotel & breakfast (1 night). Students stay in doubles.
- Meals.
- Transportation.
- Guides.
- Entry fees to major attractions.

FEES FOR FOUR-WEEK PROGRAM IN SEVILLE, 2027

$1.00 = 1.15 €

Prices calculated per student (one professor is included)

	5 to 9 Students	10-14 Students	15-19 Students
Basic Program and Services	€ 3,557 $4,091	€ 2,932 $3,372	€ 2,752 $3,165
Excursion Córdoba	+ € 87 $101	+ € 66 $76	+ € 62 $72
Excursion Ronda	+ € 84 $97	+ € 63 $73	+ € 55 $64
Excursion Cádiz (1-night)	+ € 334 $385	+ € 258 $297	+ € 232 $267
Excursion Granada (1-night)	+ € 434 $500	+ € 342 $394	+ € 281 $324
Complete Program	**€ 4,496 per student** $5,171	**€ 3.660 per student** $4,209	**€ 3.382 per student** $3,890

(*) This quote, sent on April 30, 2026, is valid until June 30, 2026 . After that period, it may be subject to revision.

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COLLEGE OF CENTRAL FLORIDA

31

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Board Calendar for 2026-2027

INITIATOR: Dr. James D. Henningsen,
President

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

Each year the Board establishes a schedule of meeting dates for the coming year. A list of meeting dates has been prepared for 2026-2027, with all meetings to be held on Wednesday, as requested by the Board.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the meeting dates for 2026-2027.

District Board of Trustees

Meeting Dates for 2026-2027

Date	Location	Time
August 26, 2026	Ocala Campus	3:00 pm
September 23, 2026	Levy Campus	3:00 pm
October 28, 2026	Ocala Campus	3:00 pm
December 2, 2026	Appleton Museum of Art	3:00 pm
January 27, 2027	Ocala Campus	3:00 pm
February 24, 2027	Ocala Campus	3:00 pm
March 24, 2027	Citrus Campus	3:00 pm
April 28, 2027	Ocala Campus	3:00 pm
May 26, 2027	Ocala Campus	3:00 pm
June 23, 2027	Ocala Campus	3:00 pm

COLLEGE OF CENTRAL FLORIDA

32

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Technology Plan 2025-2026

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

The 2026-2027 Technology Plan has been developed by the College's Technology Resources Committee, a representative group of faculty, staff and administrators.

This plan focuses on specific initiatives and recommendations that support the goals of the College. The Technology Plan is a guidebook which assists the College in planning and decision making.

RECOMMENDATION/ACTION REQUESTED:

Information item – no action required.

2026-2027
Technology Plan

Executive Summary

The Technology Plan for fiscal year 2026-2027 was developed by members of the Technology Resources Committee during 2025-2026. The names of the committee members are listed on page two of this plan.

Topics of Discussion and Committee Recommendations
The Topics of Discussion and Committee Recommendations section on page three provides a brief recap of the Committee's discussions, recommendations, and concerns regarding the college's technology. The Committee discussed the technology needs of all college constituents, focusing on security, learning, accessibility, the budget priorities of the college, and the strategic goal to "Maximize technology to support student learning and college operations."

New Technology Requests
Page four describes the New Technology Requests for 2026-2027 in order of priority assigned by the college's Technology Committee. Codes that represent the college's Budget Priorities are provided. There are also codes for the 'groups' that will benefit from the technology requests. The groups include *Student*, *Faculty*, *Administration*, *Infra* (Infrastructure) and *All*. The *Student*, *Faculty* and *Administration* groups are self-explanatory. The *Infrastructure* group is assigned to computer network and hardware requests that are important to sustaining and improving overall technology support for the college. The *All* group is specified for those requests that will benefit students, faculty, administration, and the college infrastructure. The committee recognizes the college's increased cost has reduced the resources that will be available for the 2026-2027 technology requests and the purchase of the new technology requests will be contingent on available funds and student enrollment.

Ongoing Technology Needs
Page five lists the major ongoing technology needs. Each item on the list includes the estimated annual costs for the technology.

Review of Requests for Prior Year
A review of prior technology requests on page six provides updated information regarding the technology that has been purchased and implemented.

2026-2027
Technology Plan

Technology Resources Committee Members

Lory Ann Coffey	Director, Enrollment Services
Jean Imes	Director Financial Aid
Luisina Matile	Assistant Professor, Health Sciences
Dr. Sandra Davis	Professor, Business & Technology
Faithe Ruiz	Library Director
Ben Vallance	Associate Vice President for Information Technology
Ron Kielty	Information Technology Manager
Chuck Prince	Vice President, Administration & Finance
Leah Gamble	Dean, Levy Campus
Dr. Mark Paugh	Vice President, Instructional Affairs
Josh Strigle	Director E-Learning and Learning Support Center
Dr. Sarah Satterfield	Teaching/Learning Engagement Institute
Mark Taylor	Assistant Professor, Science

2025-2026
Technology Plan

Topics of Discussion and Committee Recommendations

The members of the Technology Resources Committee met during the fiscal year to discuss IT security and the current and future technology needs of the college. The topics of discussion and committee recommendations included:

- Five-year Technology Plan: the technology resources committee will be meeting to work on the five-year plan.
- Jenzabar One Go-Live was completed new integrations are in process and some process and data cleanup is in progress full year cycle on Jenzabar one will be completed after fall 2027.
- ADP was implemented to provide Human resource software and payroll; first payroll was processed in ADP January 15 2025.
- New backup process as it relates to the Jenzabar One Software as a Service. Secondary internet service is in place for ERP.
- AI is being integrated into many software platforms including Jenzabar One and educational software. AI is also being used by criminal enterprises to scam people. Policy and procedures need to be developed to take advantage of AI and protect against it.
- AI committee is meeting regularly to develop AI policy and best practices.
- Security was discussed for continuous improvement and to identify new measures that need to be implemented for software as a service, like Jenzabar One and ADP.
- Yearly class room technology refresh will need to be restarted after a four-year pause; some class room technology is no longer supported.
- All services now require two factor authentication to access (Jenzabar one Jenzabar financial Aid MYCF portal and email).
- Criminal Justice building technology needs have been identified and in planning document.
- Course dog is being evaluated to replace several systems (Modern Campus catalog, curriculum, career pathways ED-Astra Weave)
- Technology cost have gone up dramatically due to AI datacenter construction. (Compute memory and storage) most effected.

2025-2026
Technology Plan

New Technology Requests

Strategic Priorities	**Fully Focused On Student Success**	***S1***	Strengthen a high-quality learning environment that increases student engagement and success.
		S2	Strengthen partnerships that meet workforce needs and promote the social, economic and cultural development of the community.
		S3	Promote a climate that supports team learning, success and innovation.

Benefit Groups	***All*** = Benefits all groups	***Faculty*** = Faculty Initiative	***Student*** = Student Initiative
	Admin = Administrative Initiative	***Infra*** = Infrastructure/Hardware Initiative	

New General and Academic Requests for 2026-2027

Rank	TECHNOLOGY REQUESTED General Request	Estimated Implementation Cost	Budget Priority	Benefits Group
1	Security Cameras for Vintage Farm	50,000	S3	Admin
2	Servers for Staff VDI	70,000	S2	Admin
3	Dell computers for Physical Sciences Lab	24,514	S1	Student
4	EDU Trios for Dental Hygience	33,958	S1	Student
5	Replace LED Signs for Citrus, Levy, Ocala Campuses	137,690	S1, S2	Infra
6	3D Printer for instruction at Levy	1,200	S1	Student
7	Upgrade “Zoom Room” in Citrus Campus	4,013	S1, S3	Student, Faculty
8	Upgrade Manage Detection Response to include workstations	75,000	S2, S3	Infra
9	Vertiv Lithium UPS Battery Backups	8,580	S3	Admin
10	Replacement of theatrical lighting system	1,000,000	S1	Student, Faculty
11	Replacement laptops for IT administrators	5,200	S3	Admin
12	Replacement laptops for Kielty and Jones	4,000	S3	Admin
13	VIRTI Virtual simulation subscription for Professional Development	3,979	S2, S3	Admin, Faculty
	Total General Requests	**$1,418,134**		

2025-2026
Technology Plan

Ongoing Need – (Must Do)

Description of the Ongoing Request	25-26 Estimated Cost	Budget Priority	Benefit Groups
Security Scan – Annual service required for IT audits Perform two security penetration tests on the network and servers, including virtual environments, to detect, assess and rectify security vulnerabilities. Dell security log monitoring	$65,000 $39,000	S1, S3	***Infra***
Support continuous disaster recovery enhancements Single mode fiber for redundant networking redundant backup sites.	$45,000	S1	***Infra***
Jenzabar One ERP J1, CX, JICS (MyCF portal) and Higher Reach (non-credit)	$644,800	S1, S3	***All***
Microsoft campus license, VMWare software license, Service Contracts Cost is FTE based	$920,136	S1	***All***
Course Management System, Canvas Year 1 license	$84,284	S1, S3	***Faculty Student***
ISP – Internet Service Provider Florida Lambda Rail, City of Ocala–secondary ISP & wireless, ISP for rental spaces	$61,500	S1, S3	***All***

2025-2026
Technology Plan

Strategic Priorities	**Fully Focused On Student Success**	***S1***	Strengthen a high-quality learning environment that increases student engagement and success.
		S2	Strengthen partnerships that meet workforce needs and promote the social, economic and cultural development of the community.
		S3	Promote a climate that supports team learning, success and innovation.

Benefit Groups	***All*** = Benefits all groups	***Faculty*** = Faculty Initiative	***Student*** = Student Initiative
	Admin = Administrative Initiative	***Infra*** = Infrastructure/Hardware Initiative	

	TECHNOLOGY REQUESTED **Prior Year** **General Request**	**Estimated Implementation Cost**	**Budget Priority**	**Benefits Group**
	(4) BadgePass Printers (2 for Ocala, 1 Citrus, 1 Levy)	16,865	S3	Admin
	Business & Economics - current faculty laptop refresh	10,468	S1, S3	Student
	Laptop with a large screen for employee traveling to multiple campuses for orientations	1,018		Admin
	Subscription for Coronary Intermediate $5,173 (per year). Mentice care laptop upgrade protection $1,200. Annual subscription for Mentice Care Gold coverage for Healthcare System (HCS) clients that own a VIST simulator (G5, G7, G7+) $6,300	12,673	S1	Student
	Laptop for the SonoSim Ultrasound Training Solution.	1,018	S1	Student
	2 Dolphin/IQ Transcranial Doppler (TCD) Systems for Citrus campus	63,502	S1	Student
	(2) HuddleCam HC20X-SIMPLTRACK3 $1,363/each; (2) Kramer CA-USB3/AAE-50 USB extension cable type A(F) to USB Type A(M) USB 3.0 50-feet $94/each; (2) PTX Optics universal ceiling mount $52/each (Citrus classroom upgrade)	3,018	S1,S3	Student
	Yearly subscription for Lobby Central cloud service for Levy Campus	1,026	S2	Admin
	Laptop for Dassance Fine Arts Center box office station	1,300	S2	Admin
	Sound system loudspeaker replacement for the Dassance Fine Arts Center auditorium	50,000	S1	Student
	Lighting fixtures replacement for the Dassance Fine Arts Center auditorium	30,000	S1	Student
	Complete lighting system replacement for the Dassance Fine Arts Center auditorium. Includes shipping & Installation	900,000	S1	Student

2025-2026
Technology Plan

	TECHNOLOGY REQUESTED Prior Year General Request	Estimated Implementation Cost	Budget Priority	Benefits Group
	Laptop replacement for Kielty and Jones	4,000	S2	Admin
	Replacement LED signs for Citrus, Levy, Ocala and Hampton	100,000	S2	ALL
	(3) Crestrong DM NVXs	2,500	S1	Student
	ManageEngine	37,700	S2	ALL
	Network Switches	281,100	S1	ALL
	(4) Servers for staff VDI environment	100,000	S1	ALL
	Student refresh of all terminals and some monitors	490,000	S3	Student
	Wireless access point replacement	197,000	S3	ALL
	Apple iMac computer for Marketing & Public Relations	1,747	S3	Admin
	High-quality photo and video equipment for Marketing & Public Relations	4,213	S2	Admin
	Dual screen laptop for the Director of Facilities remote work and meetings	1,700	S2	Community
	Printer for signage department in maintenance	3,270	S2	Community
	Total General Requests	**$2,314,118**		

COLLEGE OF CENTRAL FLORIDA

33

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Monthly Financial Summary Report – May

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

Each month the Board is provided with the Monthly Financial Summary Report for all funds and additional information of general college operations (Fund 1) indicating major fiscal matters, including trends, revenue, and expense analysis. The Monthly Financial Summary Report is attached.

RECOMMENDATION/ACTION REQUESTED:

That the Board acknowledges the receipt of the Monthly Financial Summary Report and requests the report be filed with the Board meeting records.

COLLEGE OF CENTRAL FLORIDA

May 2026 Financial Summary
Variance Notes
FY 2024-25 TO FY 2025-26

Executive Summary

Total Student Fees increased in Tuition and Laboratory Fees due to an increase in Headcount Enrollment of 6.6% for Fall 2025, 7.5% for Spring 2026 and 0.43% for Summer 2026. Total Support from State Governments increased due to the increase in state appropriations. The decline in the Florida Prime interest rate attributed to the decrease in Pooled Interest in Other Revenue.

Total Expenses increased in Employee Benefits because of the College enrolling in the State Health Insurance on January 1, 2025. Software costs associated with the Implementation of Jenzabar One and ADP attributed to the increases in Supply & Materials and in Capital Outlays.

COLLEGE OF CENTRAL FLORIDA
GENERAL COLLEGE OPERATIONS FUND 1
MONTHLY FINANCIAL SUMMARY AS OF MAY 31, 2026
FOR FISCAL YEARS 2025 AND 2026
Reflecting Actual Results for 92% of the Fiscal Year

		FY 2024-25 5/31/2025	FY 2025-26 5/31/2026	25/26 % Inc (Dec)	24/25 % Inc (Dec)	FY 2025-26 Budget	25/26 % of Budget Recognized	24/25 % of Budget Recognized
	REVENUES							
1	Student Fees	14,742,089	15,565,795	6%	12%	15,481,348	101%	108%
2	State Support	37,548,615	39,528,922	5%	-5%	43,146,825	92%	88%
3	Other Revenue	3,397,212	3,081,939	-9%	7%	3,688,974	84%	136%
4	Transfer from Fund Balance	0	0	0%	0%	2,000,000	0%	0%
5	**TOTAL REVENUE**	55,687,916	58,176,656	4%	0%	64,317,147	90%	93%
	EXPENSES							
	Personnel Expense							
6	Salary and Wages	25,898,263	26,546,007	3%	5%	32,091,472	83%	84%
7	Employee Benefits	8,823,632	10,296,870	17%	17%	11,543,652	89%	89%
8	Subtotal Personnel Expense	34,721,895	36,842,877	6%	8%	43,635,124	84%	85%
	Current Expenses							
9	Operating	7,255,502	7,474,067	3%	-5%	13,500,612	55%	60%
10	Supply & Material	2,577,072	3,031,470	18%	23%	1,965,650	154%	141%
11	Transfers & Other Exp	1,315,981	1,339,371	2%	-51%	3,265,761	41%	51%
12	Subtotal Current Expense	11,148,555	11,844,908	6%	-11%	18,732,023	63%	66%
13	**Capital Outlay Expense**	1,827,900	2,304,915	26%	9%	1,950,000	118%	85%
14	**TOTAL EXPENSES**	47,698,350	50,992,700	7%	3%	64,317,147	79%	80%
15	**Incr/Decr to Fund Balance**	7,989,566	7,183,956	-10%	-13%	0		

COLLEGE OF CENTRAL FLORIDA
SCHEDULE OF ACCOUNTS
Income Statement
As of May 31, 2026

	CURRENT FUND UNRESTRICTED	CURRENT FUND RESTRICTED	AUXILIARY CURRENT	LOAN AND ENDOWMENTS	SCHOLARSHIP RESTRICTED	AGENCY FUND	UNEXPENDED PLANT	TOTAL
	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6	Fund 7	
Revenue:								
Student Fees	15,565,795	993,819	-	-	605,345	-	1,925,098	19,090,057
State Support	39,528,922	-	-	-	-	-	7,420,041	46,948,963
Federal Support	75,075	-	-	-	21,769,244	5,950,820	-	27,795,139
Gifts, Grants	-	4,261,641	-	-	-	-	-	4,261,641
Sales and Service Department	930,323	322,475	662,491	-	-	-	-	1,915,289
Interest Earnings	1,960,465	-	-	-	-	-	1,235	1,961,700
Other Revenue	116,076	-	-	-	2,526	-	-	118,602
Non-Revenue Receipts (transfers)	-	1,694,796	-	-	-	-	-	1,694,796
Total Revenue	58,176,656	7,272,732	662,491	-	22,377,115	5,950,820	9,346,374	103,786,188
Expenses:								
Personnel Services	36,842,877	4,198,521	212,598	-	-	-	117,119	41,371,115
Current Expense	11,844,908	2,262,090	259,286	-	23,146,452	5,950,820	510,780	43,974,336
Capital Outlay	2,304,915	535,109	3,122	-	-	-	10,659,519	13,502,665
Total Expenses	50,992,700	6,995,720	475,006	-	23,146,452	5,950,820	11,287,418	98,848,116
Net Change in Fund Balance	7,183,956	277,012	187,485	-	(769,337)	-	(1,941,044)	4,938,072

COLLEGE OF CENTRAL FLORIDA

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AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: CF Foundation Audit, 990 and DSO Checklist
January 1, 2025 - December 31, 2025

INITIATOR: Christopher R. Knife
Vice President of Institutional Advancement/CEO of CF Foundation

THROUGH: Charles A. Prince
Vice President of Administration & Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

In accordance with Section 1004.70(5), Florida Statutes, the CF Foundation annually presents to the College of Central Florida District Board of Trustees the Foundation's annual audit and Direct Support Organization (DSO) checklist for their acknowledgement and receipt.

The Vice President of Institutional Development / Chief Executive Officer of the CF Foundation and the Chief Fiscal Officer of the CF Foundation, have attached the audit for the fiscal period ending December 31, 2025, IRS Form 990 and the Direct Support Organizations (DSO) Audit Review Check List.

The CF Foundation's financial statements were found to be presented fairly and in the opinion of the auditors is an unmodified and clean audit.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees acknowledge receipt of the CF Foundation's annual audit and DSO checklist for the period ending December 31, 2025.

2025

College of Central Florida Foundation, Inc.
A Component Unit of the College of
Central Florida

Financial Statements and Independent Auditor's Report

December 31, 2025

PURVIS GRAY
CERTIFIED PUBLIC ACCOUNTANTS

FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITOR'S REPORT

COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.
OCALA, FLORIDA
A COMPONENT UNIT OF THE
COLLEGE OF CENTRAL FLORIDA

DECEMBER 31, 2025

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PURVIS GRAY

INDEPENDENT AUDITOR'S REPORT

Board of Directors
College of Central Florida Foundation, Inc.

Opinion
We have audited the accompanying financial statements of the College of Central Florida Foundation, Inc. (the Foundation), a component unit of the College of Central Florida, as of and for the year ended December 31, 2025, and the related notes to the financial statements, which collectively comprise the Foundation's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Foundation as of December 31, 2025, and the changes in its financial position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion
We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Foundation, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements
Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Foundation's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance

and, therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Foundation's internal control. Accordingly, no such opinion is expressed.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Foundation's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements,

and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the statement of net position by account and statement of revenues, expenses, and changes in net position by account, but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 3, 2026, on our consideration of the Foundation's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Foundation's internal control over financial reporting and compliance.

Purvis Gray

June 3, 2026
Ocala, Florida

COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC. – OCALA, FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
DECEMBER 31, 2025

This section of the College of Central Florida Foundation, Inc.'s (the Foundation) annual financial report presents our discussion and analysis of financial performance for the fiscal periods ending on December 31, 2025 and 2024. Please read it in conjunction with the preceding Independent Auditor's Report and financial statements following this section.

OVERVIEW OF FINANCIAL STATEMENTS

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Revenues, Expenses, and Changes in Net Position provide information about activities and present a longer-term view of financial position. The Statement of Cash Flows provides information regarding net cash from (used in) various activities.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. These notes are in integral part of these financial statements and should be read as a part of the financial statements in order for the reader to have a clear understanding of the activities and performance.

NET POSITION

	December 2025	December 2024
Current Assets	$ 6,523,676	$ 6,337,706
Capital Assets, Net	21,974,314	21,568,993
Non-Current Assets	130,209,960	113,969,528
Total Assets	158,707,950	141,876,227
Current Liabilities	834,247	803,918
Long-Term Liabilities	109,036	18,706
Total Liabilities	943,283	822,624
Total Deferred Inflows of Resources	119,871	106,521
Net Position		
Net Investment in Capital Assets	21,881,722	21,568,993
Restricted:	111,851,143	97,898,818
Board Designated	20,869,458	18,406,304
Undesignated Purpose	3,042,473	3,072,967
Total Net Position at End of Year	$ 157,644,796	$ 140,947,082

FINANCIAL ANALYSIS

In comparing 2025 activity to 2024 activity, we note the following:

Total assets increased by 11.86%, or $16.8 million. Current assets increased by 2.93%, or $185,970. Capital assets increased by 1.88%, or $405,321. Non-current assets, including the Foundation's investment accounts, increased by $16.2 million, or 14.25%, during 2025 due primarily to investment growth. There was also a net increase of $120,659 in total liabilities which includes the long-term subscription renewal of Blackbaud software, an increase in Accounts Payable due to timing of payment to the student housing management company, and deferred interest on new gift annuities.

Deferred inflows of resources increased by $13,350 to reflect the change in market value of gift annuities and charitable remainder trusts during 2025.

CHANGES IN NET POSITION

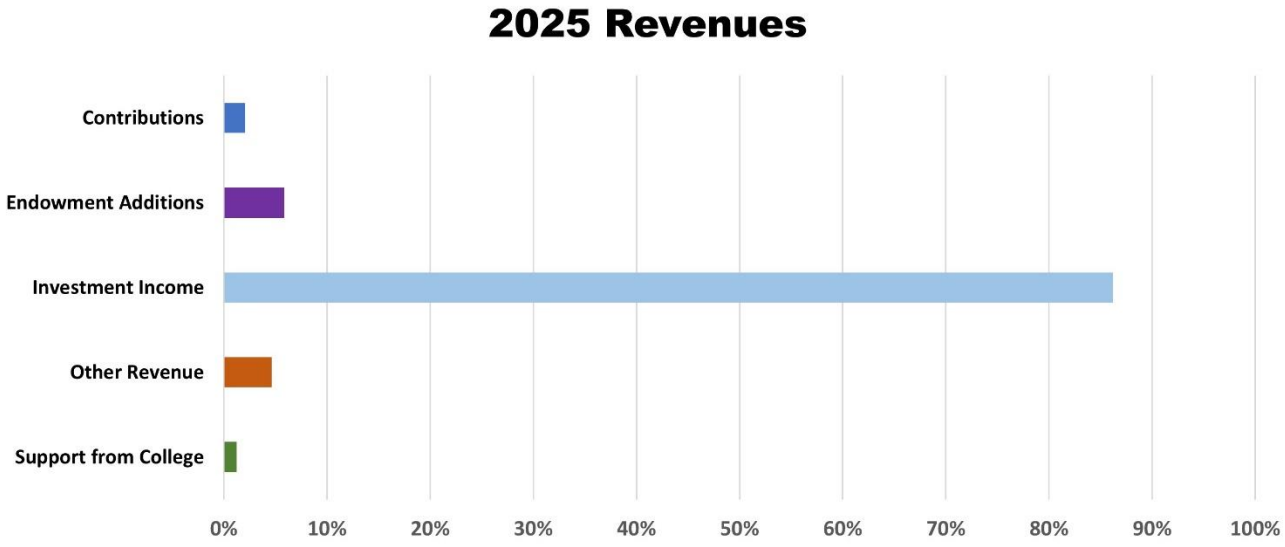
	December 2025	December 2024
Revenue:		
Operating - Contributions	$ 443,690	$ 368,381
Operating - Investment Income	18,528,121	11,176,176
Operating - Other	77,412	84,225
Total Revenue	19,049,223	11,628,782
Expenses:		
Program Services	5,152,685	6,664,494
Total Expenses	5,152,685	6,664,494
Operating Income	13,896,538	4,964,288
Non Capital Subsidies		
Support from College	264,794	325,894
Total Non-Capital Subsidies	264,794	325,894
Operating Income (loss) and Non-Capital Subsidies	14,161,332	5,290,182
Non-Operating (Expense)	2,536,382	7,622,835
Change in Net Position	16,697,714	12,913,017
Net Position, Beginning of Year	140,947,082	128,034,065
Net Position, End of Year	$ 157,644,796	$ 140,947,082

Significant differences between 2025 and 2024 revenues and expenses are discussed below:

REVENUES

Operating Revenue: Overall, operating revenue increased by $7.4 million compared to 2024, with investment income increasing by $7.3 million due to favorable market conditions during 2025. In recognizing the effects of GASB Statement 103, *Financial Reporting Model Improvements*, rental income and support from the College of Central Florida (the College) are no longer reported as operating revenues. The Foundation also experienced an increase in private contributions in comparison to 2024.

Endowment Additions Revenue: Permanently restricted contributions to the endowment fund experienced a $5,099,774 decrease in comparison to 2024, due to the fact that no extraordinarily large gifts were received in 2025 as had been received in previous years.



Contributions consists of private, non-endowed contributions.

Endowment Additions - permanently restricted contributions added to the endowment fund.

Investment Income is comprised of investment earnings, changes in values of life insurance and split interest agreements, and gain/loss on land held for investment purposes.

Other Revenue is comprised of revenue from rental income and revenue from special events.

Support from College is comprised of limited salary and program support.

EXPENSES

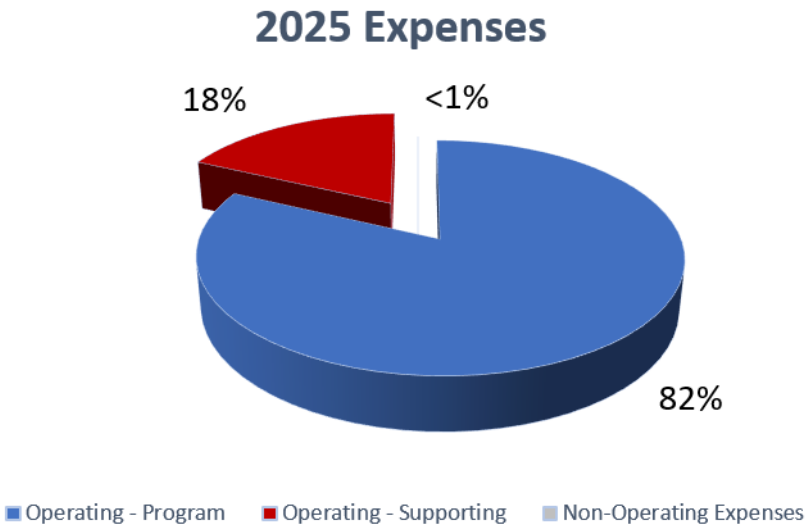
Operating – Program Expenses include scholarships, academic program and institutional support, as well as distributions for temporarily restricted purposes. Also included in this category is general and administrative expenses including personnel costs, insurance, utilities, and maintenance. In 2025, the supporting expenses totaled $992,366, an increase of 6.7%, or $62,425, in comparison to 2024 expenses due to an increase in personnel costs and professional fees.

Also included in this category are expenses associated with donor relations, special events, and student housing. In recognizing the effects of GASB Statement 103, *Financial Reporting Model Improvements*, rental income and Support from College are reported as general administration program services. A majority of operating program expenses are funded through earnings on endowments. Although the Foundation's fiscal year is January to December, endowment allocations are made in line with the College's academic and fiscal year which is July to June.

During 2025, the Foundation provided $1,110,228 in scholarship support, $1,068,268 in academic program support, and $776,817 in institutional support. Overall, 2025 program expenses decreased by 22.68% in comparison to 2024, primarily due to the Enterprise Center Building depreciation expense of $1.5 million recorded in 2024 at the time the building was transferred to the College.

The Foundation's Board of Directors (the Board) approved an endowment-spending rate of 3.5% for endowed scholarship and chair awards during the 2025 academic year, keeping it constant since the 2022 academic year.

Non-Operating Revenue (Expenses), which consists of interest expense of $1,481 compared to $9,859 in 2024 due to remaining Enterprise Center depreciation.



NET POSITION

As a result of the foregoing activity, net position increased by 11.85% or $16,697,714 to $157,644,796. Included in unrestricted net position are board-designated reserve accounts that have been established as follows:

Scholarship Reserve	$ 2,613,429
Endowed Chair/Grant Reserve	731,749
Insurance Reserve	32,000
Scholarships	8,557,903
Chairs	8,828,328
Other	106,049
Total Revenue	$ 20,869,458

DEBT ADMINISTRATION

	December 2025	December 2024
Long-Term Debt: Subscription payable	$ 50,120	$ -
Total	$ 50,120	$ -

OTHER

In late 2013, the Board approved a 5% investment in core property and alternatives, implemented January 2014. Since inception with the current investment firm, the core endowment has earned 8.11% overall, with core property earning 6.43%. The Foundation's total portfolio 3-year annualized return is 12.96%.

The Foundation is well positioned to continue to provide the College with resources to assist in carrying out its mission, to provide quality higher educational opportunities to the residents of Citrus, Levy, and Marion counties (our tri-county service area). The Foundation looks back with pride and forward with anticipation to the achievements made possible with the efforts and involvement of the Foundation's Board and the College's District Board of Trustees, our donors, volunteers, and community supporters.

REQUESTS FOR INFORMATION

This section of the Foundation's annual financial report is designed to provide a general overview of the Foundation's finances. Questions about any of the information provided in this report or requests for additional financial information should be addressed to the Chief Fiscal Officer, CF Foundation, 3001 SW College Rd, The Enterprise Center, 2nd Floor, Ocala, Florida 34474-4415, or by calling 352-873-5808.

BASIC FINANCIAL STATEMENTS

COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC. - OCALA, FLORIDA
STATEMENT OF NET POSITION
DECEMBER 31, 2025

ASSETS	
Current Assets	
Cash and Cash Equivalents	$ 6,343,624
Pledge Receivable, Current Portion, Net	40,966
Prepaid Expenses and Other Current Assets	139,086
Total Current Assets	6,523,676
Capital Assets, Net	
Capital Assets Not Being Depreciated	20,607,947
Capital Assets Being Depreciated, Net	1,366,367
Total Capital Assets, Net	21,974,314
Non-Current Assets	
Cash and Cash Equivalents - Endowment	2,206,691
Investments	127,944,971
Charitable Remainder Trusts	35,675
Cash Surrender Value of Life Insurance	22,623
Total Non-Current Assets	130,209,960
Total Assets	158,707,950
LIABILITIES	
Current Liabilities	
Accounts Payable and Accrued Expenses	318,916
Scholarship Payable	312,757
Escrow - Housing Deposits	80,995
Unearned Revenue	67,334
Current Portion of Gift Annuity Payable	11,773
Current Portion Subscription Payable	42,472
Total Current Liabilities	834,247
Long-Term Liabilities	
Long-Term Portion of Gift Annuity Payable	58,916
Subscription Payable	50,120
Total Long-Term Liabilities	109,036
Total Liabilities	943,283
Deferred Inflows of Resources	
Charitable Remainder Trusts	35,675
Gift Annuity	84,196
Total Deferred Inflows of Resources	119,871
NET POSITION	
Net Position	
Net Investment in Capital Assets	21,881,722
Restricted:	
Non-Expendable	108,527,777
Expendable	3,323,366
Unrestricted:	
Undesignated	3,042,473
Board Designated	20,869,458
Total Net Position	$ 157,644,796

See accompanying notes.

COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC. - OCALA, FLORIDA
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
FOR THE YEAR ENDED DECEMBER 31, 2025

Operating Revenues	
Private Contributions	$ 443,690
Investment Income	18,528,121
Special Events	77,412
Total Operating Revenues	19,049,223
Operating Expenses	
Program Services:	
Donor Relations	253,004
Institutional Support	776,817
Scholarships	1,110,228
Academic Program Support	1,068,268
Special Events	24,253
Student Housing	927,739
Enterprise Center	10
General Administration	992,366
Total Operating Expenses	5,152,685
Operating Income	13,896,538
Non-Capital Subsidies	
Support from College of Central Florida	264,794
Total Non-Capital Subsidies	264,794
Operating Income and Non-Capital Subsidies	14,161,332
Non-Operating Revenue (Expense)	
Interest Expense	(1,481)
Rental Income and Fees	921,922
Private Endowment Contributions	1,257,141
Capital Contributions - Donated Art Collection	358,800
Total Non-Operating Revenue	2,536,382
Change in Net Position	16,697,714
Net Position, Beginning of Year	140,947,082
Net Position, End of Year	$ 157,644,796

See accompanying notes.

COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC. - OCALA, FLORIDA
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2025

Cash Flows from Operating Activities	
Cash Received from Donors	$ 1,902,818
Cash Paid to College of Central Florida, Vendors, and Suppliers	(5,047,899)
Cash Received for Investments and Dividends	3,914,032
Cash Received from Sale of Investments	23,937,513
Cash Paid for Purchases of Investments	(31,671,001)
Net Cash Provided by (Used in) Operating Activities	(6,964,537)
Cash Flows from Non-Capital Financing Activities	
Cash Received from Rental Tenants	921,922
Non-Capital Subsidies Received - Support from College	264,794
Net Cash Provided by Non-Capital Financing Activities	1,186,716
Cash Flows from Capital and Related Financing Activities	
Acquisition and Construction of Capital Assets	(72,893)
Bond, Note and Lease Payable Principal Payments	(44,921)
Net Cash Provided by (Used in) Financing Activities	(117,814)
Net Increase (Decrease) in Cash and Cash Equivalents	(5,895,635)
Cash and Cash Equivalents, Beginning of Year	14,445,950
Cash and Cash Equivalents, End of Year	$ 8,550,315
Shown on the Statement of Net Position as:	
Cash and Cash Equivalents	$ 6,343,624
Cash and Cash Equivalents - Endowment	2,206,691
Total Cash and Cash Equivalents	$ 8,550,315
Reconciliation of Operating Income to Net Cash Used in (Provided by) Operating Activities	
Operating Income	$ 13,896,538
Adjustments to Reconcile Operating Income to Net Cash Used in (Provided by) Operating Activities:	
Depreciation and Amortization	162,404
Transfer of Assets to College	
Net Realized and Unrealized Gain on Investments	(22,360,927)
Private Endowment Contributions	1,257,141
Decrease (Increase) in:	
Charitable Remainder Trusts	(4,205)
Pledges Receivable	40,965
Prepaid Expenses and Other Current Assets	2,130
Increase (Decrease) in:	
Accounts Payable and Accrued Expenses	34,812
Scholarships Payable	(94,560)
Escrow - Housing Deposits	9,266
Unearned Revenue	32,666
Gift Annuity Payable	45,883
Change in Deferred Inflow of Resources	13,350
Total Adjustments	(20,861,075)
Net Cash Provided (Used in) by Operating Activities	$ (6,964,537)
Significant Transactions Not Affecting Cash	
Subscription-Based Information Technology Arrangement	$ 136,032

See accompanying notes.

COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC. - OCALA, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2025

Note 1 - Summary of Significant Accounting Policies

Nature of Organization—The College of Central Florida Foundation, Inc. (the Foundation) is a direct support organization as provided for in Section 240.331, Florida Statutes, and is considered a component unit of the College of Central Florida (the College) in Ocala, Florida. The Foundation was formed in 1959 as a 501(c)(3) not-for-profit organization whose objective is to provide students attending the College with funds to pursue their collegiate training and to provide the College with funds to carry on any proper activity at the College.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation—The financial statements of the Foundation have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for governmental accounting and financial reporting.

For financial reporting purposes, the Foundation is considered a special-purpose government engaged only in business-type activities. Accordingly, the Foundation prepares its financial statements using the economic resources measurement focus and the accrual basis of accounting in accordance with GAAP for proprietary funds, which is similar to those for private business enterprises. Accordingly, revenues are recorded when earned and expenses are recorded when incurred.

Fund Accounting—To ensure observance of limitations and restrictions placed on the use of resources available to the Foundation, the accounts of the Foundation are maintained in accordance with the principles of fund accounting. This is the procedure by which resources for various purposes are classified for accounting and reporting purposes into funds established according to their nature and purposes. All of the Foundation's financial activity is accounted for in a single enterprise fund, which is broken down into the following sub-accounts:

Operating Account—Includes unrestricted and restricted resources and represents the portion of expendable funds that are available for support of operations and funds available for use in accordance with specific restrictions, respectively.

Endowment Account—Records non-expendable donations received by the Foundation subject to donor-imposed restrictions and unrestricted donations received by the Foundation subject to designation by the Foundation's Board of Directors (the Board), requiring that the principal be invested in perpetuity and that only income (including appreciation) can be used for scholarships and endowed chair activities. The endowment principal balance fluctuates as investment income, including realized and unrealized appreciation, and is allocated to each endowment on a pro rata basis based on its balance as a percentage of the total endowment fund. Beginning in 1992, the Board approved the unrestricted operating fund to charge up to a 2.5% reinvestment fee against current earnings to recover the costs of administering endowment and general operations. During the 2025 fiscal year, a reinvestment fee of 1.35% was charged. The spending rate for the endowments is set by the Board. During the 2025 fiscal year, a spending rate of 3.5% was approved.

Museum Collection Account—Consists of the artwork and collections of the Appleton Museum of Art. Art acquisitions are recorded at cost if purchased or at market value on the date of receipt if donated, based on a bona fide appraisal. Although the artwork and collections have been capitalized, they are considered inexhaustible and, therefore, not depreciable.

Student Housing Account—Includes the student housing facility and related debt to further assist students attending the College. Rental revenues and operating and maintenance expenses are also recorded in the account.

Enterprise Center Account—Includes office building and related debt. Rental revenues and operating expenses are also recorded in the account. The Enterprise Center was transferred to the College in June of 2024.

Net Position—The Foundation classifies its net position into the following three categories:

Net Investment in Capital Assets—Represents the Foundation's total investment in capital assets, net of accumulated depreciation, reduced by the outstanding debt obligations attributable to the acquisition, construction, or improvement of those assets. Deferred outflows of resources and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets or related debt should also be included in this component of net position.

Restricted—The restricted component of net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Generally, a liability relates to restricted assets if the asset results from a resource flow that also results in the recognition of a liability or if the liability will be liquidated with the restricted assets reported.

Non-Expendable Restricted Net Position—Consists of endowment and similar type funds in which donors or other outside sources have stipulated, as a condition of the gift instrument, that the principal is to be maintained inviolate and in perpetuity and invested for the purpose of producing present and future income, which may either be expended or added to principal.

Expendable Restricted Net Position—Includes resources in which the Foundation is legally or contractually obligated to spend resources in accordance with restrictions imposed by external third parties.

Unrestricted—The unrestricted component of net position is the net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted component of net position.

When an expense is incurred that can be paid using either restricted or unrestricted resources, the Foundation's policy is to first apply the expense toward restricted resources, and then toward unrestricted resources.

Classification of Revenues—The Foundation classifies its revenues as operating or non-operating according to the following criteria:

Operating Revenues—Includes the primary activities of contributions from donors, investment income, and special events.

Non-Operating Revenues—Include revenues derived from contributions restricted for capital additions or endowments, rental activities, and non-capital subsidies which represent resources received from other governments, organizations, or individuals for purposes other than capital acquisition or construction. Non-operating revenues are reported in accordance with the requirements of GASB Statement No. 103, *Financial Reporting Model Improvements*.

Donor Restricted Endowments—Investment income, including unrealized appreciation and depreciation, is allocated to each endowment account on a pro rata basis based on the non-expendable endowment balance. In accordance with state law, these funds are then available for expenditure when the specific donor criteria are met. The Foundation accounts for endowments using the total return method, which utilizes both income and capital appreciation to be withdrawn for spending. The maximum allowable spending amount is stated in the investment policy.

Cash and Cash Equivalents—Cash and cash equivalents consist of cash, certificates of deposit, money market accounts, and highly liquid fixed income investments with original maturities of three months or less. Cash and cash equivalents that are part of the endowment account are classified as non-current assets in the statement of net position, as they are not intended to be used for current operating costs.

Capital Assets—Capital assets purchased or acquired with an original cost of $5,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the estimated useful lives of the assets, which range from five years for most equipment to forty years for buildings.

Bequest Receivable—Assets left to the Foundation through the provisions of a will or an estate plan that has not been received as of the end of the fiscal year.

Pledges Receivable—Legally enforceable pledges, less an allowance for uncollectible amounts, are recorded as a receivable and revenue in the year made for current period use. Pledges for endowments are considered voluntary non-exchange transactions and the contribution cannot be recognized until all the eligibility requirements are met, including time restrictions. Therefore, pledges for endowments are not recorded on the financial statements until the funds are received.

Investments—The Foundation follows GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*. Under this provision, contributed marketable securities are recorded at their fair value at the date of donation. Purchased marketable securities are recorded and carried at fair value with increases and decreases being charged and credited to the statement of revenues, expenses, and changes in net position.

Accrued Compensated Absences—The Foundation accrues accumulated unpaid vacation and sick leave and associated employer-related costs when earned (or estimated to be earned) by the employee. Eligible employees are entitled to annual vacation and sick leave with pay. The employees are generally allowed to accumulate vacation leave. A maximum of 450 hours may be carried over from year to year, of which 330 hours will be paid upon termination. Sick leave balances accrue for employees who are actively employed

and who have completed ten years of service. However, payment upon termination is limited to the lesser of 60 days or 1/2 of the employee's sick leave balance for those employees who were hired on or after July 1, 1998, or 1/2 of the employee's sick leave balance for those employees hired prior to July 1, 1998.

Estimates—The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Income Taxes—The Foundation is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. Therefore, no provision for income taxes has been made in the accompanying financial statements. Contributions to the Foundation qualify for the charitable contribution tax deduction.

Donated Property, Materials, and Services—Donated property used to further the purposes of the Foundation is recorded at acquisition value at the time of donation. Donated materials and services used to further the purposes of the Foundation are recorded at the amount it deems it would reasonably pay to obtain such materials and services. The Foundation frequently receives donations of property and materials, which it in turn, contributes to the College. These amounts are not recorded in the Foundation's accounting records.

Split Interest Agreements—The Foundation has adopted GASB Statement No. 81, *Irrevocable Split-Interest Agreements*. In accordance with GASB Statement No. 81, assets received under split-interest agreements are recorded as follows:

- Assets for Resources Received or Receivable
- A Liability for the Lead Interest That is Assigned to Other Beneficiaries
- A Deferred Inflow of Resources for the Government's Unconditional Remainder Interest

Changes in assets recognized pursuant to irrevocable split-interest agreements, such as those resulting from interest, dividends, and changes in fair value, are recognized as an increase or decrease in the related deferred inflow of resources. The amount recognized as the liability representing the lead interest assigned to other beneficiaries, have been recorded based on the settlement amount as measured by an evaluation technique that incorporates assumptions reflecting the specific provisions of the agreements. Those assumptions include: (a) the payment provisions of the agreement; (b) the estimated rate of return of the assets; (c) the mortality rate (if the term is life-contingent); and (d) the discount rate if a present value technique is used.

For agreements in which the Foundation is the lead interest beneficiary, the Foundation will recognize revenue for the beneficial interest applicable to the reporting period as stipulated in the irrevocable split-interest agreement. For agreements in which the Foundation is the remainder interest beneficiary, the Foundation will recognize revenue for the beneficial interest at the termination of the agreements, as stipulated in the irrevocable split-interest agreement.

Subscription-Based Information Technology Arrangements (SBITA)—The Foundation recognizes SBITA liabilities and an intangible right-to-use asset in the financial statements.

At the commencement of a SBITA, the Foundation measures the liability at the present value of payments expected to be made during the subscription term. Subsequently, the liability is reduced by the principal portion of the subscription payments made. The SBITA asset is initially measured as the initial amount of the SBITA liability, adjusted for subscription payments made at or before the commencement date, plus certain initial implementation cost. Subsequently, the SBITA asset is amortized on a straight-line basis over its useful life.

Adoption of New Accounting Pronouncement

During the fiscal year ended December 31, 2025, the Foundation adopted GASB Statement No. 103, *Financial Reporting Model Improvements*. Implementation of the Statement resulted in changes to certain financial statement presentation and disclosure requirements, including updates to management's discussion and analysis reporting, and proprietary fund reporting classification. The adoption of this Statement did not have a material impact on Foundation's financial position.

Note 2 - Leasing Activities

The Foundation has various lease agreements to receive rental income for short-term leases that are 12 months or less which are as follows:

- A 99-year lease on property located in Columbus, Ohio, was donated. Rent of $2,500 is payable in advance every three months. The lease expired in 2022 and is renewable in perpetuity at the option of the lessee.

- Single-family residence located in Ocala, Florida, on a portion of land that was purchased by the Foundation for construction of the student housing facility. Rent of $1,450 is payable monthly on the 1st of each month. This lease expires on March 31, 2027.

- Single-family residence located in Ocala, Florida, on a portion of land that was purchased by the Foundation for construction of the student housing facility. Rent of $1,700 is payable on the 1st of each month. The lease expires on May 31, 2026.

- College Square, a 48-unit student residence that houses 192 students, charges monthly rent of between $480 and $530, depending on the length of lease. The length of a lease varies, depending on the tenants' needs. The Foundation has contracted with Roberts Real Estate, Inc., since January 2018 to manage the property. The property's daily operations are handled through the management office at College Square.

Note 3 - Cash, Cash Equivalents, and Investments

Investments are recorded at fair value. Securities traded on a national exchange are valued at the last reported sales price. Corporate bonds not traded on a national exchange are based on equivalent values of comparable securities with similar yield and risk. The fair value of real estate investments is based on

independent appraisals. Investments in hedge funds are generally valued at fair value, by the management of the fund by reference to the value of the underlying fund's assets, if available, or by the valuations of a fund's underlying assets as provided by the general partner or investment manager, if the assets are not publicly traded. Other investments not having an established market are recorded at estimated fair value.

The Foundation has established an investment policy for its endowed investments. The majority of its endowed investments are managed by SEI Investments Management Corp. The Foundation has a separate investment policy for the Edith Marie Appleton Endowment and Arthur Appleton Endowment, which are managed by the Northern Trust Company. The Foundation's investment managers are required to oversee the management of the portfolios pursuant to investment policies adopted by the Board.

In accordance with GASB Statement No. 40, *Deposit and Investment Risk Disclosures*, the Foundation's investments in securities and investment funds are reported by investment type at fair value in the composition of investments below:

Endowment Investment	Maturities (Years)	Credit Rating	Fair Value	Fair Value Measurement Level
Edith Marie Appleton Endowment:				
Investment Grade Fixed	4.31	A to AA	$ 1,237,525	1
High Yield Bonds	2.81	B	354,218	1
Equities	N/A	N/A	3,911,341	1
Global Real Estate	N/A	N/A	58,162	1
Cash and Cash Equivalents	N/A	N/A	379,029	N/A
Commodity ETFs	N/A	N/A	119,289	N/A
Total			6,059,564	
Arthur Appleton Endowment:				
Investment Grade Fixed	4.31	AA	4,126,922	1
High Yield Bonds	2.81	B	1,181,253	1
Equities	N/A	N/A	13,037,194	1
Global Real Estate	N/A	N/A	193,960	1
Cash and Cash Equivalents	N/A	N/A	1,269,561	N/A
Commodity ETFs	N/A	N/A	397,499	N/A
Total			20,206,389	
Other Endowment Investments:				
Investment Grade Fixed Income	5.87	BBB to +	19,378,153	1
Non-Investment Grade Fixed Income	3.86	B+	1,948,816	1
Investment Bonds	10.15	BBB-	1,966,109	1
U.S. Equity Funds	N/A	N/A	28,591,985	1
Equities	N/A	N/A	38,371,959	1
Hedge Funds	N/A	N/A	4,880,231	2
Mutual Fund	1.75	AA	4,846,498	1
Cash and Cash Equivalents	N/A	N/A	558,101	N/A
			100,541,852	
Total Endowment Investment			$ 126,807,805	

Non-endowed assets held for various temporarily restricted and unrestricted purposes are invested separately and managed in accordance with the Board's approval for non-endowed investments:

Non-Endowment Investment	Maturities (Years)	Credit Rating	Fair Value	Fair Value Measurement Level
Other Investments:				
Investment Grade Fixed Income	5.38	AA- to AA	$ 2,755,224	1
Non-Investment Grade Fixed Income	3.86	BB	303,019	1
Investment Bonds	10.15	BB	285,614	1
Total Non-Endowment Investment			3,343,857	
Total Investments			$ 130,151,662	

Both endowed and non-endowed investments are shown in the accompanying statement of net position as follows:

Cash and Cash Equivalents – Endowment	$ 2,206,691
Investments	127,944,971
Total Investments	130,151,662
Cash and Cash Equivalents	6,343,624
Total Cash and Investments	$ 136,495,286

The Foundation categorizes the fair value measurements of its investments based on the hierarchy established by GAAP. The fair value hierarchy, which has three levels, is based on the valuation inputs used to measure an asset's fair value: Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs, which are based on matrix pricing or evaluated pricing methodologies; Level 3 inputs are significant unobservable inputs. The Foundation does not have any investments that are Level 3 inputs.

GASB Statement No. 40 establishes disclosure requirements related to the following types of investment risks:

Credit Risk—Credit risk relates to the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Credit for debt securities of the Foundation are displayed in the above schedule. Investment ratings are from Moody's Investor Services, Inc., Standard & Poor's, and Fitch. SEI Investments Management Corp. manages the other endowed investments and seeks "real return" for the portfolio. Fixed income securities managed by SEI Investments Management Corp. may invest in debt securities of any credit quality and with a broad range of maturities.

Interest Rate Risk—Interest rate risk exists when there is a possibility that changes in interest rates could adversely affect an investment's fair value. The weighted average maturity for the Arthur Appleton Endowment and the Edith Marie Appleton Endowment and the duration for the Other Endowed Investments are presented in the above schedule.

Custodial Credit Risk—For deposits at December 31, 2025, cash and cash equivalents, including cash and cash equivalents held in endowment, were held by depositories, and the bank balances amounted to $8,550,315. Cash deposits are held by banks qualified as public depositories under Florida law. All

deposits are insured by federal depository insurance, up to specified limits, or collateralized with securities held in Florida's multiple financial institution collateral pool as required by Chapter 280, Florida Statutes. There are funds that are not insured by the Federal Deposit Insurance Corporation; this primarily includes funds held as investments by the Foundation.

For investments, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Foundation will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

- **Arthur Appleton Endowment and Edith Marie Appleton Endowment**
  All investments are held in a counterparty account for the Northern Trust Company, a trust department, as custodian for the above referenced client accounts.

- **Other Endowed Investments**
  All investments are held by SEI Investments Management Corp., a trust department, as custodian for the above-referenced client accounts.

Concentration of Credit Risk—Disclosure of any issuer of investments that in the aggregate are 5% or more of the portfolio is required to be disclosed as a concentration of credit risk (investments issued by or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments are exempt). As of December 31, 2025, there were no concentrations of credit risk.

Foreign Currency Credit Risk—Investments include exposure to international equity securities. Fluctuating exchange rates will have an impact on the performance of those investments. No investments are completed with the sole intent to profit from changes in foreign currency exchange rates.

Note 4 - Charitable Gift and Remainder Annuity Trusts

As of December 31, 2025, the Foundation holds a remainder interest in a charitable remainder trust. Under the terms of the trust, the beneficiaries are to receive annual distributions during the lifetime of the donor(s). Upon the death of the donor(s), the funds remaining will be endowed or spent in accordance with the wishes of the donor(s).

As of December 31, 2025, the Foundation has entered into charitable gift annuity agreements with donors. Under terms of these agreements, the beneficiaries are to receive annual distributions of an amount equal to between 6.1% and 7.3% of the original principal of the trust for the life of the donor(s). The present value of the annuity payment liabilities at December 31, 2025, has been calculated based on the respective payouts and discount rates as determined by the trust documents. This amount is reflected on the balance sheet as a gift annuity liability. Upon the death of the donor(s), any funds remaining will be endowed or spent in accordance with the wishes of the donor(s) (see Note 10 for change in the liability for the fiscal year ended December 31, 2025).

Note 5 - Capital Assets

A summary of Appleton Museum of Art and all other property and equipment of the Foundation is as follows at December 31, 2025:

	Beginning Balance	Increases	Decreases	Ending Balance
Student Housing and Rental Houses				
Property and Equipment Not Being Depreciated:				
Land	$ 459,640	$ -	$ -	$ 459,640
Capital Assets Being Depreciated:				
Student Housing Buildings and Improvements	3,808,773	49,693	-	3,858,466
Rental Houses	109,237	-	-	109,237
Total Capital Assets Being Depreciated	3,918,010	49,693	-	3,967,703
Less Accumulated Depreciation:				
Student Housing Buildings and Improvements	(2,517,440)	(119,059)	-	(2,636,499)
Rental Houses	(78,579)	(3,395)	-	(81,974)
Total Accumulated Depreciation	(2,596,019)	(122,454)	-	(2,718,473)
Total Capital Assets Being Depreciated, Net	1,321,991	(72,761)	-	1,249,230
Total Student Housing and Rental Houses, Net	$ 1,781,631	$ (72,761)	$ -	$ 1,708,870

	Beginning Balance	Increases	Decreases	Ending Balance
Other Capital Assets				
Capital Assets Not Being Depreciated:				
Appleton Collection and Artwork	$ 19,374,255	$ 382,000	$ -	$ 19,756,255
Other Donated Collections and Artwork	46,201	-	-	46,201
Land - Lot 7, College Park	16,000	-	-	16,000
Land - Ohio Downtown Commercial Property	160,000	-	-	160,000
Land - Orange Lake, Marion County	169,851	-	-	169,851
Total Capital Assets Not Being Depreciated	19,766,307	382,000	-	20,148,307
Capital Assets Being Depreciated:				
Office Equipment	1,250	-		1,250
Intangible Right-to-Use Software Agreement	84,226	136,032	-	220,258
Total Capital Assets Being Depreciated	85,476	136,032	-	221,508
Less Accumulated Depreciation:				
Office Equipment	(1,250)	-	-	(1,250)
Intangible Right-to-Use Software Agreement	(63,171)	(39,950)	-	(103,121)
Total Accumulated Depreciation	(64,421)	(39,950)	-	(104,371)
Total Capital Assets Being Depreciated, Net	21,055	96,082	-	117,137
Other Capital Assets, Net	19,787,362	96,082	-	19,883,444
Total Capital Assets - at Cost	24,229,433	567,725		24,797,158
Total Accumulated Depreciation	(2,660,440)	(162,404)		(2,822,844)
Total Capital Assets, Net	$ 21,568,993	$ 405,321	$ -	$ 21,974,314

Total depreciation expense for the year ended December 31, 2025, was 162,404.

The total value of the artwork and collections at the Appleton Museum of Art exceeds the $19,756,255 which is recorded in the accounting records of the Foundation, based on a professional appraisal of the top items in the collection, together with acquisitions that have been made since that time. The remaining items in the collection that were not appraised have not been included in the capitalization of the collection. During 2021, the Appleton Museum of Art received the collection of artwork owned by Florida Institute of Technology's Foosaner Art Museum and Ruth Funk Center for Textile Arts. This collection was previously appraised by the donor and valued at $4.6 million. The Appleton Museum of Art has begun the process of evaluating the collection to determine which items will be accessioned into the permanent collection. At this time, it has been determined that items valued at approximately $1.4 million will be accessioned, capitalized, and added to the permanent collection.

Note 6 - Net Position

Net position consists of the following at December 31, 2025:

Operating Account		
Unrestricted:		
Board Designated Revenue for Scholarships	$ 2,613,429	
Board Designated Revenue for Chairs	731,749	
Board Designated Revenue for Insurance	32,000	
Undesignated	1,917,897	
Net Investment in Capital Assets	370,396	
Total Unrestricted Operating Account		$ 5,665,471
Restricted:		
Restricted for Annual and Major Gifts Campaign	387,985	
Restricted for Other Uses	2,935,381	
Total Restricted Operating Account		3,323,366
Total Operating Account		8,988,837
Endowment Account		
Non-Expendable:		
Total Endowed for Scholarships	40,194,953	
Total Endowed for Appleton Museum	26,301,606	
Total Endowed for Chairs	36,156,906	
Total Promise for Future Endowment	5,764,640	
Total Endowed for Other Purposes	109,672	
Total Non-Expendable		108,527,777
Board Designated:		
Board Designated Scholarships	8,557,903	
Board Designated Chairs	8,828,328	
Board Designated Other	106,049	
Total Board Designated		17,492,280
Total Endowment Account		126,020,057
Museum Collection Account		
Invested in Capital Assets	19,802,456	
Total Museum Collection Account		19,802,456
Student Housing Account		
Invested in Capital Assets	1,708,869	
Unrestricted	1,074,577	
Total Student Housing Account		2,783,446
Enterprise Center Account		
Unrestricted	50,000	
Total Enterprise Center Account		50,000
Total Net Position		$ 157,644,796

Note 7 - Scholarships

Foundation scholarships are awarded to individuals according to the stipulations placed on the scholarship by the donor or the Foundation. Scholarships are awarded to eligible students through the College Financial Aid Office and certified by the Director of Financial Aid when the requirements in the donor letter of understanding are satisfied.

Scholarship expense was recognized in the following accounts during the year ended December 31, 2025:

From Endowment Accounts	$	975,139
From Restricted Accounts		135,089
Total	$	1,110,228

Note 8 - Academic Program Support

The Foundation expended a total of $1,068,268 for academic program support. In 1994, the Foundation began an endowed chairs program. The expenses for academic program support consisted of the following types of expenses:

Endowed Chairs Program	$	634,736
Professional Fees		401,208
Other Academic Support		32,324
Total	$	1,068,268

All chairs are funded from endowed investment earnings. Currently, there are five endowed chair categories:

- Category 1 - Teaching and Learning Environment
- Category 2 - State-of-the-Art Learning
- Category 3 - Cultural Environment
- Category 4 - Educational Environment
- Category 5 - New Initiative

Note 9 - Support from College of Central Florida

All employees of the Foundation are considered employees of the College. All salaries, benefits, retirement benefits through the Florida Retirement System, and payroll taxes are paid by the College. The Foundation agreed to reimburse the College for a portion of such payroll expenses for the year ended December 31, 2025, based on a memorandum of understanding. Actual expenses of $877,706 exceeded the payments of $667,569 made by the Foundation, of which $210,137 is included as support from the College and personnel expenses in the statement of revenues, expenses, and changes in net position.

Note 10 - Gift Annuities

The Foundation's long-term liabilities include gift annuities. The following is a schedule of changes in the Foundation's non-current liabilities for the fiscal year ended December 31, 2025:

	Beginning Balance	Additions	Deletions	Ending Balance	Amount Due Within One Year
Business-Type Activities					
Gift Annuity	$ 24,806	$ 53,663	$ (7,780)	$ 70,689	$ 11,773
Total Non-Current Liabilities	$ 24,806	$ 56,663	$ (7,780)	$ 70,689	$ 11,773

Note 11 - Insurance Policies

The Foundation is the owner of two life insurance policies that have cash surrender values totaling $22,623.

Note 12 - Risk Management

The Foundation is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the Foundation or College carries commercial insurance. Insurance against losses are provided through the Florida Community College Risk Management Consortium and others for the following types of risk:

Workers' Compensation	Property Damage
Health	Liability

There was no significant reduction in insurance coverage from the prior year. Also, there were no settlements in excess of coverage for the past three years.

Note 13 - Annual Fund and Major Gifts Campaign

The Foundation, at the request of the College, conducts an annual fund campaign to support growth beyond the traditional revenue sources.

Pledges received for temporarily restricted purposes are recorded when made by the donor, less an uncollectible allowance. Pledge receivable activity is summarized as follows:

Pledges Receivable, December 31, 2024, Gross	$ 100,000
Additions	12,095
Payments Received	(61,660)
Discount on Pledge Receivable	(5,034)
Current Year Write-Offs	(435)
Pledges Receivable, December 31, 2025, Gross	44,966
Allowance for Uncollectible Pledges	(4,000)
Pledges Receivable, December 31, 2025	$ 40,966

All contributions and pledges received for the annual fund and capital campaigns are recorded in the restricted operating account since the Foundation is obligated to spend the resources in accordance with the restrictions imposed by the donors.

Note 14 - Subscription-Based Information Technology Arrangements

The Foundation entered an agreement with Blackbaud for software that requires recognition under GASB Statement No. 96. The agreement is a three-year agreement initiated in the 2022 fiscal year. The Foundation makes annual payments each year, the payment amount escalates by 8% each year. The Foundation has imputed an interest rate of 4.8% to determine the present value of the intangible right-to-use asset and SBITA liability. Initially $136,032 was recorded as intangible right-to-use software arrangements in capital assets. The asset will be amortized over the lease term Principal and Interest Expected to Maturity:

Fiscal Year	Principal	Interest	Total
2025	$ 92,592	$ 1,482	$ 94,074
Total	$ 92,592	$ 1,482	$ 94,074

OTHER INFORMATION

COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC. - OCALA, FLORIDA
STATEMENT OF NET POSITION BY ACCOUNT
DECEMBER 31, 2025

	Enterprise Fund						
	Operating						
	Unrestricted Account	Restricted Account	Endowment Account	Museum Collection Account	Student Housing Account	Enterprise Center Account	Total
ASSETS							
Current Assets							
Cash and Cash Equivalents	$ 1,762,143	$ 3,304,248	$ -	$ -	$ 1,227,233	$ 50,000	$ 6,343,624
Pledges Receivable, Current Portion, Net	-	40,966	-	-	-	-	40,966
Prepaid Expenses and Other Current Assets	51,955	375	86,506	-	250	-	139,086
Total Current Assets	1,814,098	3,345,589	86,506	-	1,227,483	50,000	6,523,676
Capital Assets, Net							
Capital Assets Not Being Depreciated	345,851	-	-	19,802,456	459,640	-	20,607,947
Capital Assets Being Depreciated, Net	117,138	-	-	-	1,249,229	-	1,366,367
Total Capital Assets, Net	462,989	-	-	19,802,456	1,708,869	-	21,974,314
Non-Current Assets							
Cash and Cash Equivalents - Endowment	-	-	2,206,691	-	-	-	2,206,691
Investments	3,343,857	-	124,601,114	-	-	-	127,944,971
Charitable Remainder Trusts	-	-	35,675	-	-	-	35,675
Cash Surrender Value of Life Insurance	-	-	22,623	-	-	-	22,623
Interfund Advances	367,123	11,203	(378,297)	-	(29)	-	-
Total Non-Current Assets	3,710,980	11,203	126,487,806	-	(29)	-	130,209,960
Total Assets	$ 5,988,067	$ 3,356,792	$ 126,574,312	$ 19,802,456	$ 2,936,323	$ 50,000	$ 158,707,950

COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC. - OCALA, FLORIDA
STATEMENT OF NET POSITION BY ACCOUNT
DECEMBER 31, 2025

	Enterprise Fund						
	Operating						
	Unrestricted Account	Restricted Account	Endowment Account	Museum Collection Account	Student Housing Account	Enterprise Center Account	Total
LIABILITIES							
Current Liabilities							
Accounts Payable and Accrued Expenses	$ 162,670	$ -	$ 84,364	$ -	$ 71,882	$ -	$ 318,916
Scholarships Payable	-	33,426	279,331	-	-	-	312,757
Escrow - Housing Deposits	-	-	-	-	80,995	-	80,995
Current Portion Subscription Payable	42,472	-	-	-	-	-	42,472
Unearned Revenue	67,334	-	-	-	-	-	67,334
Current Portion of Gifts Annuity Payable	-	-	11,773	-	-	-	11,773
Total Current Liabilities	272,476	33,426	375,468	-	152,877	-	834,247
Long-Term Liabilities							
Gift Annuity Payable	-	-	58,916	-	-	-	58,916
Subscription Payable	50,120	-	-	-	-	-	50,120
Total Long-Term Liabilities	50,120	-	58,916	-	-	-	109,036
Total Liabilities	$ 322,596	$ 33,426	$ 434,384	$ -	$ 152,877	$ -	$ 943,283
Deferred Inflows of Resources							
Charitable Remainder Trusts	$ -	$ -	$ 35,675	$ -	$ -	$ -	$ 35,675
Gift Annuity	-	-	84,196	-	-	-	84,196
Total Deferred Inflows of Resources	$ -	$ -	$ 119,871	$ -	$ -	$ -	$ 119,871
NET POSITION							
Net Position							
Net Investment in Capital Assets	$ 370,397	$ -	$ -	$ 19,802,456	$ 1,708,869	$ -	$ 21,881,722
Restricted:							
Non-Expendable	-	-	108,527,777	-	-	-	108,527,777
Expendable	-	3,323,366	-	-	-	-	3,323,366
Unrestricted:							
Undesignated	1,917,896	-	-	-	1,074,577	50,000	3,042,473
Board Designated	3,377,178	-	17,492,280	-	-	-	20,869,458
Total Net Position	$ 5,665,471	$ 3,323,366	$ 126,020,057	$ 19,802,456	$ 2,783,446	$ 50,000	$ 157,644,796

COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC. - OCALA, FLORIDA
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION BY ACCOUNT
FOR THE YEAR ENDED DECEMBER 31, 2024

	Enterprise Fund						
	Operating						
	Unrestricted Account	Restricted Account	Endowment Account	Museum Collection Account	Student Housing Account	Enterprise Center Account	Total
Operating Revenue							
Private Contributions	$ 26,256	$ 417,434	$ -	$ -	$ -	$ -	$ 443,690
Investment Income	399,237	-	18,084,266	-	44,618	-	18,528,121
Special Events	75,850	1,562	-	-	-	-	77,412
Total Operating Revenue	501,343	418,996	18,084,266	-	44,618	-	19,049,223
Operating Expenses							
Program Services:							
Donor Relations	251,887	1,117	-	-	-	-	253,004
Institutional Support	45,239	130,366	601,212	-	-	-	776,817
Scholarships	-	135,089	975,139	-	-	-	1,110,228
Academic Program Support	-	32,324	1,035,944	-	-	-	1,068,268
Special Events	24,253	-	-	-	-	-	24,253
Student Housing	-	-	-	-	927,739	-	927,739
Enterprise Center	10	-	-	-	-	-	10
General Administration	987,469	-	3,668	-	1,229	-	992,366
Total Operating Expenses	1,308,858	298,896	2,615,963	-	928,968	-	5,152,685
Operating Income (Loss)	$ (807,515)	$ 120,100	$ 15,468,303	$ -	$ (884,350)	$ -	$ 13,896,538

COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC. - OCALA, FLORIDA
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION BY ACCOUNT
FOR THE YEAR ENDED DECEMBER 31, 2024

	Enterprise Fund						
	Operating						
	Unrestricted Account	Restricted Account	Endowment Account	Museum Collection Account	Student Housing Account	Enterprise Center Account	Total
Non-Capital Subsidies							
Support from College of Central Florida	$ 264,794	$ -	$ -	$ -	$ -	$ -	$ 264,794
Total Non-Capital Subsidies	264,794	-	-	-	-	-	264,794
Operating Income (Loss) and Non-Capital Subsidies	(542,721)	120,100	15,468,303	-	(884,350)	-	14,161,332
Non-Operating Revenue (Expense)							
Interest Expense	(1,481)	-	-	-	-	-	(1,481)
Rental Income and Fees	10,000	-	-	-	911,922	-	921,922
Private Endowment Contributions	-	-	1,257,141	-	-	-	1,257,141
Interfund Transfers	876,266	2,997	(902,463)	23,200	-	-	-
Capital Contributions	-	-	-	358,800	-	-	358,800
Total Non-Operating Revenue	884,785	2,997	354,678	382,000	911,922	-	2,536,382
Change in Net Position	342,064	123,097	15,822,981	382,000	27,572	-	16,697,714
Net Position, Beginning of Year	5,323,407	3,200,269	110,197,076	19,420,456	2,755,874	50,000	140,947,082
Net Position, End of Year	$ 5,665,471	$ 3,323,366	$ 126,020,057	$ 19,802,456	$ 2,783,446	$ 50,000	$ 157,644,796

ADDITIONAL ELEMENTS OF REPORT PREPARED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*, ISSUED BY THE COMPTROLLER GENERAL OF THE UNITED STATES

PURVIS GRAY

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors
College of Central Florida Foundation, Inc.

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States, the financial statements of the College of Central Florida Foundation, Inc. (the Foundation), a component unit of the College of Central Florida, as of and for the year ended December 31, 2025, and the related notes to the financial statements, which collectively comprise the Foundation's basic financial statements, and have issued our report thereon dated June 3, 2026.

Report on Internal Control Over Financial Reporting
In planning and performing our audit of the financial statements, we considered the Foundation's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Foundation's internal control. Accordingly, we do not express an opinion on the effectiveness of the Foundation's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Foundation's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Board of Directors
College of Central Florida Foundation, Inc.

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Foundation's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under *Government Auditing Standards.*

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Foundation's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Foundation's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Purvis Gray

June 3, 2026
Ocala, Florida

PURVIS GRAY

CERTIFIED PUBLIC ACCOUNTANTS

Gainesville | Ocala | Tallahassee | Sarasota | Orlando | Tampa

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PURVIS GRAY

June 3, 2026

College of Central Florida
Foundation, Inc.
3001 SW College Road
Ocala, FL 34474

Board Members,

Enclosed are the original and one copy of the 2025 exempt organization return, as follows...

2025 Form 990

Please be sure to read the attached Tax Return Engagement Memorandum. We suggest that you examine these returns carefully to fully acquaint yourself with all the items contained therein to ensure that there are no omissions or misstatements. Attached are instructions for signing and filing each return. Please follow those instructions carefully.

The IRS requires the Foundation to measure and report its public support on Schedule A of Form 990 using a five-year calculation. Based on the current filing, the Foundation's public support percentage is 41.49%. Because a significant portion of the Foundation's income comes from investments, and investment income does not count as public support, this percentage should be reviewed each year.

If the Foundation's public support percentage drops below 33 1/3%, additional reporting will be required. If it falls to 10%, the Foundation could risk losing its status as a publicly supported tax-exempt organization. We therefore recommend continuing to monitor this percentage annually and continue to try to diversify its public support to ensure that it will be able to meet the required 33.33% public support test.

If you would like to discuss this matter further, please contact us to arrange a convenient time to discuss in further detail.

The original return should be dated, signed and filed in accordance with the filing instructions. The copy should be retained for your files.

Also enclosed is any material you furnished for use in preparing the returns. If the returns are examined, requests may be made for supporting documentation. Therefore, we recommend that you retain all pertinent records for at least seven years.

In order that we may properly advise you of tax considerations, please keep us informed of any significant changes in your financial affairs or of any correspondence received from taxing authorities.

If you have any questions or if we can be of assistance in any way, please do not hesitate to call.

Very truly yours,

Purvis Gray & Company, LLP

PURVIS GRAY

TAX RETURN ENGAGEMENT MEMORANDUM

We appreciate the opportunity to serve you and prepare your tax return. This memorandum is to inform you of important matters related to that preparation and remind you of some important responsibilities placed on you as the taxpayer. **Please read this carefully before signing your return.**

Your tax return was prepared using information you provided. We have not audited or independently verified the data you furnished even though we may have asked for further clarification on some of the information, even if we issued an auditors' or accountants' report on your financial statements. It is your responsibility to provide all the information required for the preparation of complete and accurate returns. You should retain all the documents, canceled checks and other information that form the basis of income and deductions. This includes documents we returned to you. Such documentation may be necessary to prove the accuracy and completeness of the return to a taxing authority.

Your returns are subject to review by taxing authorities. Any items resolved against you by the examining agent are subject to certain rights of appeal. In the event of an examination, we will be available to represent you, billing you for such services at our standard hourly rates.

Generally, no deduction shall be allowed for any travel expense, business gifts, or for the use of "listed property," unless the taxpayer can substantiate the business use or purpose by adequate records or sufficient evidence. For a meal deduction, the records must document the amount, time, place and business purpose. The term "listed property" includes property subject to business and personal use, e.g., automobiles, boats, airplanes, portable telephones and home computers. Failure to comply with these requirements can result in the disallowance of the deductions and in the assessment of substantial penalties. Our understanding is that the information you provided is supported by records required.

Special documentation requirements apply when deducting certain charitable contributions. Examples of these requirements include (1) certain contributions of $250 or more must be supported by a written acknowledgement from the charitable organization; (2) a deduction of $500 or more of a motor vehicle, boat, or airplane requires an attached statement to your return; and (3) certain noncash contributions of $5,000 or more may require a timely prepared "qualified appraisal" or the deduction will be disallowed. We have not attempted to verify your records regarding charitable contributions, even though we may have asked you for clarification or additional details while preparing the return.

The law provides for a number of penalties which may be assessed by the Internal Revenue Service or other tax authority. A complete list of those penalties is not included herein, but please be advised that a penalty may apply if (1) there is a late payment of tax; (2) there is a failure to timely file the return; or (3) there is a failure to make timely and adequate estimated tax payments. Also, a 20% penalty may be applied if there is (1) negligence or disregard of the rules and regulations; (2) a substantial valuation overstatement; (3) a substantial estate or gift valuation understatement or (4) there is a substantial underpayment of income tax. A substantial underpayment generally is one that exceeds the greater of 10% of the correct tax for the year or $5,000 ($10,000 in the case of a "C" corporation).

As taxpayer, you have the final responsibility for the tax return. You should carefully review any return before you sign and file such return. After you review your return, if you find that you did not provide us with all necessary information or there is a possibility that information provided may not be in accordance with the appropriate guidelines, please contact us immediately to discuss such matters before filing the tax return since revisions may be required.

Once again, thank you for the opportunity to be of service.

Purvis, Gray & Company, LLP

Form **990**

Department of the Treasury
Internal Revenue Service

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)
Do not enter social security numbers on this form as it may be made public.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2025

Open to Public Inspection

A For the 2025 calendar year, or tax year beginning **and ending**

B Check if applicable:
- ☐ Address change
- ☐ Name change
- ☐ Initial return
- ☐ Final return/ terminated
- ☐ Amended return
- ☐ Application pending

C Name of organization
COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Doing business as

Number and street (or P.O. box if mail is not delivered to street address) | Room/suite
3001 SW COLLEGE ROAD

City or town, state or province, country, and ZIP or foreign postal code
OCALA, FL 34474

F Name and address of principal officer: CHRISTOPHER R. KNIFE
3001 SW COLLEGE ROAD, OCALA, FL 34474

D Employer identification number
59-6139037

E Telephone number
352-873-5808

G Gross receipts $ 37,251,331.

H(a) Is this a group return for subordinates? ☐ Yes ☒ No

H(b) Are all subordinates included? ☐ Yes ☐ No
If "No," attach a list. See instructions

H(c) Group exemption number

I Tax-exempt status: ☒ 501(c)(3) ☐ 501(c) ( ) (insert no.) ☐ 4947(a)(1) or ☐ 527

J Website: HTTP://WWW.CF.EDU/FOUNDATION/

K Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other

L Year of formation: 1959 **M** State of legal domicile: FL

Part I Summary

Activities & Governance

1 Briefly describe the organization's mission or most significant activities: THE COLLEGE OF CENTRAL FLORIDA FOUNDATION WAS ESTABLISHED TO PROVIDE LEADERSHIP SERVICE, VOLUNTARY

2 Check this box ☐ if the organization discontinued its operations or disposed of more than 25% of its net assets.

3	Number of voting members of the governing body (Part VI, line 1a)	3	17
4	Number of independent voting members of the governing body (Part VI, line 1b)	4	17
5	Total number of individuals employed in calendar year 2025 (Part V, line 2a)	5	0
6	Total number of volunteers (estimate if necessary)	6	17
7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
b	Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0.

Revenue

		Prior Year	Current Year
8	Contributions and grants (Part VIII, line 1h)	6,965,447.	2,105,875.
9	Program service revenue (Part VIII, line 2g)	1,053,978.	911,922.
10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	8,485,755.	11,458,214.
11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	56,139.	44,971.
12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	16,561,319.	14,520,982.

Expenses

13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	3,966,841.	2,529,674.
14	Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	0.	0.
16a	Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
b	Total fundraising expenses (Part IX, column (D), line 25) 252,163.		
17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	2,386,036.	2,380,159.
18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	6,352,877.	4,909,833.
19	Revenue less expenses. Subtract line 18 from line 12	10,208,442.	9,611,149.

Net Assets or Fund Balances

		Beginning of Current Year	End of Year
20	Total assets (Part X, line 16)	141,876,227.	158,707,950.
21	Total liabilities (Part X, line 26)	929,145.	1,063,154.
22	Net assets or fund balances. Subtract line 21 from line 20	140,947,082.	157,644,796.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

Signature of officer — Date

CHRISTOPHER R. KNIFE, CEO
Type or print name and title

Paid Preparer Use Only

Preparer's name	Preparer's signature	Date	Check if self-employed	PTIN
TIMOTHY WESTGATE CPA		06/03/26	☐	P00631621

Firm's name PURVIS, GRAY & COMPANY, LLP — Firm's EIN 59-0548468

Firm's address 2347 SE 17TH ST, OCALA, FL 34471 — Phone no. 3527323872

May the IRS discuss this return with the preparer shown above? See instructions ☒ Yes ☐ No

SEE SCHEDULE O FOR ORGANIZATION MISSION STATEMENT CONTINUATION

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III X

1 Briefly describe the organization's mission:
COLLEGE OF CENTRAL FLORIDA FOUNDATION'S MISSION IS TO IDENTIFY, SOLICIT AND ACQUIRE RESTRICTED AND UNRESTRICTED RESOURCES TO SUPPORT THE COLLEGE IN PROVIDING EDUCATIONAL SERVICES TO CITRUS, LEVY AND MARION COUNTIES.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ..... Yes X No
If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ..... Yes X No
If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code: _____) (Expenses $ 1,722,775. including grants of $ 1,371,045.) (Revenue $ _____)
PROGRAMS INCLUDE ENDOWMENT CHAIR/GRANT PROGRAM SUPPORT

4b (Code: _____) (Expenses $ 1,110,228. including grants of $ 1,110,228.) (Revenue $ _____)
SCHOLARSHIPS: FUNDS PROVIDED TO STUDENTS TO HELP PAY THE COSTS OF EDUCATION. RECIPIENT NAMES AND ADDRESSES ARE AVAILABLE IN THE ORGANIZATION'S RECORDS. IN 2025, SCHOLARSHIPS TOTALING $1,110,228 WERE AWARDED TO 1,338 RECIPIENTS.

4c (Code: _____) (Expenses $ 123,673. including grants of $ 48,401.) (Revenue $ _____)
INSTITUTIONAL SUPPORT FOR THE COLLEGE INCLUDING OWNING AND OPERATING THE ENTERPRISE CENTER, A SCHOOL-TO-WORK FACILITY BUILT BY THE ORGANIZATION. THE ENTERPRISE CENTER ASSET WAS CONTRIBUTED TO THE COLLEGE DURING 2024.

4d Other program services (Describe on Schedule O.)
(Expenses $ 928,955. including grants of $) (Revenue $ 911,922.)

4e Total program service expenses 3,885,631.

Part IV Checklist of Required Schedules

			Yes	No
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? *If "Yes," complete Schedule A*	1	X	
2	Is the organization required to complete *Schedule B, Schedule of Contributors*? See instructions	2	X	
3	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? *If "Yes," complete Schedule C, Part I*	3		X
4	**Section 501(c)(3) organizations.** Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? *If "Yes," complete Schedule C, Part II*	4	X	
5	Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? *If "Yes," complete Schedule C, Part III*	5		X
6	Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? *If "Yes," complete Schedule D, Part I*	6		X
7	Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? *If "Yes," complete Schedule D, Part II*	7		X
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? *If "Yes," complete Schedule D, Part III*	8	X	
9	Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? *If "Yes," complete Schedule D, Part IV*	9		X
10	Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi-endowments? *If "Yes," complete Schedule D, Part V*	10	X	
11	If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.			
a	Did the organization report an amount for land, buildings, and equipment in Part X, line 10? *If "Yes," complete Schedule D, Part VI*	11a	X	
b	Did the organization report an amount for investments - other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part VII*	11b		X
c	Did the organization report an amount for investments - program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part VIII*	11c		X
d	Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part IX*	11d		X
e	Did the organization report an amount for other liabilities in Part X, line 25? *If "Yes," complete Schedule D, Part X*	11e	X	
f	Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? *If "Yes," complete Schedule D, Part X*	11f		X
12a	Did the organization obtain separate, independent audited financial statements for the tax year? *If "Yes," complete Schedule D, Parts XI and XII*	12a	X	
b	Was the organization included in consolidated, independent audited financial statements for the tax year? *If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional*	12b		X
13	Is the organization a school described in section 170(b)(1)(A)(ii)? *If "Yes," complete Schedule E*	13		X
14a	Did the organization maintain an office, employees, or agents outside of the United States?	14a		X
b	Did the organization have aggregate revenues or expenses of more than $10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at $100,000 or more? *If "Yes," complete Schedule F, Parts I and IV*	14b		X
15	Did the organization report on Part IX, column (A), line 3, more than $5,000 of grants or other assistance to or for any foreign organization? *If "Yes," complete Schedule F, Parts II and IV*	15		X
16	Did the organization report on Part IX, column (A), line 3, more than $5,000 of aggregate grants or other assistance to or for foreign individuals? *If "Yes," complete Schedule F, Parts III and IV*	16		X
17	Did the organization report a total of more than $15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? *If "Yes," complete Schedule G, Part I.* See instructions	17		X
18	Did the organization report more than $15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? *If "Yes," complete Schedule G, Part II*	18	X	
19	Did the organization report more than $15,000 of gross income from gaming activities on Part VIII, line 9a? *If "Yes," complete Schedule G, Part III*	19		X
20a	Did the organization operate one or more hospital facilities? *If "Yes," complete Schedule H*	20a		X
b	If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b		
21	Did the organization report more than $5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? *If "Yes," complete Schedule I, Parts I and II*	21	X	

Part IV Checklist of Required Schedules *(continued)*

			Yes	No
22	Did the organization report more than $5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? *If "Yes," complete Schedule I, Parts I and III*	22	X	
23	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? *If "Yes," complete Schedule J*	23	X	
24a	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than $100,000 as of the last day of the year, that was issued after December 31, 2002? *If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a*	24a		X
b	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?	24b		
c	Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?	24c		
d	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?	24d		
25a	**Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.** Did the organization engage in an excess benefit transaction with a disqualified person during the year? *If "Yes," complete Schedule L, Part I*	25a		X
b	Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? *If "Yes," complete Schedule L, Part I*	25b		X
26	Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? *If "Yes," complete Schedule L, Part II*	26		X
27	Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? *If "Yes," complete Schedule L, Part III*	27		X
28	Was the organization a party to a business transaction with one of the following parties? (See the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions):			
a	A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? *If "Yes," complete Schedule L, Part IV*	28a		X
b	A family member of any individual described in line 28a? *If "Yes," complete Schedule L, Part IV*	28b	X	
c	A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? *If "Yes," complete Schedule L, Part IV*	28c		X
29	Did the organization receive more than $25,000 in noncash contributions? *If "Yes," complete Schedule M*	29	X	
30	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? *If "Yes," complete Schedule M*	30	X	
31	Did the organization liquidate, terminate, or dissolve and cease operations? *If "Yes," complete Schedule N, Part I*	31		X
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? *If "Yes," complete Schedule N, Part II*	32		X
33	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? *If "Yes," complete Schedule R, Part I*	33		X
34	Was the organization related to any tax-exempt or taxable entity? *If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1*	34	X	
35a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?	35a		X
b	If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? *If "Yes," complete Schedule R, Part V, line 2*	35b		
36	**Section 501(c)(3) organizations.** Did the organization make any transfers to an exempt non-charitable related organization? *If "Yes," complete Schedule R, Part V, line 2*	36	X	
37	Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? *If "Yes," complete Schedule R, Part VI*	37		X
38	Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19? **Note:** All Form 990 filers are required to complete Schedule O	38	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V ☐

				Yes	No
1a	Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable	1a	101		
b	Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable	1b	0		
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1c		X	

Part V **Statements Regarding Other IRS Filings and Tax Compliance** *(continued)*

			Yes	No
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return **2a** 0			
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2b		
3a	Did the organization have unrelated business gross income of $1,000 or more during the year?	3a		X
b	If "Yes," has it filed a Form 990-T for this year? *If "No" to line 3b, provide an explanation on Schedule O*	3b		
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a		X
b	If "Yes," enter the name of the foreign country _____ See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).			
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a		X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b		X
c	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5c		
6a	Does the organization have annual gross receipts that are normally greater than $100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a		X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b		
7	**Organizations that may receive deductible contributions under section 170(c).**			
a	Did the organization receive a payment in excess of $75 made partly as a contribution and partly for goods and services provided to the payor?	7a	X	
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b	X	
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c		X
d	If "Yes," indicate the number of Forms 8282 filed during the year **7d**			
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e		X
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f		X
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g		X
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h		X
8	**Sponsoring organizations maintaining donor advised funds.** Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8		
9	**Sponsoring organizations maintaining donor advised funds.**			
a	Did the sponsoring organization make any taxable distributions under section 4966?	9a		
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9b		
10	**Section 501(c)(7) organizations.** Enter:			
a	Initiation fees and capital contributions included on Part VIII, line 12 **10a**			
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities **10b**			
11	**Section 501(c)(12) organizations.** Enter:			
a	Gross income from members or shareholders **11a**			
b	Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.) **11b**			
12a	**Section 4947(a)(1) non-exempt charitable trusts.** Is the organization filing Form 990 in lieu of Form 1041?	12a		
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year **12b**			
13	**Section 501(c)(29) qualified nonprofit health insurance issuers.**			
a	Is the organization licensed to issue qualified health plans in more than one state? **Note:** See the instructions for additional information the organization must report on Schedule O.	13a		
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans **13b**			
c	Enter the amount of reserves on hand **13c**			
14a	Did the organization receive any payments for indoor tanning services during the tax year?	14a		X
b	If "Yes," has it filed a Form 720 to report these payments? *If "No," provide an explanation on Schedule O*	14b		
15	Is the organization subject to the section 4960 tax on payment(s) of more than $1,000,000 in remuneration or excess parachute payment(s) during the year? If "Yes," see the instructions and file Form 4720, Schedule N.	15		X
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.	16		X
17	**Section 501(c)(21) organizations.** Did the trust, or any disqualified or other person engage in any activities that would result in the imposition of an excise tax under section 4951, 4952 or 4953? If "Yes," complete Form 6069.	17		

Part VI Governance, Management, and Disclosure. *For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.*

Check if Schedule O contains a response or note to any line in this Part VI X

Section A. Governing Body and Management

				Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year	1a	17		
	If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.				
b	Enter the number of voting members included on line 1a, above, who are independent	1b	17		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2			X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?	3		X	
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4			X
5	Did the organization become aware during the year of a significant diversion of the organization's assets?	5			X
6	Did the organization have members or stockholders?	6			X
7a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	7a			X
b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	7b			X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:				
a	The governing body?	8a		X	
b	Each committee with authority to act on behalf of the governing body?	8b		X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? *If "Yes," provide the names and addresses on Schedule O*	9			X

Section B. Policies *(This Section B requests information about policies not required by the Internal Revenue Code.)*

			Yes	No
10a	Did the organization have local chapters, branches, or affiliates?	10a		X
b	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	10b		
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11a	X	
b	Describe on Schedule O the process, if any, used by the organization to review this Form 990.			
12a	Did the organization have a written conflict of interest policy? *If "No," go to line 13*	12a	X	
b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12b	X	
c	Did the organization regularly and consistently monitor and enforce compliance with the policy? *If "Yes," describe on Schedule O how this was done*	12c	X	
13	Did the organization have a written whistleblower policy?	13	X	
14	Did the organization have a written document retention and destruction policy?	14	X	
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?			
a	The organization's CEO, Executive Director, or top management official	15a	X	
b	Other officers or key employees of the organization	15b	X	
	If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.			
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	16a		X
b	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	16b		

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed NONE

18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.

[X] Own website [X] Another's website [X] Upon request [ ] Other *(explain on Schedule O)*

19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

20 State the name, address, and telephone number of the person who possesses the organization's books and records

DONNA SANDFORT, CFO - 352-854-2322

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Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII ☐

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than $100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than $100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than $10,000 of reportable compensation from the organization and any related organizations.

See the instructions for the order in which to list the persons above.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/ 1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/ 1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) CHRISTOPHER R KNIFE	38.00									
CEO				X				0.	150,688.	60,770.
(2) NADIA MILLER EXITING CFO 5/31/2	38.00									
CFO				X				0.	29,947.	10,073.
(3) DONNA SANDFORT	38.00									
CFO				X				0.	26,300.	9,283.
(4) GREG BLAIR	1.00									
PAST CHAIR		X		X				0.	0.	0.
(5) MICHELLE STONE	1.00									
CHAIR		X		X				0.	0.	0.
(6) PARKER EILAND	1.00									
DIRECTOR		X						0.	0.	0.
(7) JERRY BENTON	1.00									
VICE CHAIR		X		X				0.	0.	0.
(8) JARED KIRBY	1.00									
DIRECTOR		X						0.	0.	0.
(9) BILL PAUL JR	1.00									
TREASURER		X		X				0.	0.	0.
(10) DAVID RITTERHOFF	1.00									
DIRECTOR		X						0.	0.	0.
(11) JOHN ROBERTS	1.00									
DIRECTOR		X						0.	0.	0.
(12) PHIL ROSENBERG	1.00									
SECRETARY		X		X				0.	0.	0.
(13) MICHAEL HART	1.00									
DIRECTOR		X						0.	0.	0.
(14) PATTI CONRAD	1.00									
MEMBER AT LARGE		X						0.	0.	0.
(15) AARON CAMPO	1.00									
DIRECTOR		X						0.	0.	0.
(16) WINSTON NEEDHAM	1.00									
DIRECTOR		X						0.	0.	0.
(17) ERIKA SKULA	1.00									
DIRECTOR		X						0.	0.	0.

Part VII **Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees** *(continued)*

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/ 1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/ 1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(18) WARREN BULLARD	1.00									
DIRECTOR		X						0.	0.	0.
(19) SAMANTHA RAUBA	1.00									
DIRECTOR		X						0.	0.	0.
(20) PHIL SCHUCK	1.00									
DIRECTOR		X						0.	0.	0.
1b Subtotal								0.	206,935.	80,126.
c Total from continuation sheets to Part VII, Section A								0.	0.	0.
d Total (add lines 1b and 1c)								0.	206,935.	80,126.

2 Total number of individuals (including but not limited to those listed above) who received more than $100,000 of reportable compensation from the organization 0

		Yes	No
3 Did the organization list any **former** officer, director, trustee, key employee, or highest compensated employee on line 1a? *If "Yes," complete Schedule J for such individual*	3		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than $150,000? *If "Yes," complete Schedule J for such individual*	4	X	
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? *If "Yes," complete Schedule J for such person*	5		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than $100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
SEI INVESTMENT MANAGEMENT CORP. 1 FREEDOM VALLEY DRIVE, OAKS, PA 19456	INVEST. ADVISOR	328,990.

2 Total number of independent contractors (including but not limited to those listed above) who received more than $100,000 of compensation from the organization 1

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII X

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512 - 514
Contributions, Gifts, Grants and Other Similar Amounts	1a Federated campaigns	1a					
	b Membership dues	1b	18,315.				
	c Fundraising events	1c	7,400.				
	d Related organizations	1d					
	e Government grants (contributions)	1e					
	f All other contributions, gifts, grants, and similar amounts not included above	1f	2,080,160.				
	g Noncash contributions included in lines 1a-1f	1g	$ 366,200.				
	h **Total.** Add lines 1a-1f			2,105,875.			
Program Service Revenue			**Business Code**				
	2a STUDENT HOUSING INCOME		531390	911,922.	911,922.		
	b						
	c						
	d						
	e						
	f All other program service revenue						
	g **Total.** Add lines 2a-2f			911,922.			
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)			10,226,921.			10226921.
	4 Income from investment of tax-exempt bond proceeds						
	5 Royalties						
			(i) Real / (ii) Personal				
	6a Gross rents	6a	10,000.				
	b Less: rental expenses	6b	0.				
	c Rental income or (loss)	6c	10,000.				
	d Net rental income or (loss)			10,000.			10,000.
			(i) Securities / (ii) Other				
	7a Gross amount from sales of assets other than inventory	7a	23,937,513.				
	b Less: cost or other basis and sales expenses	7b	22,706,220.				
	c Gain or (loss)	7c	1,231,293.				
	d Net gain or (loss)			1,231,293.			1231293.
	8a Gross income from fundraising events (not including $ 7,400. of contributions reported on line 1c). See Part IV, line 18	8a	59,100.				
	b Less: direct expenses	8b	24,129.				
	c Net income or (loss) from fundraising events			34,971.			34,971.
	9a Gross income from gaming activities. See Part IV, line 19	9a					
	b Less: direct expenses	9b					
	c Net income or (loss) from gaming activities						
	10a Gross sales of inventory, less returns and allowances	10a					
	b Less: cost of goods sold	10b					
	c Net income or (loss) from sales of inventory						
Miscellaneous Revenue			**Business Code**				
	11a						
	b						
	c						
	d All other revenue						
	e **Total.** Add lines 11a-11d						
	12 **Total revenue.** See instructions			14,520,982.	911,922.	0.	11503185.

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21	1,419,446.	1,419,446.		
2 Grants and other assistance to domestic individuals. See Part IV, line 22	1,110,228.	1,110,228.		
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees				
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages				
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes				
11 Fees for services (nonemployees):				
a Management	312,023.		312,023.	
b Legal	25.		25.	
c Accounting	45,452.		45,452.	
d Lobbying	157,086.		157,086.	
e Professional fundraising services. See Part IV, line 17				
f Investment management fees	403,392.	403,392.		
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Sch O.)	175,076.		175,076.	
12 Advertising and promotion	61.			61.
13 Office expenses	32,094.	1,200.	12,076.	18,818.
14 Information technology	6,233.		6,233.	
15 Royalties				
16 Occupancy				
17 Travel	514.		202.	312.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	2,450.		2,450.	
20 Interest	1,481.		1,481.	
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	162,404.	122,454.	39,950.	
23 Insurance	35,466.	21,430.	14,036.	
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a COLLEGE SQUARE OPERATIN	805,295.	805,295.		
b PERSONNEL COST REIMBURS	201,199.		2,740.	198,459.
c MISC. FUNDRAISING EXPEN	35,609.		1,096.	34,513.
d OTHER EXPENSES	2,186.	2,186.		
e All other expenses	2,113.		2,113.	
25 **Total functional expenses.** Add lines 1 through 24e	4,909,833.	3,885,631.	772,039.	252,163.
26 **Joint costs.** Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here ☐ if following SOP 98-2 (ASC 958-720)				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X ☐

			(A) Beginning of year		(B) End of year
Assets	1	Cash - non-interest-bearing	1,899,569.	1	2,076,685.
	2	Savings and temporary cash investments	12,546,377.	2	6,473,629.
	3	Pledges and grants receivable, net	81,931.	3	40,966.
	4	Accounts receivable, net		4	
	5	Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5	
	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6	
	7	Notes and loans receivable, net	11,394.	7	11,948.
	8	Inventories for sale or use		8	
	9	Prepaid expenses and deferred charges	48,974.	9	44,383.
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D — 10a: 24,797,157.			
	b	Less: accumulated depreciation — 10b: 2,822,843.	21,568,994.	10c	21,974,314.
	11	Investments - publicly traded securities	105,586,029.	11	127,944,971.
	12	Investments - other securities. See Part IV, line 11		12	
	13	Investments - program-related. See Part IV, line 11		13	
	14	Intangible assets		14	
	15	Other assets. See Part IV, line 11	132,959.	15	141,054.
	16	**Total assets.** Add lines 1 through 15 (must equal line 33)	141,876,227.	16	158,707,950.
Liabilities	17	Accounts payable and accrued expenses	240,327.	17	411,508.
	18	Grants payable	451,095.	18	312,757.
	19	Deferred revenue	141,189.	19	187,205.
	20	Tax-exempt bond liabilities		20	
	21	Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22	Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22	
	23	Secured mortgages and notes payable to unrelated third parties		23	
	24	Unsecured notes and loans payable to unrelated third parties		24	
	25	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	96,534.	25	151,684.
	26	**Total liabilities.** Add lines 17 through 25	929,145.	26	1,063,154.
Net Assets or Fund Balances		**Organizations that follow FASB ASC 958, check here ☐ and complete lines 27, 28, 32, and 33.**			
	27	Net assets without donor restrictions		27	
	28	Net assets with donor restrictions		28	
		Organizations that do not follow FASB ASC 958, check here ☒ and complete lines 29 through 33.			
	29	Capital stock or trust principal, or current funds	9,202,069.	29	9,743,018.
	30	Paid-in or capital surplus, or land, building, or equipment fund	21,547,937.	30	21,881,721.
	31	Retained earnings, endowment, accumulated income, or other funds	110,197,076.	31	126,020,057.
	32	Total net assets or fund balances	140,947,082.	32	157,644,796.
	33	Total liabilities and net assets/fund balances	141,876,227.	33	158,707,950.

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI X

1	Total revenue (must equal Part VIII, column (A), line 12)	1	14,520,982.
2	Total expenses (must equal Part IX, column (A), line 25)	2	4,909,833.
3	Revenue less expenses. Subtract line 2 from line 1	3	9,611,149.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	140,947,082.
5	Net unrealized gains (losses) on investments	5	7,067,922.
6	Donated services and use of facilities	6	16,657.
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	1,986.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	157,644,796.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII .....

			Yes	No
1	Accounting method used to prepare the Form 990: ☐ Cash ☒ Accrual ☐ Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.			
2a	Were the organization's financial statements compiled or reviewed by an independent accountant?	2a		X
	If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: ☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis			
b	Were the organization's financial statements audited by an independent accountant?	2b	X	
	If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: ☒ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis			
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?	2c	X	
	If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.			
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F?	3a		X
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits	3b		

SCHEDULE A
(Form 990)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.
Attach to Form 990 or Form 990-EZ.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2025

Open to Public Inspection

Name of the organization	Employer identification number
COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.	59-6139037

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
2 ☐ A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990).)
3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: _____
5 ☒ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
7 ☐ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
8 ☐ A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
10 ☐ An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3).** Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.

a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
b ☐ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
f Enter the number of supported organizations .....
g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document? Yes	(iv) No	(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
Total						

Part II **Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2021	(b) 2022	(c) 2023	(d) 2024	(e) 2025	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	7087750.	1371866.	8184487.	6965447.	2105875.	25715425.
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge	400,833.	418,992.	261,558.	265,444.	202,204.	1549031.
4 **Total.** Add lines 1 through 3	7488583.	1790858.	8446045.	7230891.	2308079.	27264456.
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 **Public support.** Subtract line 5 from line 4.						27264456.

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2021	(b) 2022	(c) 2023	(d) 2024	(e) 2025	(f) Total
7 Amounts from line 4	7488583.	1790858.	8446045.	7230891.	2308079.	27264456.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources	7539873.	5817016.	4615537.	7818789.	10236921.	36028136.
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)		47,950.	60,649.	74,025.	59,100.	241,724.
11 **Total support.** Add lines 7 through 10						63534316.

12 Gross receipts from related activities, etc. (see instructions) 12 5,345,987.

13 **First 5 years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here** ☐

Section C. Computation of Public Support Percentage

14 Public support percentage for 2025 (line 6, column (f), divided by line 11, column (f)) 14 42.91 %

15 Public support percentage from 2024 Schedule A, Part II, line 14 15 46.15 %

16a **33 1/3% support test - 2025.** If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and **stop here.** The organization qualifies as a publicly supported organization ☒

b **33 1/3% support test - 2024.** If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and **stop here.** The organization qualifies as a publicly supported organization ☐

17a **10%-facts-and-circumstances test - 2025.** If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and **stop here.** Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization ☐

b **10%-facts-and-circumstances test - 2024.** If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and **stop here.** Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization ☐

18 **Private foundation.** If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions ☐

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2021	(b) 2022	(c) 2023	(d) 2024	(e) 2025	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 **Total.** Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of $5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 **Public support.** (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2021	(b) 2022	(c) 2023	(d) 2024	(e) 2025	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 **Total support.** (Add lines 9, 10c, 11, and 12.)						

14 **First 5 years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here** ☐

Section C. Computation of Public Support Percentage

15 Public support percentage for 2025 (line 8, column (f), divided by line 13, column (f))	15	%
16 Public support percentage from 2024 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for **2025** (line 10c, column (f), divided by line 13, column (f))	17	%
18 Investment income percentage from **2024** Schedule A, Part III, line 17	18	%

19a **33 1/3% support tests - 2025.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here.** The organization qualifies as a publicly supported organization ☐

b **33 1/3% support tests - 2024.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here.** The organization qualifies as a publicly supported organization ☐

20 **Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ☐

Part IV Supporting Organizations

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

			Yes	No
1	Are all of the organization's supported organizations listed by name in the organization's governing documents? *If "No," describe in* **Part VI** *how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.*	1		
2	Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? *If "Yes," explain in* **Part VI** *how the organization determined that the supported organization was described in section 509(a)(1) or (2).*	2		
3a	Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? *If "Yes," answer lines 3b and 3c below.*	3a		
b	Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? *If "Yes," describe in* **Part VI** *when and how the organization made the determination.*	3b		
c	Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? *If "Yes," explain in* **Part VI** *what controls the organization put in place to ensure such use.*	3c		
4a	Was any supported organization not organized in the United States ("foreign supported organization")? *If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.*	4a		
b	Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? *If "Yes," describe in* **Part VI** *how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.*	4b		
c	Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? *If "Yes," explain in* **Part VI** *what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.*	4c		
5a	Did the organization add, substitute, or remove any supported organizations during the tax year? *If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in* **Part VI,** *including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).*	5a		
b	**Type I or Type II only.** Was any added or substituted supported organization part of a class already designated in the organization's organizing document?	5b		
c	**Substitutions only.** Was the substitution the result of an event beyond the organization's control?	5c		
6	Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? *If "Yes," provide detail in* **Part VI.**	6		
7	Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? *If "Yes," complete Part I of Schedule L (Form 990).*	7		
8	Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? *If "Yes," complete Part I of Schedule L (Form 990).*	8		
9a	Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? *If "Yes," provide detail in* **Part VI.**	9a		
b	Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? *If "Yes," provide detail in* **Part VI.**	9b		
c	Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? *If "Yes," provide detail in* **Part VI.**	9c		
10a	Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? *If "Yes," answer line 10b below.*	10a		
b	Did the organization have any excess business holdings in the tax year? *(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)*	10b		

Part IV Supporting Organizations *(continued)*

			Yes	No
11	Has the organization accepted a gift or contribution from any of the following persons?			
a	A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?	11a		
b	A family member of a person described on line 11a above?	11b		
c	A 35% controlled entity of a person described on line 11a or 11b above? *If "Yes" to line 11a, 11b, or 11c, provide detail in* **Part VI.**	11c		

Section B. Type I Supporting Organizations

			Yes	No
1	Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? *If "No," describe in* **Part VI** *how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.*	1		
2	Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? *If "Yes," explain in* **Part VI** *how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.*	2		

Section C. Type II Supporting Organizations

			Yes	No
1	Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? *If "No," describe in* **Part VI** *how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).*	1		

Section D. All Type III Supporting Organizations

			Yes	No
1	Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?	1		
2	Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? *If "No," explain in* **Part VI** *how the organization maintained a close and continuous working relationship with the supported organization(s).*	2		
3	By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? *If "Yes," describe in* **Part VI** *the role the organization's supported organizations played in this regard.*	3		

Section E. Type III Functionally Integrated Supporting Organizations

1 *Check the box next to the method that the organization used to satisfy the Integral Part Test during the year* **(see instructions).**

a ☐ The organization satisfied the Activities Test. *Complete* **line 2** *below.*

b ☐ The organization is the parent of each of its supported organizations. *Complete* **line 3** *below.*

c ☐ The organization supported a governmental supported organization. *Describe in* **Part VI** *how you supported a governmental supported organization (see instructions).*

			Yes	No
2	Activities Test. **Answer lines 2a and 2b below.**			
a	Did substantially all of the organization's activities during the tax year directly further the exempt purposes of its supported organization(s)? *If "Yes," then in* **Part VI identify those supported organizations and explain** *how these activities directly furthered their exempt purposes, how the organization was responsive to each of its supported organizations, and how the organization determined that these activities constituted substantially all of its activities.*	2a		
b	Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? *If "Yes," explain in* **Part VI** *the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.*	2b		
3	Parent of Supported Organizations. **Answer lines 3a, 3b, and 3c below.**			
a	Are the organization and its supported organization(s) part of an integrated system (for example, a hospital system)? *If "Yes," provide details in* **Part VI.**	3a		
b	Did the organization direct the policies, programs, and activities of each of its supported organizations? *If "Yes," describe in Part VI the role played by the organization in this regard.*	3b		
c	Did the organization have the power to regularly appoint or elect (and remove) a majority of the officers, directors, or trustees of each of the supported organizations? *If "Yes" or "No," provide details in* **Part VI.**	3c		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (*explain in* **Part VI**). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1 Net short-term capital gain	1		
2 Recoveries of prior-year distributions	2		
3 Other gross income (see instructions)	3		
4 Add lines 1 through 3.	4		
5 Depreciation and depletion	5		
6 Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6		
7 Other expenses (see instructions)	7		
8 **Adjusted Net Income** (subtract lines 5, 6, and 7 from line 4)	8		

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1 Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):			
a Average monthly value of securities	1a		
b Average monthly cash balances	1b		
c Fair market value of other non-exempt-use assets	1c		
d **Total** (add lines 1a, 1b, and 1c)	1d		
e **Discount** claimed for blockage or other factors (*explain in detail in* **Part VI**):			
2 Acquisition indebtedness applicable to non-exempt-use assets	2		
3 Subtract line 2 from line 1d.	3		
4 Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4		
5 Net value of non-exempt-use assets (subtract line 4 from line 3)	5		
6 Multiply line 5 by 0.035.	6		
7 Recoveries of prior-year distributions	7		
8 **Minimum Asset Amount** (add line 7 to line 6)	8		

Section C - Distributable Amount		Current Year
1 Adjusted net income for prior year (from Section A, line 8, column A)	1	
2 Enter 0.85 of line 1.	2	
3 Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4 Enter greater of line 2 or line 3.	4	
5 Income tax imposed in prior year	5	
6 **Distributable Amount.** Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	

7 ☐ Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).

Part V **Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations** *(continued)*

Section D - Distributions			Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1	
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2	
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3	
4	Amounts paid to acquire exempt-use assets	4	
5	Qualified set-aside amounts (prior IRS approval required - *provide details in* **Part VI**)	5	
6	**Total annual distributions.** Add lines 1 through 5.	6	
7	Distributions to attentive supported organizations to which the organization is responsive (*provide details in* **Part VI**). See instructions.	7	
8	Distributable amount for 2025 from Section C, line 6	8	
9	Line 7 amount divided by line 8 amount	9	

Section E - Distribution Allocations (see instructions)		(i) Excess Distributions	(ii) Underdistributions Pre-2025	(iii) Distributable Amount for 2025
1	Distributable amount for 2025 from Section C, line 6			
2	Underdistributions, if any, for years prior to 2025 (reasonable cause required - *explain in* **Part VI**). See instructions.			
3	Excess distributions carryover, if any, to 2025			
a	From 2020			
b	From 2021			
c	From 2022			
d	From 2023			
e	From 2024			
f	**Total** of lines 3a through 3e			
g	Applied to under distributions of prior years			
h	Applied to 2025 distributable amount			
i	Carryover from 2020 not applied (see instructions)			
j	Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
4	Distributions for 2025 from Section D, line 6: $			
a	Applied to underdistributions of prior years			
b	Applied to 2025 distributable amount			
c	Remainder. Subtract lines 4a and 4b from line 4.			
5	Remaining underdistributions for years prior to 2025, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, *explain in* **Part VI.** See instructions.			
6	Remaining underdistributions for 2025. Subtract lines 3h and 4b from line 1. For result greater than zero, *explain in* **Part VI**. See instructions.			
7	**Excess distributions carryover to 2026.** Add lines 3j and 4c.			
8	Breakdown of line 7:			
a	Excess from 2021			
b	Excess from 2022			
c	Excess from 2023			
d	Excess from 2024			
e	Excess from 2025			

Part VI **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, 3b, and 3c; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5 and 7; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

SCHEDULE A, PART II, LINE 10, EXPLANATION FOR OTHER INCOME:
FUNDRAISING GROSS INCOME
2022 AMOUNT: $ 47,950.
2023 AMOUNT: $ 60,649.
2024 AMOUNT: $ 74,025.
2025 AMOUNT: $ 59,100.

PART II - LINE 3
SCHEDULE A, PART II - LINE 3

AMOUNTS LISTED ON LINE 3 FOR THE PREVIOUS FOUR YEARS WERE INADVERTENTLY OMITTED FROM PRIOR-YEAR RETURNS AND ADDED IN THE CURRENT YEAR TO ACCURATELY REFLECT THE DONATED FACILITIES.

Schedule B (Form 990)
(Rev. December 2024)
Department of the Treasury
Internal Revenue Service

Schedule of Contributors

Attach to Form 990, 990-EZ, or 990-PF.
Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

Name of the organization
COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Employer identification number
59-6139037

Organization type (check one):

Filers of:	**Section:**
Form 990 or 990-EZ	[X] 501(c)(3) (enter number) organization
	[ ] 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation
	[ ] 527 political organization
Form 990-PF	[ ] 501(c)(3) exempt private foundation
	[ ] 4947(a)(1) nonexempt charitable trust treated as a private foundation
	[ ] 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule.**
Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

[ ] For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling $5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

[X] For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of **(1)** $5,000; or **(2)** 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

[ ] For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than $1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.

[ ] For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than $1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling $5,000 or more during the year ..... $ _____

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

Name of organization
COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Employer identification number
59-6139037

Part I **Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1		$ 355,000.	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
2		$ 100,000.	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
3		$ 206,786.	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
4		$ 550,215.	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
5		$ 100,000.	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
6		$ 83,184.	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)

Name of organization
COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Employer identification number
59-6139037

Part I **Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
7		$ 70,000.	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
8		$ 62,500.	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
9		$ 61,600.	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
10		$ 349,800.	Person [ ] Payroll [ ] Noncash [X] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)

Name of organization
COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Employer identification number
59-6139037

Part II **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
10	ARTWORK COLLECTION	$ 349,800.	11/03/25
		$	
		$	
		$	
		$	
		$	
		$	

Name of organization
COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Employer identification number
59-6139037

Part III **Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than $1,000 for the year from any one contributor.** Complete columns **(a)** through **(e) and** the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of **$1,000 or less** for the year. (Enter this info. once.) $_____
Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

SCHEDULE C
(Form 990)

Department of the Treasury
Internal Revenue Service

Political Campaign and Lobbying Activities

For Organizations Exempt From Income Tax Under Section 501(c) and Section 527

Complete if the organization is described below. Attach to Form 990 or Form 990-EZ.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2025

Open to Public Inspection

If the organization answered "Yes" on Form 990, Part IV, line 3, or Form 990-EZ, Part V, line 46 (Political Campaign Activities), then:

- Section 501(c)(3) organizations: Complete Parts I-A and I-B. Do not complete Part I-C.
- Section 501(c) (other than section 501(c)(3)) organizations: Complete Parts I-A and I-C below. Do not complete Part I-B.
- Section 527 organizations: Complete Part I-A only.

If the organization answered "Yes" on Form 990, Part IV, line 4, or Form 990-EZ, Part VI, line 47 (Lobbying Activities), then:

- Section 501(c)(3) organizations that have filed Form 5768 (election under section 501(h)): Complete Part II-A. Do not complete Part II-B.
- Section 501(c)(3) organizations that have NOT filed Form 5768 (election under section 501(h)): Complete Part II-B. Do not complete Part II-A.

If the organization answered "Yes" on Form 990, Part IV, line 5 (Proxy Tax) (see separate instructions), or Form 990-EZ, Part V, line 35c (Proxy Tax) (see separate instructions), then:

- Section 501(c)(4), (5), or (6) organizations: Complete Part III.

Name of organization	Employer identification number (EIN)
COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.	59-6139037

Part I-A Complete if the organization is exempt under section 501(c) or is a section 527 organization.

1 Provide a description of the organization's direct and indirect political campaign activities in Part IV.
2 Political campaign activity expenditures ..... $
3 Volunteer hours for political campaign activities .....

Part I-B Complete if the organization is exempt under section 501(c)(3).

1 Enter the amount of any excise tax incurred by the organization under section 4955 ..... $
2 Enter the amount of any excise tax incurred by organization managers under section 4955 ..... $
3 If the organization incurred a section 4955 tax, did it file Form 4720 for this year? ..... ☐ Yes ☐ No
4a Was a correction made? ..... ☐ Yes ☐ No
b If "Yes," describe in Part IV.

Part I-C Complete if the organization is exempt under section 501(c), except section 501(c)(3).

1 Enter the amount directly expended by the filing organization for section 527 exempt function activities ..... $
2 Enter the amount of the filing organization's funds contributed to other organizations for section 527 exempt function activities ..... $
3 Total exempt function expenditures. Add lines 1 and 2. Enter here and on Form 1120-POL, line 17b ..... $
4 Did the filing organization file **Form 1120-POL** for this year? ..... ☐ Yes ☐ No
5 Enter the names, addresses, and EINs of all section 527 political organizations to which the filing organization made payments. For each organization listed, enter the amount paid from the filing organization's funds. Also enter the amount of political contributions received that were promptly and directly delivered to a separate political organization, such as a separate segregated fund or a political action committee (PAC). If additional space is needed, provide information in Part IV.

(a) Name	**(b)** Address	**(c)** EIN	**(d)** Amount paid from filing organization's funds. If none, enter -0-.	**(e)** Amount of political contributions received and promptly and directly delivered to a separate political organization. If none, enter -0-.

Part II-A **Complete if the organization is exempt under section 501(c)(3) and filed Form 5768 (election under section 501(h)).**

A Check ☐ if the filing organization belongs to an affiliated group (and list in Part IV each affiliated group member's name, address, EIN, expenses, and share of excess lobbying expenditures).

B Check ☐ if the filing organization checked box A and "limited control" provisions apply.

Limits on Lobbying Expenditures (The term "expenditures" means amounts paid or incurred.)	(a) Filing organization's totals	(b) Affiliated group totals
1a Total lobbying expenditures to influence public opinion (grassroots lobbying)		
b Total lobbying expenditures to influence a legislative body (direct lobbying)		
c Total lobbying expenditures (add lines 1a and 1b)		
d Other exempt purpose expenditures		
e Total exempt purpose expenditures (add lines 1c and 1d)		
f Lobbying nontaxable amount. Enter the amount from the following table in both columns.		

IF the amount on line 1e, column (a) or (b), is:	THEN the lobbying nontaxable amount is:
not over $500,000	20% of the amount on line 1e.
over $500,000 but not over $1,000,000	$100,000 plus 15% of the excess over $500,000.
over $1,000,000 but not over $1,500,000	$175,000 plus 10% of the excess over $1,000,000.
over $1,500,000 but not over $17,000,000	$225,000 plus 5% of the excess over $1,500,000.
over $17,000,000	$1,000,000.

g Grassroots nontaxable amount (enter 25% of line 1f)		
h Subtract line 1g from line 1a. If zero or less, enter -0-		
i Subtract line 1f from line 1c. If zero or less, enter -0-		

j If there is an amount other than zero on either line 1h or line 1i, did the organization file Form 4720 reporting section 4911 tax for this year? ☐ Yes ☐ No

4-Year Averaging Period Under Section 501(h)

(Some organizations that made a section 501(h) election do not have to complete all of the five columns below. See the separate instructions for lines 2a through 2f.)

Lobbying Expenditures During 4-Year Averaging Period

Calendar year (or fiscal year beginning in)	(a) 2022	(b) 2023	(c) 2024	(d) 2025	(e) Total
2a Lobbying nontaxable amount					
b Lobbying ceiling amount (150% of line 2a, column(e))					
c Total lobbying expenditures					
d Grassroots nontaxable amount					
e Grassroots ceiling amount (150% of line 2d, column (e))					
f Grassroots lobbying expenditures					

Part II-B **Complete if the organization is exempt under section 501(c)(3) and has NOT filed Form 5768 (election under section 501(h)).**

For each "Yes" response on lines 1a through 1i below, provide in Part IV a detailed description of the lobbying activity.	(a) Yes	(a) No	(b) Amount
1 During the year, did the filing organization attempt to influence foreign, national, state, or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of:			
a Volunteers?		X	
b Paid staff or management (include compensation in expenses reported on lines 1c through 1i)?		X	
c Media advertisements?		X	
d Mailings to members, legislators, or the public?		X	
e Publications, or published or broadcast statements?		X	
f Grants to other organizations for lobbying purposes?		X	
g Direct contact with legislators, their staffs, government officials, or a legislative body?		X	
h Rallies, demonstrations, seminars, conventions, speeches, lectures, or any similar means?		X	
i Other activities?	X		157,086.
j Total. Add lines 1c through 1i			157,086.
2a Did the activities in line 1 cause the organization to not be described in section 501(c)(3)?		X	
b If "Yes," enter the amount of any tax incurred under section 4912			
c If "Yes," enter the amount of any tax incurred by organization managers under section 4912			
d If the filing organization incurred a section 4912 tax, did it file Form 4720 for this year?			

Part III-A **Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6).**

		Yes	No
1 Were substantially all (90% or more) dues received nondeductible by members?	1		
2 Did the organization make only in-house lobbying expenditures of $2,000 or less?	2		
3 Did the organization agree to carry over lobbying and political campaign activity expenditures from the prior year?	3		

Part III-B **Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6) and if either (a) BOTH Part III-A, lines 1 and 2, are answered "No;" OR (b) Part III-A, line 3, is answered "Yes."**

1 Dues, assessments, and similar amounts from members	1	
2 Section 162(e) nondeductible lobbying and political expenditures **(do not include amounts of political expenses for which the section 527(f) tax was paid):**		
a Current year	2a	
b Carryover from last year	2b	
c Total	2c	
3 Aggregate amount reported in section 6033(e)(1)(A) notices of nondeductible section 162(e) dues	3	
4 If notices were sent and the amount on line 2c exceeds the amount on line 3, what portion of the excess does the organization agree to carryover to the reasonable estimate of nondeductible lobbying and political expenditures next year?	4	
5 Taxable amount of lobbying and political expenditures. See instructions	5	

Part IV **Supplemental Information**

Provide the descriptions required for Part I-A, line 1; Part I-B, line 4; Part I-C, line 5; Part II-A (affiliated group list); Part II-A, lines 1 and 2 (see instructions); and Part II-B, line 1. Also, complete this part for any additional information.

PART II-B, LINE 1, LOBBYING ACTIVITIES:
SCHEDULE C, PART II-B, LINE 1

ENGAGED LOBBYING FIRM GRAYROBINSON PA ALONG WITH THE GRIFFIN GROUP TO PROVIDE REPRESENTATION BEFORE THE FLORIDA LEGISLATURE, COMMITTEES, AND STATE AGENCIES TO ADVANCE THE ORGANIZATION'S MISSION IN COUNTIES SERVED BY THE FOUNDATION AND COLLEGE.

SCHEDULE D (Form 990)
(Rev. December 2024)
Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
Attach to Form 990.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Employer identification number 59-6139037

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.

Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

		(a) Donor advised funds	(b) Funds and other accounts
1	Total number at end of year		
2	Aggregate value of contributions to (during year)		
3	Aggregate value of grants from (during year)		
4	Aggregate value at end of year		

5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? ☐ Yes ☐ No

6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? ☐ Yes ☐ No

Part II Conservation Easements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).
- ☐ Preservation of land for public use (for example, recreation or education)
- ☐ Preservation of a historically important land area
- ☐ Protection of natural habitat
- ☐ Preservation of a certified historic structure
- ☐ Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

		Held at the End of the Tax Year
a	Total number of conservation easements 2a	
b	Total acreage restricted by conservation easements 2b	
c	Number of conservation easements on a certified historic structure included on line 2a 2c	
d	Number of conservation easements included on line 2c acquired after July 25, 2006, and not on a historic structure listed in the National Register 2d	

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year _____

4 Number of states where property subject to conservation easement is located _____

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year _____

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year _____

8 Does each conservation easement reported on line 2d above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? ☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items.

(i) Revenue included on Form 990, Part VIII, line 1 $ 358,800.

(ii) Assets included in Form 990, Part X $ 19,780,255.

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1 $ _____

b Assets included in Form 990, Part X $ _____

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets *(continued)*

3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply).

a [X] Public exhibition
b [X] Scholarly research
c [X] Preservation for future generations
d [X] Loan or exchange program
e [ ] Other _____

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? [ ] Yes [X] No

Part IV Escrow and Custodial Arrangements Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian, or other intermediary for contributions or other assets not included on Form 990, Part X? [ ] Yes [ ] No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

		Amount
c Beginning balance	1c	
d Additions during the year	1d	
e Distributions during the year	1e	
f Ending balance	1f	

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? [ ] Yes [ ] No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII [ ]

Part V Endowment Funds Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance	110,197,076.	96,372,134.	81,995,688.	94,616,131.	85,158,594.
b Contributions	1,257,141.	6,356,915.	7,135,966.	597,563.	1,720,949.
c Net investment earnings, gains, and losses	18,084,266.	10,814,910.	10,232,916.	-9,853,178.	10,706,061.
d Grants or scholarships	2,211,087.	2,026,558.	2,039,569.	2,081,661.	1,599,909.
e Other expenditures for facilities and programs					
f Administrative expenses	1,307,339.	1,320,326.	952,867.	1,283,167.	1,369,564.
g End of year balance	126,020,057.	110,197,076.	96,372,134.	81,995,688.	94,616,131.

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

a Board designated or quasi-endowment 14.0000 %
b Permanent endowment 86.0000 %
c Term endowment _____ %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

		Yes	No
(i) Unrelated organizations?	3a(i)		X
(ii) Related organizations?	3a(ii)		X
b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R?	3b		

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land		805,491.		805,491.
b Buildings		4,187,960.	2,821,593.	1,366,367.
c Leasehold improvements				
d Equipment		23,451.	1,250.	22,201.
e Other		19,780,255.		19,780,255.
Total. Add lines 1a through 1e. *(Column (d) must equal Form 990, Part X, line 10c, column (B))*				21,974,314.

Schedule D (Form 990) (Rev. 12-2024)

532052 04-01-25

Part VII Investments - Other Securities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Col. (b) must equal Form 990, Part X, line 12, col. (B))		

Part VIII Investments - Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Col. (b) must equal Form 990, Part X, line 13, col. (B))		

Part IX Other Assets

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. *(Column (b) must equal Form 990, Part X, line 15, col. (B))*	

Part X Other Liabilities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2) GIFT ANNUITY PAYABLE	70,689.
(3) ESCROW HOUSING DEPOSITS	80,995.
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. *(Column (b) must equal Form 990, Part X, line 25, col. (B))*	151,684.

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII ☐

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements			1	21,851,880.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:				
a	Net unrealized gains (losses) on investments	2a	7,067,922.		
b	Donated services and use of facilities	2b	236,861.		
c	Recoveries of prior year grants	2c			
d	Other (Describe in Part XIII.)	2d	1,986.		
e	Add lines 2a through 2d			2e	7,306,769.
3	Subtract line 2e from line 1			3	14,545,111.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:				
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a			
b	Other (Describe in Part XIII.)	4b	-24,129.		
c	Add lines 4a and 4b			4c	-24,129.
5	Total revenue. Add lines **3** and **4c.** *(This must equal Form 990, Part I, line 12.)*			5	14,520,982.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements			1	5,154,166.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:				
a	Donated services and use of facilities	2a	220,204.		
b	Prior year adjustments	2b			
c	Other losses	2c			
d	Other (Describe in Part XIII.)	2d	24,129.		
e	Add lines 2a through 2d			2e	244,333.
3	Subtract line 2e from line 1			3	4,909,833.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:				
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a			
b	Other (Describe in Part XIII.)	4b			
c	Add lines 4a and 4b			4c	0.
5	Total expenses. Add lines **3** and **4c.** *(This must equal Form 990, Part I, line 18.)*			5	4,909,833.

Part XIII Supplemental Information

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART III, LINE 4:
THE COLLECTION PROVIDES OPPORTUNITIES FOR THE COLLEGE'S STUDENTS TO OVSERVE AND LEARN ABOUT ASIAN, AFRICAN AND PRE-COLUMBIAN ART, WHICH ARE INCLUDED IN THE PERMANENT COLLECTION.

PART XI, LINE 2D - OTHER ADJUSTMENTS:
CHANGE IN VALUE OF DONATED LIFE INSURANCE 1,986.

PART XI, LINE 4B - OTHER ADJUSTMENTS:
SPECIAL EVENT EXPENSES REPORTED ON 990 PART VIII -24,129.

PART XII, LINE 2D - OTHER ADJUSTMENTS:
SPECIAL EVENT EXPENSES REPORTED ON 990 PART VIII 24,129.

Part XIII Supplemental Information *(continued)*

SCHEDULE G (Form 990)

(Rev. December 2024)

Department of the Treasury
Internal Revenue Service

Supplemental Information Regarding Fundraising or Gaming Activities

Complete if the organization answered "Yes" on Form 990, Part IV, line 17, 18, or 19, or if the organization entered more than $15,000 on Form 990-EZ, line 6a.

Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization: COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Employer identification number: 59-6139037

Part I **Fundraising Activities.** Complete if the organization answered "Yes" on Form 990, Part IV, line 17. Form 990-EZ filers are not required to complete this part.

1 Indicate whether the organization raised funds through any of the following activities. Check all that apply.

- **a** ☐ Mail solicitations
- **b** ☐ Internet and email solicitations
- **c** ☐ Phone solicitations
- **d** ☐ In-person solicitations
- **e** ☐ Solicitation of nongovernment grants
- **f** ☐ Solicitation of government grants
- **g** ☐ Special fundraising events

2 a Did the organization have a written or oral agreement with any individual (including officers, directors, trustees, or key employees listed in Form 990, Part VII) or entity in connection with professional fundraising services? ☐ **Yes** ☐ **No**

b If "Yes," list the 10 highest paid individuals or entities (fundraisers) pursuant to agreements under which the fundraiser is to be compensated at least $5,000 by the organization.

(i) Name and address of individual or entity (fundraiser)	**(ii)** Activity	**(iii)** Did fundraiser have custody or control of contributions? Yes	**(iii)** No	**(iv)** Gross receipts from activity	**(v)** Amount paid to (or retained by) fundraiser listed in col. **(i)**	**(vi)** Amount paid to (or retained by) organization
Total						

3 List all states in which the organization is registered or licensed to solicit contributions or has been notified it is exempt from registration or licensing.

Part II **Fundraising Events.** Complete if the organization answered "Yes" on Form 990, Part IV, line 18, or reported more than $15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than $5,000.

		(a) Event #1 NIGHT AT THE FARM (event type)	(b) Event #2 (event type)	(c) Other events NONE (total number)	(d) Total events (add col. (a) through col. (c))
Revenue	1 Gross receipts	66,500.			66,500.
	2 Less: Contributions	7,400.			7,400.
	3 Gross income (line 1 minus line 2)	59,100.			59,100.
Direct Expenses	4 Cash prizes				
	5 Noncash prizes				
	6 Rent/facility costs	13,448.			13,448.
	7 Food and beverages	8,924.			8,924.
	8 Entertainment	1,000.			1,000.
	9 Other direct expenses	757.			757.
	10 Direct expense summary. Add lines 4 through 9 in column (d)				24,129.
	11 Net income summary. Subtract line 10 from line 3, column (d)				34,971.

Part III **Gaming.** Complete if the organization answered "Yes" on Form 990, Part IV, line 19, or reported more than $15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))
Revenue	1 Gross revenue				
Direct Expenses	2 Cash prizes				
	3 Noncash prizes				
	4 Rent/facility costs				
	5 Other direct expenses				
	6 Volunteer labor	☐ Yes ____ % ☐ No	☐ Yes ____ % ☐ No	☐ Yes ____ % ☐ No	
	7 Direct expense summary. Add lines 2 through 5 in column (d)				
	8 Net gaming income summary. Subtract line 7 from line 1, column (d)				

9 Enter the state(s) in which the organization conducts gaming activities: _____

a Is the organization licensed to conduct gaming activities in each of these states? ☐ Yes ☐ No

b If "No," explain: _____

10a Were any of the organization's gaming licenses revoked, suspended, or terminated during the tax year? ☐ Yes ☐ No

b If "Yes," explain: _____

11 Does the organization conduct gaming activities with nonmembers? ☐ Yes ☐ No

12 Is the organization a grantor, beneficiary or trustee of a trust, or a member of a partnership or other entity formed to administer charitable gaming? ☐ Yes ☐ No

13 Indicate the percentage of gaming activity conducted in:

a The organization's facility	**13a**	%
b An outside facility	**13b**	%

14 Enter the name and address of the person who prepares the organization's gaming/special events books and records:

Name _____

Address _____

15a Does the organization have a contract with a third party from whom the organization receives gaming revenue? ☐ Yes ☐ No

b If "Yes," enter the amount of gaming revenue received by the organization $ _____ and the amount of gaming revenue retained by the third party $ _____

c If "Yes," enter the name and address of the third party:

Name _____

Address _____

16 Gaming manager information:

Name _____

Gaming manager compensation $ _____

Description of services provided _____

☐ Director/officer ☐ Employee ☐ Independent contractor

17 Mandatory distributions:

a Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license? ☐ Yes ☐ No

b Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year $

Part IV **Supplemental Information.** Provide the explanations required by Part I, line 2b, columns (ii) and (v); and Part III, lines 9, 9b, 10b, 15b, 15c, 16, and 17b, as applicable. Also provide any additional information. See instructions.

Part IV **Supplemental Information** *(continued)*

SCHEDULE I
(Form 990)
(Rev. December 2024)
Department of the Treasury
Internal Revenue Service

Grants and Other Assistance to Organizations, Governments, and Individuals in the United States

Complete if the organization answered "Yes" on Form 990, Part IV, line 21 or 22.
Attach to Form 990.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Employer identification number 59-6139037

Part I General Information on Grants and Assistance

1 Does the organization maintain records to substantiate the amount of the grants or assistance, the grantees' eligibility for the grants or assistance, and the selection criteria used to award the grants or assistance? ☐ Yes ☒ No

2 Describe in Part IV the organization's procedures for monitoring the use of grant funds in the United States.

Part II Grants and Other Assistance to Domestic Organizations and Domestic Governments. Complete if the organization answered "Yes" on Form 990, Part IV, line 21, for any recipient that received more than $5,000. Part II can be duplicated if additional space is needed.

1 (a) Name and address of organization or government	(b) EIN	(c) IRC section (if applicable)	(d) Amount of cash grant	(e) Amount of noncash assistance	(f) Method of valuation (book, FMV, appraisal, other)	(g) Description of noncash assistance	(h) Purpose of grant or assistance
COLLEGE OF CENTRAL FLORIDA 3011 SW COLLEGE ROAD OCALA, FL 34474	59-1213999		1,419,446.	0.			ENDOW CHRS/INST ADV

2 Enter total number of section 501(c)(3) and government organizations listed in the line 1 table

3 Enter total number of other organizations listed in the line 1 table

Part III **Grants and Other Assistance to Domestic Individuals.** Complete if the organization answered "Yes" on Form 990, Part IV, line 22. Part III can be duplicated if additional space is needed.

(a) Type of grant or assistance	(b) Number of recipients	(c) Amount of cash grant	(d) Amount of non-cash assistance	(e) Method of valuation (book, FMV, appraisal, other)	(f) Description of noncash assistance
SCHOLARSHIPS	1388	1,110,228.	0.		

Part IV **Supplemental Information.** Provide the information required in Part I, line 2; Part III, column (b); and any other additional information.

PART I, LINE 2 - PROCEDURES FOR MONITORING THE USE OF GRANT FUNDS

SCHOLARSHIPS-RECIPIENTS ARE REQUIRED TO COMPLETE A SCHOLARSHIP APPLICATION AND A "FREE APPLICATION FOR FINANCIAL STUDENT AID" FORM THAT IS ANALYZED BY THE DEPARTMENT OF EDUCATION TO DETERMINE FINANCIAL ELIGIBILITY. THE COLLEGE'S FINANCIAL AID OFFICE SELECTS ELIGIBLE STUDENTS BASED ON THE CRITERIA ESTABLISHED FOR SCHOLARSHIPS.

ENDOWED CHAIRS/GRANTS-THE COLLEGE IS ADVISED THE AMOUNT AVAILABLE FOR ENHANCEMENT OF COLLEGE PROGRAMS. APPLICATION IS MADE TO THE FOUNDATION FOR AWARD OF THESE FUNDS. COMMITTEES COMPRISED OF COLLEGE STAFF AND FOUNDATION BOARD MEMBERS ELECT THE APPLICATIONS THAT WILL BE FUNDED AT THE END OF THE YEAR, THE DEPARTMENTS RECEIVING ENDOWED CHAIR/GRANT FUNDS ARE REQUIRED TO SUBMIT A NARRATIVE DETAILING HOW THE FUNDS WERE SPENT AND THE OUTCOMES ACHIEVED.

SCHEDULE J (Form 990)

(Rev. December 2024)

Department of the Treasury
Internal Revenue Service

Compensation Information

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

Complete if the organization answered "Yes" on Form 990, Part IV, line 23.

Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization: COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Employer identification number: 59-6139037

Part I Questions Regarding Compensation

			Yes	No
1a	Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.			
	☐ First-class or charter travel	☐ Housing allowance or residence for personal use		
	☐ Travel for companions	☐ Payments for business use of personal residence		
	☐ Tax indemnification and gross-up payments	☐ Health or social club dues or initiation fees		
	☐ Discretionary spending account	☐ Personal services (such as maid, chauffeur, chef)		
b	If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain	**1b**		
2	Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a?	**2**		
3	Indicate which, if any, of the following the organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.			
	☐ Compensation committee	☐ Written employment contract		
	☐ Independent compensation consultant	☐ Compensation survey or study		
	☐ Form 990 of other organizations	☐ Approval by the board or compensation committee		
4	During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:			
a	Receive a severance payment or change-of-control payment?	**4a**		X
b	Participate in or receive payment from a supplemental nonqualified retirement plan?	**4b**		X
c	Participate in or receive payment from an equity-based compensation arrangement?	**4c**		X
	If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.			
	Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.			
5	For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:			
a	The organization?	**5a**		X
b	Any related organization?	**5b**		X
	If "Yes" on line 5a or 5b, describe in Part III.			
6	For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:			
a	The organization?	**6a**		X
b	Any related organization?	**6b**		X
	If "Yes" on line 6a or 6b, describe in Part III.			
7	For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If "Yes," describe in Part III	**7**		X
8	Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III	**8**		X
9	If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?	**9**		

Part II **Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees.** Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

Note: The sum of columns (B)(i)-(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC and/or 1099-NEC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)-(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
(1) CHRISTOPHER R KNIFE	(i)	0.	0.	0.	0.	0.	0.	0.
CEO	(ii)	150,688.	0.	0.	50,089.	10,681.	211,458.	0.
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
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	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							

Part III **Supplemental Information**

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

SCHEDULE L
(Form 990)
(Rev. December 2024)
Department of the Treasury
Internal Revenue Service

Transactions With Interested Persons

Complete if the organization answered "Yes" on Form 990, Part IV, line 25a, 25b, 26, 27, 28a, 28b, or 28c; or Form 990-EZ, Part V, line 38a or 40b.
Attach to Form 990 or Form 990-EZ.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization: COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Employer identification number: 59-6139037

Part I Excess Benefit Transactions

(section 501(c)(3), section 501(c)(4), and section 501(c)(29) organizations only)

Complete if the organization answered "Yes" on Form 990, Part IV, line 25a or 25b; or Form 990-EZ, Part V, line 40b.

1 (a) Name of disqualified person	(b) Relationship between disqualified person and organization	(c) Description of transaction	(d) Corrected? Yes	(d) Corrected? No
(1)				
(2)				
(3)				
(4)				
(5)				
(6)				

2 Enter the amount of tax incurred by the organization managers or disqualified persons during the year under section 4958 ..... $

3 Enter the amount of tax, if any, on line 2, above, reimbursed by the organization ..... $

Part II Loans to and/or From Interested Persons

Complete if the organization answered "Yes" on Form 990-EZ, Part V, line 38a, or Form 990, Part IV, line 26; or if the organization reported an amount on Form 990, Part X, line 5, 6, or 22.

(a) Name of interested person	(b) Relationship with organization	(c) Purpose of loan	(d) Loan to or from the organization? To	(d) From	(e) Original principal amount	(f) Balance due	(g) In default? Yes	(g) No	(h) Approved by board or committee? Yes	(h) No	(i) Written agreement? Yes	(i) No
(1)												
(2)												
(3)												
(4)												
(5)												
(6)												
(7)												
(8)												
(9)												
(10)												
Total					$							

Part III Grants or Assistance Benefiting Interested Persons

Complete if the organization answered "Yes" on Form 990, Part IV, line 27.

(a) Name of interested person	(b) Relationship between interested person and the organization	(c) Amount of assistance	(d) Type of assistance	(e) Purpose of assistance
(1)				
(2)				
(3)				
(4)				
(5)				
(6)				
(7)				
(8)				
(9)				
(10)				

Part IV **Business Transactions Involving Interested Persons**

Complete if the organization answered "Yes" on Form 990, Part IV, line 28a, 28b, or 28c.

(a) Name of interested person	(b) Relationship between interested person and the organization	(c) Amount of transaction	(d) Description of transaction	(e) Sharing of organization's revenues?	
				Yes	No
(1) ROBERTS REAL ESTATE, INC	FAMILY	88,136.	MGMT FEES		X
(2)					
(3)					
(4)					
(5)					
(6)					
(7)					
(8)					
(9)					
(10)					

Part V **Supplemental Information**

Provide additional information for responses to questions on Schedule L. See instructions.

SCH L, PART IV, BUSINESS TRANSACTIONS INVOLVING INTERESTED PERSONS:
(A) NAME OF PERSON : ROBERTS REAL ESTATE, INC

SCHEDULE L, PART V - ADDITIONAL INFORMATION
PART IV, LINE 1 :

BOARD MEMBER JOHN ROBERTS IS RELATED TO THE SOLE OWNER OF ROBERTS REAL ESTATE, INC. WHICH SERVES AS THE MANAGEMENT COMPANY FOR THE ORGANIZATION'S STUDENT HOUSING FACILITY. BOARD MEMBER JOHN ROBERTS IS ALSO AN EMPLOYEE OF ROBERS REAL ESTATE, INC. BUT HAS NO OWNERSHIP IN THE ENTITY.

SCHEDULE M (Form 990)

Department of the Treasury
Internal Revenue Service

Noncash Contributions

Complete if the organizations answered "Yes" on Form 990, Part IV, line 29 or 30.
Attach to Form 990.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2025

Open to Public Inspection

Name of the organization: COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Employer identification number: 59-6139037

Part I Types of Property

		(a) Check if applicable	(b) Number of contributions or items contributed	(c) Noncash contribution amounts reported on Form 990, Part VIII, line 1g	(d) Method of determining noncash contribution amounts
1	Art - Works of art	X	81	358,800.	APPRAISAL
2	Art - Historical treasures				
3	Art - Fractional interests				
4	Books and publications				
5	Clothing and household goods				
6	Cars and other vehicles				
7	Boats and planes				
8	Intellectual property				
9	Securities - Publicly traded				
10	Securities - Closely held stock				
11	Securities - Partnership, LLC, or trust interests				
12	Securities - Miscellaneous				
13	Qualified conservation contribution - Historic structures				
14	Qualified conservation contribution - Other				
15	Real estate - Residential				
16	Real estate - Commercial				
17	Real estate - Other				
18	Collectibles				
19	Food inventory				
20	Drugs and medical supplies				
21	Taxidermy				
22	Historical artifacts				
23	Scientific specimens				
24	Archeological artifacts				
25	Other (RENTAL EQUIP.)	X	1	7,400.	FAIR MARKET VALUE
26	Other ( )				
27	Other ( )				
28	Other ( )				

29 Number of Forms 8283 received by the organization during the tax year for contributions for which the organization completed Form 8283, Part V, Donee Acknowledgment 29

			Yes	No
30a	During the year, did the organization receive by contribution any property reported in Part I, lines 1 through 28, that it must hold for at least 3 years from the date of the initial contribution, and which isn't required to be used for exempt purposes for the entire holding period?	30a		X
b	If "Yes," describe the arrangement in Part II.			
31	Does the organization have a gift acceptance policy that requires the review of any nonstandard contributions?	31		X
32a	Does the organization hire or use third parties or related organizations to solicit, process, or sell noncash contributions?	32a		X
b	If "Yes," describe in Part II.			
33	If the organization didn't report an amount in column (c) for a type of property for which column (a) is checked, describe in Part II.			

Part II **Supplemental Information.** Provide the information required by Part I, lines 30b, 32b, and 33, and whether the organization is reporting in Part I, column (b), the number of contributions, the number of items received, or a combination of both. Also, complete this part for any additional information.

SCHEDULE M, PART I, LINE 30B:
SCHEDULE M, PART I, COLUMN (B):
REPRESENTS THE NUMBER OF CONTRIBUTIONS RECEIVED BY THE ORGANIZATION FOR EACH TYPE OF PROPERTY REPORTED IN PART I.

SCHEDULE O (Form 990)
(Rev. December 2024)
Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on Form 990 or 990-EZ or to provide any additional information.
Attach to Form 990 or Form 990-EZ.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization: COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Employer identification number: 59-6139037

FORM 990, PART I, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:
ACTION, CHARITABLE GIVING AND COMMUNITY INVOLVEMENT. IN 2025 DONORS HAVE REMAINED LOYAL TO THE COLLEGE MISSION DONATING $2,059,631 IN SUPPORT, ESTABLISHING 9 NEW ENDOWMENTS, AND PROVIDING PROGRAM SUPPORT. THE PROMISE FOR THE FUTURE FUND OF $5.8 MILLION SUPPORTS PROGRAM DEVELOPMENT. ADDITIONAL FUNDS DONATED THROUGH THE PROMISE FOR THE FUTURE CAMPAIGN OF $2.4 MILLION IS AVAILABLE FOR THE LEVY COUNTY CAMPUS FACILITY AND PROGRAMS. TAKING ELEMENTARY PROMISING STUDENTS TO CF (STEPS TO CF) IS A UNIQUE PROGRAM THAT AWARDS FIFTH GRADE STUDENTS FROM DONOR-ADOPTED SCHOOLS SCHOLARSHIPS TO THE COLLEGE UPON THEIR HIGH SCHOOL GRADUATION. THE FOUNDATION PROVIDES AT LEAST TWO SCHOLARSHIPS OF $4,000 TOWARD TUITION AND FEES TO EVERY SCHOOL WITHIN THE 3 COUNTY SERVICE AREA. THE PATRIOT FUND PROVIDES EMERGENCY RELIEF FUNDS FOR STUDENTS FACING DIRE ECONOMIC SITUATIONS TO HELP THEM ACHIEVE THEIR ACADEMIC GOALS.

FORM 990, PART III, LINE 4D, OTHER PROGRAM SERVICES:
STUDENT HOUSING: THE FOUNDATION OWNS AND OPERATES A 192 UNIT APARTMENT COMPLEX FOR STUDENTS OF THE COLLEGE.
EXPENSES $ 928,955. INCLUDING GRANTS OF $ 0. REVENUE $ 911,922.

FORM 990, PART VI, SECTION A, LINE 3:
MANAGEMENT OF COLLEGE SQUARE STUDENT RESIDENCE HANDLED BY ROBERTS REAL ESTATE, INC. FOR A PERCENTAGE OF THE GROSS RENTAL INCOME.DIRECTOR JOHN ROBERTS IS AN EMPLOYEE OF ROBERTS REAL ESTATE, INC,BUT HAS NO OWNERSHIP IN THE ENTITY.

FORM 990, PART VI, SECTION B, LINE 11B:
A " PUBLIC DISCLOSURE" COPY OF THE FORM 990 WAS DISTRIBUTED TO THE EXECUTIVE COMMITTEE AND REVIEWED DURING THEIR MEETING PRIOR TO THE RETURN BEING FILED. A " PUBLIC DISCLOSURE " COPY OF THE FORM 990 WAS ALSO PROVIDED TO THE BOARD PRIOR TO THE RETURN BEING FILED.

FORM 990, PART VI, SECTION B, LINE 12C:
ANNUAL DISCLOSURE FORM IS SENT TO ALL BOARD MEMBERS PRIOR TO PREPARATION OF THE IRS FORM 990.

FORM 990, PART VI, SECTION B, LINE 15:

PART VI, LINE 15A - COMPENSATION PROCESS FOR TOP OFFICIAL

FOUNDATION EMPLOYEES ARE PAID THROUGH THE COLLEGE OF CENTRAL FLORIDA'S PAYROLL DEPARTMENT AND ARE PAID IN ACCORDANCE WITH THE COLLEGE'S SALARY SCHEDULE. THE COLLEGE OF CENTRAL FLORIDA RETAINS OUTSIDE CONSULTANTS ANNUALLY TO MARKET PRICE JOB DESCRIPTIONS TO INSURE THAT SALARIES ARE IN LINE WITH WHAT OTHER STATE OR COMMUNITY COLLEGES ARE PAYING FOR SIMILAR POSITIONS.

PART VI, LINE 15B - COMPENSATION PROCESS FOR OFFICERS

FOUNDATION EMPLOYEES ARE PAID THROUGH THE COLLEGE OF CENTRAL FLORIDA'S PAYROLL DEPARTMENT AND ARE PAID IN ACCORDANCE WITH THE COLLEGE'S SALARY

Name of the organization COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Employer identification number 59-6139037

SCHEDULE. THE COLLEGE RETAINS OUTSIDE CONSULTANTS ANNUALLY TO MARKET PRICE JOB DESCRIPTIONS TO INSURE THAT SALARIES ARE IN LINE WITH WHAT OTHER STATE OR COMMUNITY COLLEGES ARE PAYING FOR SIMILAR POSITIONS.

FORM 990, PART VI, SECTION C, LINE 19:
CONFLICT OF INTEREST POLICY AND GOVERNING DOCUMENTS ARE PUBLISHED IN THE BOARD DIRECTORY. FINANCIAL STATEMENTS ARE AVAILABLE ON THE ORGANIZATION'S WEBSITE AND CAN BE PROVIDED UPON REQUEST.

FORM 990, PART VIII
LINE 7B COST OR OTHER BASIS AND SALES EXPENSES: THE BASIS REPORTED FOR SECURITIES SALES REFLECTS THE BASIS REPORTED ON THE ORGANIZATION'S BOOKS AND RECORDS WHICH IS FAIR MARKET VALUE. ORIGINAL COST BASIS IS NOT READILY AVAILABLE.

FORM 990, PART XI, LINE 9, CHANGES IN NET ASSETS:
CHANGE IN VALUE OF DONATED LIFE INSURANCE 1,986.

SCHEDULE R (Form 990)
(Rev. January 2025)
Department of the Treasury
Internal Revenue Service

Related Organizations and Unrelated Partnerships

Complete if the organization answered "Yes" on Form 990, Part IV, line 33, 34, 35b, 36, or 37.
Attach to Form 990.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization: COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

Employer identification number: 59-6139037

Part I **Identification of Disregarded Entities.** Complete if the organization answered "Yes" on Form 990, Part IV, line 33.

(a) Name, address, and EIN (if applicable) of disregarded entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity

Part II **Identification of Related Tax-Exempt Organizations.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related tax-exempt organizations during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Exempt Code section	(e) Public charity status (if section 501(c)(3))	(f) Direct controlling entity	(g) Section 512(b)(13) controlled entity? Yes	(g) Section 512(b)(13) controlled entity? No
COLLEGE OF CENTRAL FLORIDA - 59-1213999 3001 SW COLLEGE ROAD OCALA, FL 34474	HIGHER ED	FLORIDA			N/A		X

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule R (Form 990) (Rev. 1-2025)

LHA 532161 04-01-25

Part III **Identification of Related Organizations Taxable as a Partnership.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a partnership during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(f) Share of total income	(g) Share of end-of-year assets	(h) Disproportionate allocations? Yes	(h) No	(i) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner? Yes	(j) No	(k) Percentage ownership

Part IV **Identification of Related Organizations Taxable as a Corporation or Trust.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a corporation or trust during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Type of entity (C corp, S corp, or trust)	(f) Share of total income	(g) Share of end-of-year assets	(h) Percentage ownership	(i) Section 512(b)(13) controlled entity? Yes	(i) No

Part V **Transactions With Related Organizations.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, 35b, or 36.

Note: Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.		Yes	No
1 During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV?			
a Receipt of **(i)** interest, **(ii)** annuities, **(iii)** royalties, or **(iv)** rent from a controlled entity	1a		X
b Gift, grant, or capital contribution to related organization(s)	1b	X	
c Gift, grant, or capital contribution from related organization(s)	1c		X
d Loans or loan guarantees to or for related organization(s)	1d		X
e Loans or loan guarantees by related organization(s)	1e		X
f Dividends from related organization(s)	1f		X
g Sale of assets to related organization(s)	1g		X
h Purchase of assets from related organization(s)	1h		X
i Exchange of assets with related organization(s)	1i		X
j Lease of facilities, equipment, or other assets to related organization(s)	1j	X	
k Lease of facilities, equipment, or other assets from related organization(s)	1k		X
l Performance of services or membership or fundraising solicitations for related organization(s)	1l		X
m Performance of services or membership or fundraising solicitations by related organization(s)	1m		X
n Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)	1n	X	
o Sharing of paid employees with related organization(s)	1o	X	
p Reimbursement paid to related organization(s) for expenses	1p	X	
q Reimbursement paid by related organization(s) for expenses	1q	X	
r Other transfer of cash or property to related organization(s)	1r		X
s Other transfer of cash or property from related organization(s)	1s		X

2 If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

(a) Name of related organization	(b) Transaction type (a-s)	(c) Amount involved	(d) Method of determining amount involved
(1) COLLEGE OF CENTRAL FLORIDA	B	2,533,306.	FAIR MARKET VALUE
(2) COLLEGE OF CENTRAL FLORIDA	J	911,922.	FAIR MARKET VALUE
(3) COLLEGE OF CENTRAL FLORIDA	P	667,568.	FAIR MARKET VALUE
(4) COLLEGE OF CENTRAL FLORIDA	O	210,137.	FAIR MARKET VALUE
(5)			
(6)			

Part VI **Unrelated Organizations Taxable as a Partnership.** Complete if the organization answered "Yes" on Form 990, Part IV, line 37.

Provide the following information for each entity taxed as a partnership through which the organization conducted more than five percent of its activities (measured by total assets or gross revenue) that was not a related organization. See instructions regarding exclusion for certain investment partnerships.

(a) Name, address, and EIN of entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(e) Are all partners sec. 501(c)(3) orgs.? Yes	(e) No	(f) Share of total income	(g) Share of end-of-year assets	(h) Disproportionate allocations? Yes	(h) No	(i) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner? Yes	(j) NO	(k) Percentage ownership

Part VII **Supplemental Information**

Provide additional information for responses to questions on Schedule R. See instructions.

DIRECT-SUPPORT ORGANIZATIONS (DSO) AUDIT REVIEW CHECK LIST

COLLEGE OF CENTRAL FLORIDA FOUNDATION, INC.

FOR THE YEAR ENDING: 2025

COLLEGE PRESIDENT'S RESPONSE TO DSO AUDIT:

1. In accordance with Section 1004.70(2), Florida Statutes (F.S.), did the chair of the board of trustees appoint a representative to the board of directors and the executive committee of each direct-support organization established under section 1004.70, Florida Statutes?

   YES__X__ NO____

   NAME OF APPOINTEE: Fred Roberts, Jr.

2. In accordance with section 1004.70(2), F.S., did the president or the president's designee serve on the board of directors and the executive committee of the college's direct-support organization?

   YES__X___ NO____

   NAME OF APPOINTEE: James D. Henningsen

3. In accordance with section 1004.70(4)(c), F.S., did the board of trustees approve all transactions or agreements between one direct support organization and another direct support organization?

   YES____ NO____ N/A_X__

4. In accordance with section 1004.70(4)(e), F.S., did the board of trustees authorize all debt, including lease-purchase agreements, incurred by the direct-support organization? (Authorization for approval of short-term loans and lease-purchase agreements for a term of not more than five years, including renewals, extensions, and refundings, for goods, materials, equipment, and services may be delegated by the board of trustees to the board of directors of the direct-support organization. Trustees shall evaluate proposals for debt according to guidelines issued by the Division of Florida Colleges. Revenues of the Florida College System institution may not be pledged to debt issued by direct-support organizations.)

   YES___ NO___ N/A__X_

5. In accordance with section 1004.70(5), F.S., did this direct-support organization submit to the board of trustees a copy of its Internal Revenue Service (IRS) Application for Recognition of Exemption form (Form 1023) and its IRS Return of Organization Exempt from Income Tax form (Form 990)?

   YES__X__ NO ___

6. Did the board of trustees review the following issues and accept the annual audit?
   A. College support of direct-support organization's operating expenses.
   B. Annual change in the direct-support organization's net assets.

C. Direct-support organization's ability to cover indebtedness (both current and projected).
D. Direct-support organization's internal controls.
E. Direct-support organization's compliance with Florida Statute.

YES_X_ NO ___

7. If the direct-support organization expended $750,000 or more in federal awards during the fiscal year, was an independent federal single audit performed as required pursuant to the *Single Audit Act Amendments of 1996 (Section 7502 (a)(1)(A)); OMB Circular A-133 (Part 3, Section M)*; the *Florida Single Audit Act (F.S. 215.97 (2)(a));* or other applicable federal and state law?

YES___ NO___ N/A__X_

8. Did the board of trustees approve for the addition or cancellation of a direct-support organization and notify the Florida College System Budget Office and Division?

YES___ NO___ N/A__X_

COLLEGE OF CENTRAL FLORIDA
COLLEGE NAME

_____ _____
PRESIDENT (SIGNATURE) DATE

James D. Henningsen
(Print Name)

_____ _____
CHAIRMAN, BOARD OF TRUSTEES (SIGNATURE) DATE

Charlie Stone
(Print Name)

Please attach this checklist to the audit and return to:

Director, The Florida College System Budget Office
Florida Department of Education
325 West Gaines Street, Suite #1224
Tallahassee, FL 32399-0400
Collegereporting@fldoe.org

COLLEGE OF CENTRAL FLORIDA

35

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: June 24, 2026

SUBJECT: Appleton Cultural Center, Inc. - Annual Financial Audit Ending December 31, 2025

INITIATOR: Charles A. Prince
Vice President of Administration and Finance

DATE: June 17, 2026

OBJECTIVE AND PERTINENT FACTS:

At the June 26, 2007 Board meeting, the Board approved the recommendation to make the Appleton Cultural Center, Inc. a Direct Support Organization (DSO) of the College. The Appleton Cultural Center, Inc. is required to have an annual financial audit performed. The Financial Statements and Independent Auditors' Report for the period ending December 31, 2025, and the Direct-Support Organizations (DSO) Audit Review Check List are provided for the Board's review.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees acknowledges receipt of the Appleton Cultural Center, Inc. annual audit and DSO checklist for the period ending December 31, 2025.

2025

The Appleton Cultural Center, Inc.

Financial Statements and Independent Auditor's Report

December 31, 2025

PURVIS GRAY

CERTIFIED PUBLIC ACCOUNTANTS

FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITOR'S REPORT

THE APPLETON CULTURAL CENTER, INC.
OCALA, FLORIDA

DECEMBER 31, 2025

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PURVIS GRAY

INDEPENDENT AUDITOR'S REPORT

Board of Directors
The Appleton Cultural Center, Inc.
Ocala, Florida

Opinion
We have audited the accompanying financial statements of The Appleton Cultural Center, Inc. (the Center), a blended component unit of the College of Central Florida, as of and for the year ended December 31, 2025, and the related notes to the financial statements, which collectively comprise the Center's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Center as of December 31, 2025, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion
We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audit contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Center and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements
Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Center's ability to continue as a going concern for the twelve months beyond the financial statement date, including any currently known information that may raise any substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and,

therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Center's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Center's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Board of Directors
The Appleton Cultural Center, Inc.
Ocala, Florida

INDEPENDENT AUDITOR'S REPORT

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated May 27, 2026, on our consideration of the Center's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Center's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Center's internal control over financial reporting and compliance.

Purvis Gray

May 27, 2026
Ocala, Florida

THE APPLETON CULTURAL CENTER, INC.
MANAGEMENT'S DISCUSSION AND ANALYSIS
DECEMBER 31, 2025
(Unaudited)

Introduction

The Management's Discussion and Analysis (MD&A) of The Appleton Cultural Center, Inc. (the Center) provides an overview of the financial position and activities of the Center for the fiscal year ended December 31, 2025. The intent of this discussion and analysis is to look at the Center's performance as a whole for the twelve-month period from January 1, 2025 to December 31, 2025. This MD&A has been prepared by management and should be read in conjunction with the audited financial statements that follow this section. Responsibility for the completeness and fairness of this information rests with the Center management.

Financial Highlights

The Center's financial position remained strong at December 31, 2025, with total assets of $697,519 and no liabilities. Net position, which represents the difference between assets and liabilities, increased $25,177 during the fiscal year 2025 to $697,519 at December 31, 2025. The Center's investments recognized a gain of $2,775, which is reflected in the total revenues at December 31, 2025.

Using the Annual Report

The financial statements consist of three basic financial statements: the statement of net position; the statement of revenues, expenses, and changes in net position; and the statement of cash flows. These financial statements are prepared in accordance with Governmental Accounting Standards Board (GASB) principles, which establish standards for external financial reporting for public colleges, universities, and other governmental entities. The Center is required to prepare its annual report using GASB principles. These statements present a long-term view of the Center's finances.

The Statement of Net Position

The statement of net position presents the financial position of the Center at the end of the fiscal year and includes all assets and liabilities of the Center. Net position, the difference between total assets and total liabilities, is an indicator of the current financial condition of the Center. The change in net position is an indicator of whether the overall financial condition has improved or worsened during the year.

Assets and liabilities are generally measured using current values. A summarized comparison of the Center's assets, liabilities, and net position at December 31, 2025 and 2024, is presented in the following table:

THE APPLETON CULTURAL CENTER, INC.
MANAGEMENT'S DISCUSSION AND ANALYSIS
DECEMBER 31, 2025
(Unaudited)

STATEMENT OF NET POSITION

	2025	2024
Current Assets		
Cash and Cash Equivalents	$ 83,549	$ 72,340
Cash and Cash Equivalents - Endowment	-	199,166
Accrued Interest Receivable	4,937	-
Total Current Assets	88,486	271,506
Non-Current Assets		
Certificate of Deposit - Endowment	609,033	400,834
Total Non-Current Assets	609,033	400,834
Total Assets	$ 697,519	$ 672,340
Liabilities		
Accounts Payable	$ -	$ -
Total Liabilities	-	-
Net Position		
Restricted:		
Expendable Endowment Earnings	88,486	72,340
Non-Expendable Endowment Principal	609,033	600,000
Total Net Position	$ 697,519	$ 672,340

Current assets primarily consist of cash, cash equivalents, and investments. Non-current assets consists of certificates of deposit. A review of the Center's statement of net position at December 31, 2025 and 2024, shows that the Center's net position increased by $25,177. Total assets increased by $25,179 and total liabilities decreased by $0.

Debt Administration

Debt

The Center does not have any debt.

The Statement of Revenues, Expenses, and Changes in Net Position

The statement of revenues, expenses, and changes in net position presents the Center's results of operations. In accordance with GASB reporting principles, revenues and expenses are classified as either operating or non-operating. A summary of the Center's revenues, expenses, and changes in net position for the fiscal years ended December 31, 2025 and 2024, is shown on the following table:

REVENUES, EXPENSES, AND CHANGES IN NET POSITION

	2025	2024
Operating Expenses		
Corporate Filing Fees	$ 61	$ 70
Professional Fees	7,150	6,500
(Total Operating Expenses)	(7,211)	(6,570)
Operating Income (Loss)	(7,211)	(6,570)
Non-Operating Revenues		
Interest and Dividends	29,614	31,783
Unrealized Gain (Loss) on Investments	2,776	928
Total Non-Operating Revenues	32,390	32,711
Change in Net Position	25,179	26,141
Net Position, Beginning of Year	672,340	646,199
Net Position, End of Year	$ 697,519	$ 672,340

The Statement of Cash Flows

The statement of cash flows provides additional information about the Center's financial results by reporting the major sources and uses of cash. Its primary purpose is to provide relevant information about the cash receipts and cash payments of an entity during a period. The statement of cash flows also helps users assess:

- An entity's ability to generate future net cash flows.
- Its ability to meet its obligations as they come due.
- Its need for external financing.

A comparative summary of the statement of cash flows for the Center for the fiscal years ended December 31, 2025 and 2024, is shown in the following table:

CASH FLOWS

	2025	2024
Cash Flows from Operating Activities		
Payments to Others	$ (7,211)	$ (7,270)
Net Cash Provided by (Used in) Operating Activities	(7,211)	(7,270)
Cash Flows from Investing Activities		
Purchases of Investments	(410,359)	(200,000)
Interest and Dividends Received	29,613	31,783
Proceeds from Sale of Investments	200,000	200,000
Net Cash Provided by (Used in) Investing Activities	(180,746)	31,783
Net Increase (Decrease) in Cash and Cash Equivalents	(187,957)	24,513
Cash and Cash Equivalents, Beginning of Year	271,506	246,993
Cash and Cash Equivalents, End of Year	$ 83,549	$ 271,506

The Center's liquidity remained steady during the reporting year. For the purpose of cash flows, the Center considers cash equivalents to include cash on hand, time deposits, certificates of deposit, and all highly liquid debt instruments with original maturities of three months or less. Money market funds temporarily held in the investment account are considered investments for cash flow reporting.

During the fiscal year ended December 31, 2025, cash and cash equivalents were at $83,549. The Center has adequate funds on hand to pay invoices upon demand and approval. The net cash used for operating activities was $7,211.

Economic Factors That Will Affect the Future

The economic position of the Center is closely tied to Marion, Citrus, and Levy Counties, and the State of Florida.

Investment income will play a key role in generating revenues for the Center as 30% to 50% of revenues are generally attributed to investment activity.

Chris Knife, Vice President for Institutional Advancement/CEO for the College of Central Florida Foundation; Charles Prince, Vice President of Admin and Finance; and Mark Paugh, Vice President of Academic Affairs work closely to further the Center's vision and purpose. The Center continues to make advancements towards its mission of providing charitable and educational aid to help the College of Central Florida promote academic excellence.

Requests for Information

This section of the Center's annual financial report is designed to provide a general overview of the Center's finances. Questions about any of the information provided in this report or requests for additional information should be addressed to the Assistant Vice President of Finance, Dawn Gonsalves, 3001 SW College Road Ocala, Florida 34474, 352-854-2322, ext. 1278.

FINANCIAL STATEMENTS

STATEMENT OF NET POSITION
DECEMBER 31, 2025
THE APPLETON CULTURAL CENTER, INC. - OCALA, FLORIDA

ASSETS

Current Assets		
Cash and Cash Equivalents	$	83,549
Accrued Interest Receivable		4,937
Total Current Assets		88,486
Non-Current Assets		
Certificate of Deposit - Endowment		609,033
Total Non-Current Assets		609,033
Total Assets		697,519

LIABILITIES

Liabilities		
Accounts Payable		-
Total Liabilities		-

NET POSITION

Net Position		
Restricted:		
Endowment:		
Expendable		88,486
Non-Expendable		609,033
Total Net Position	$	697,519

See accompanying notes.

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
FOR THE YEAR ENDED DECEMBER 31, 2025
THE APPLETON CULTURAL CENTER, INC. - OCALA, FLORIDA

Operating Expenses		
Professional Fees	$	7,150
Corporate Filing Fees		61
(Total Operating Expenses)		(7,211)
Operating Income (Loss)		(7,211)
Non-Operating Revenue		
Investment Earnings:		
Interest and Dividends		29,614
Gain (Loss) on Investments		2,776
Total Non-Operating Revenue		32,390
Change in Net Position		25,179
Net Position, Beginning of Year		672,340
Net Position, End of Year	$	697,519

See accompanying notes.

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2025
THE APPLETON CULTURAL CENTER, INC. - OCALA, FLORIDA

Cash Flows from Operating Activities	
Payments to Others	$ (7,211)
Net Cash Provided by (Used in) Operating Activities	(7,211)
Cash Flows from Investing Activities	
Purchases of Certificates of Deposit	(410,359)
Interest and Dividends Received	29,613
Proceeds from Sale of Certificates of Deposit	200,000
Net Cash Provided by (Used in) Investing Activities	(180,746)
Net Increase (Decrease) in Cash and Cash Equivalents	(187,957)
Cash and Cash Equivalents, Beginning of Year	271,506
Cash and Cash Equivalents, End of Year	$ 83,549
Reconciliation of Operating Income to Net Cash Provided by (Used in) Operating Activities	
Operating Income (Loss)	$ (7,211)
Net Cash Provided by (Used in) Operating Activities	$ (7,211)

See accompanying notes.

NOTES TO FINANCIAL STATEMENTS
THE APPLETON CULTURAL CENTER, INC. - OCALA, FLORIDA

Note 1 - Summary of Significant Accounting Policies

The following is a summary of the more significant accounting policies of The Appleton Cultural Center, Inc. (the Center), which affect elements of the accompanying basic financial statements:

Reporting Entity

The Center is a governmental not-for-profit direct support organization and component unit of the College of Central Florida (the College) as provided for under Section 1004.70, Florida Statutes. The Center was organized as a Florida not-for-profit corporation on September 27, 1982. It first acquired assets in June 1983, and opened its doors to the general public in December 1987. The purpose of the Center is to establish a facility within the City of Ocala, Florida, to serve as a museum and cultural center. In July 1990, the Center transferred all assets, except its fine arts endowment, to the Florida State University Foundation and College of Central Florida Foundation, Inc., who owned and operated the museum until November 2004. Both Foundations entered into lease agreements with their respective institutions for the operations of the museum until that time. In November 2004, Florida State University Foundation relinquished, by agreement, their share of the museum's assets to the College of Central Florida and its Foundation.

Measurement Focus - Basis of Accounting

The financial statements of the Center are prepared in accordance with accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board is responsible for establishing accounting principles generally accepted in the United States of America for state and local governments through its pronouncements (*Statements and Interpretations*).

For financial reporting purposes, the Center is considered a special purpose government engaged only in business-type activities. Accordingly, the Center's financial statements have been presented using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis, revenues are recognized when earned, and expenses are recorded when an obligation has been incurred.

The significant accounting policies followed are described below to enhance the usefulness of the financial statements to the reader.

The financial statements of the Center are reported in a single major enterprise fund, which is composed of two sub accounts as follows:

- *Restricted Expendable Operating Account*—Includes income and change in fair market value of endowment investments, which are restricted to educational programs directly related to fine arts activities.

- *Permanent Non-Expendable Endowment Account*—Includes permanent restricted endowment contributions, which are non-expendable donations subject to donor-imposed restrictions, requiring that the principal be invested in perpetuity and that only the income generated be used for current expenditures. As described in further detail in Note 3, the permanent account maintains a continual balance of $600,000 (see Note 3 for a further description of the Center's primary program operated within these two fund types).

Donated Services
No amounts have been reported in the financial statements for donated services because an objective basis is not available to measure the value of such services.

Income Taxes
The Center was incorporated as a not-for-profit corporation and is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code (IRC) and has been classified as an organization that is not a private foundation under Section 509(a)(3) of the IRC. Contributions to the Center qualify for the charitable contribution tax deduction.

Deposits with Financial Institutions and Investments
The Center's endowment funds, which include cash and cash equivalents and certificates of deposit, are held at a financial institution designated as a Qualified Public Depository under the *Florida Public Deposits Act*. Accordingly, the Foundation's bank balances and certificates of deposit are fully insured or collateralized through the Federal Deposit Insurance Corporation (FDIC) and the Bureau of Collateral Management, Division of Treasury, State of Florida.

The Center also maintains funds in the Federated Treasury Obligations Fund, a money market mutual fund invested primarily in U.S. Treasury securities and repurchase agreements collateralized by U.S. Treasury securities. These funds are not covered by the Florida Qualified Public Depository program or FDIC insurance. The Federated Treasury Obligations Fund is reported at amortized cost, which approximates fair value. The fund was rated AAAm by Standard & Poor's at year-end. Management considers the Center's exposure to custodial credit risk and interest rate risk to be minimal.

The Center has not adopted a formal investment policy. Investments are limited to those authorized by Florida Statutes Section 218.415.

For the purpose of the statement of cash flows, cash equivalents include cash on hand, a sweep account and a multibank money market fund.

Pervasiveness of Estimates
The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Classification of Revenues
The Center classifies its revenues as operating or non-operating according to the following criteria:

- *Operating Revenues*—The Center's principal operating activity is College program and museum support.

- *Non-Operating Revenues*—Include activities, such as state appropriations, grants, and individual gifts. Non-operating revenues also include all earnings from permanent endowment.

Note 2 - Deposits and Investments

Investments
All deposits are managed by Truist under a discretionary investment management agreement. As of December 31, 2025, the Center had a carrying value of cash and cash equivalents which includes a money market fund that is Federated Treasury Obligations Fund Cap of $83,549. The certificates of deposit bear an interest rate of 4.05%, 4.30%, and 4.45% and have maturities ranging from 1 month to 41 months, which are subject to penalties for early withdrawal. The balance as of December 31, 2025, was $609,033.

While the Center is the Trustee of the permanent endowment fund, the State of Florida is entitled to the full amount upon dissolution of the Center and its operations.

Note 3 - Florida Fine Arts Endowment

In 1987, the Center established a fine arts endowment fund to which it deposited $360,000 as specified by the Florida Fine Arts Endowment Program Trust Agreement (the Trust Agreement). The Florida Department of State then deposited a matching share in the amount of $240,000 for a total of $600,000.

Under the terms of the Trust Agreement, the Center is the Trustee, and the $600,000 principal balance shall be maintained in the Center's Fine Arts Endowment Program Fund at all times. Upon dissolution of the Center, the $600,000 principal balance shall be remitted to the State of Florida as the state is entitled to this portion of the Cultural Endowment Fund. The Center has interpreted the State of Florida, Department of State, and Division of Cultural Affairs, as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds. As a result of this interpretation, the Center classifies as permanent non-expendable endowed net position, the original value of gifts donated to the endowment. The remaining portion (consisting of interest, dividends, and realized and unrealized gains and losses that is not classified as permanent non-expendable net position) is classified as restricted expendable net position until those amounts are appropriated for expenditures incurred while engaged in educational programs directly related to fine arts activities in accordance with the standard of prudence prescribed by the Florida Department of State.

The Center has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the Center must hold in perpetuity and mutual fund products, which invest in U.S. Government Securities that are intended to result in a consistent inflation-protected rate of return. However, actual returns in any given year may vary and investment risk is measured in terms of the total endowment fund.

Note 4 - Related-Party Transaction

The Center is a direct support organization to the College. The Center's expenses are paid by the College and reimbursed by the Center. The Center incurred professional fees of $7,150 and corporate filing fees of $61 for the year ended December 31, 2025. As a result of this arrangement, The Center transferred $7,211 to the College in order to pay accrued professional fees and reimbursement of expenses incurred.

OTHER REPORTS

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors
The Appleton Cultural Center, Inc.
Ocala, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the business-type activity, as of and for the year ended December 31, 2025, and the related notes to the financial statements, which collectively comprise The Appleton Cultural Center, Inc.'s (the Center) basic financial statements and have issued our report thereon dated May 27, 2026.

Report on Internal Control Over Financial Reporting
In planning and performing our audit of the financial statements, we considered the Center's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Center's internal control. Accordingly, we do not express an opinion on the effectiveness of the Center's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters
As part of obtaining reasonable assurance about whether the Center's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance with which could have a direct and material effect on

Board of Directors
The Appleton Cultural Center, Inc.
Ocala, Florida

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Center's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Center's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Purvis Gray

May 27, 2026
Ocala, Florida

PURVIS GRAY

INDEPENDENT ACCOUNTANT'S REPORT

Board of Directors
The Appleton Cultural Center, Inc.
Ocala, Florida

We have examined The Appleton Cultural Center, Inc.'s (the Center) compliance with the requirements of Section 218.415, Florida Statutes, with regards to the Center's investments during the year ended December 31, 2025. Management is responsible for the Center's compliance with those requirements. Our responsibility is to express an opinion on the Center's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Center complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the Center complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgement, including an assessment of the risks of material non-compliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the examination engagement.

Our examination does not provide a legal determination on the Center's compliance with specified requirements.

In our opinion, the Center complied, in all material respects, with the aforementioned requirements for the year ended December 31, 2025.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, federal and other granting agencies, Board members, and applicable management, and is not intended to be, and should not be, used by anyone other than those specified parties.

Purvis Gray

May 27, 2026
Ocala, Florida

PURVIS GRAY

CERTIFIED PUBLIC ACCOUNTANTS

Gainesville | Ocala | Tallahassee | Sarasota | Orlando | Tampa

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PURVIS GRAY

May 20, 2026

The Appleton Cultural Center, Inc.
4333 Silver Springs Blvd
Ocala, FL 34470

Board of Directors

Enclosed are the original and one copy of the 2025 exempt organization return, as follows...

2025 Form 990

Please be sure to read the attached Tax Return Engagement Memorandum. We suggest that you examine these returns carefully to fully acquaint yourself with all the items contained therein to ensure that there are no omissions or misstatements. Attached are instructions for signing and filing each return. Please follow those instructions carefully.

The original return should be dated, signed and filed in accordance with the filing instructions. The copy should be retained for your files.

Also enclosed is any material you furnished for use in preparing the returns. If the returns are examined, requests may be made for supporting documentation. Therefore, we recommend that you retain all pertinent records for at least seven years.

In order that we may properly advise you of tax considerations, please keep us informed of any significant changes in your financial affairs or of any correspondence received from taxing authorities.

If you have any questions or if we can be of assistance in any way, please do not hesitate to call.

Very truly yours,

Purvis Gray & Company, LLP

PURVIS GRAY

TAX RETURN ENGAGEMENT MEMORANDUM

We appreciate the opportunity to serve you and prepare your tax return. This memorandum is to inform you of important matters related to that preparation and remind you of some important responsibilities placed on you as the taxpayer. **Please read this carefully before signing your return.**

Your tax return was prepared using information you provided. We have not audited or independently verified the data you furnished even though we may have asked for further clarification on some of the information, even if we issued an auditors' or accountants' report on your financial statements. It is your responsibility to provide all the information required for the preparation of complete and accurate returns. You should retain all the documents, canceled checks and other information that form the basis of income and deductions. This includes documents we returned to you. Such documentation may be necessary to prove the accuracy and completeness of the return to a taxing authority.

Your returns are subject to review by taxing authorities. Any items resolved against you by the examining agent are subject to certain rights of appeal. In the event of an examination, we will be available to represent you, billing you for such services at our standard hourly rates.

Generally, no deduction shall be allowed for any travel expense, business gifts, or for the use of "listed property," unless the taxpayer can substantiate the business use or purpose by adequate records or sufficient evidence. For a meal deduction, the records must document the amount, time, place and business purpose. The term "listed property" includes property subject to business and personal use, e.g., automobiles, boats, airplanes, portable telephones and home computers. Failure to comply with these requirements can result in the disallowance of the deductions and in the assessment of substantial penalties. Our understanding is that the information you provided is supported by records required.

Special documentation requirements apply when deducting certain charitable contributions. Examples of these requirements include (1) certain contributions of $250 or more must be supported by a written acknowledgement from the charitable organization; (2) a deduction of $500 or more of a motor vehicle, boat, or airplane requires an attached statement to your return; and (3) certain noncash contributions of $5,000 or more may require a timely prepared "qualified appraisal" or the deduction will be disallowed. We have not attempted to verify your records regarding charitable contributions, even though we may have asked you for clarification or additional details while preparing the return.

The law provides for a number of penalties which may be assessed by the Internal Revenue Service or other tax authority. A complete list of those penalties is not included herein, but please be advised that a penalty may apply if (1) there is a late payment of tax; (2) there is a failure to timely file the return; or (3) there is a failure to make timely and adequate estimated tax payments. Also, a 20% penalty may be applied if there is (1) negligence or disregard of the rules and regulations; (2) a substantial valuation overstatement; (3) a substantial estate or gift valuation understatement or (4) there is a substantial underpayment of income tax. A substantial underpayment generally is one that exceeds the greater of 10% of the correct tax for the year or $5,000 ($10,000 in the case of a "C" corporation).

As taxpayer, you have the final responsibility for the tax return. You should carefully review any return before you sign and file such return. After you review your return, if you find that you did not provide us with all necessary information or there is a possibility that information provided may not be in accordance with the appropriate guidelines, please contact us immediately to discuss such matters before filing the tax return since revisions may be required.

Once again, thank you for the opportunity to be of service.

Purvis, Gray & Company, LLP

Form **990**

Department of the Treasury
Internal Revenue Service

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)
Do not enter social security numbers on this form as it may be made public.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2025

Open to Public Inspection

A For the 2025 calendar year, or tax year beginning **and ending**

B Check if applicable:
- ☐ Address change
- ☐ Name change
- ☐ Initial return
- ☐ Final return/ terminated
- ☐ Amended return
- ☐ Application pending

C Name of organization
THE APPLETON CULTURAL CENTER, INC.
Doing business as
Number and street (or P.O. box if mail is not delivered to street address) Room/suite
4333 SILVER SPRINGS BLVD
City or town, state or province, country, and ZIP or foreign postal code
OCALA, FL 34470

D Employer identification number
59-2242706

E Telephone number
352-854-2322

G Gross receipts $ 29,613.

F Name and address of principal officer: CHARLES PRINCE
3001 SW COLLEGE ROAD, OCALA, FL 34474

H(a) Is this a group return for subordinates? ☐ Yes ☒ No

H(b) Are all subordinates included? ☐ Yes ☐ No
If "No," attach a list. See instructions

H(c) Group exemption number

I Tax-exempt status: ☒ 501(c)(3) ☐ 501(c) ( ) (insert no.) ☐ 4947(a)(1) or ☐ 527

J Website: WWW.APPLETONMUSEUM.ORG

K Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other

L Year of formation: 1982 **M** State of legal domicile: FL

Part I Summary

Activities & Governance

1 Briefly describe the organization's mission or most significant activities: THE CORPORATION IS OPERATED EXCLUSIVELY AS A SPONSORING ORGANIZATION UNDER 265.603, FLA. STAT.

2 Check this box ☐ if the organization discontinued its operations or disposed of more than 25% of its net assets.

3	Number of voting members of the governing body (Part VI, line 1a)	3	5
4	Number of independent voting members of the governing body (Part VI, line 1b)	4	0
5	Total number of individuals employed in calendar year 2025 (Part V, line 2a)	5	0
6	Total number of volunteers (estimate if necessary)	6	0
7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
b	Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0.

Revenue

		Prior Year	Current Year
8	Contributions and grants (Part VIII, line 1h)	0.	0.
9	Program service revenue (Part VIII, line 2g)	0.	0.
10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	31,783.	29,613.
11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	0.	0.
12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	31,783.	29,613.

Expenses

13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.	0.
14	Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	0.	0.
16a	Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
b	Total fundraising expenses (Part IX, column (D), line 25) 0.		
17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	6,570.	7,211.
18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	6,570.	7,211.
19	Revenue less expenses. Subtract line 18 from line 12	25,213.	22,402.

Net Assets or Fund Balances

		Beginning of Current Year	End of Year
20	Total assets (Part X, line 16)	672,340.	697,517.
21	Total liabilities (Part X, line 26)	0.	0.
22	Net assets or fund balances. Subtract line 21 from line 20	672,340.	697,517.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

Signature of officer Date
CHARLES PRINCE, SEC/TREAS
Type or print name and title

Paid Preparer Use Only

Preparer's name	Preparer's signature	Date	Check if self-employed	PTIN
TIMOTHY WESTGATE CPA		05/20/26	☐	P00631621

Firm's name PURVIS, GRAY & COMPANY, LLP Firm's EIN 59-0548468
Firm's address 2347 SE 17TH ST OCALA, FL 34471 Phone no. (352) 732-3872

May the IRS discuss this return with the preparer shown above? See instructions ☒ Yes ☐ No

SEE SCHEDULE O FOR ORGANIZATION MISSION STATEMENT CONTINUATION

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III X

1 Briefly describe the organization's mission:
THE CORPORATION IS OPERATED EXCLUSIVELY AS A SPONSORING ORGANIZATION UNDER 265.603, FLA. STAT. (2006) AND A DIRECT SUPPORT ORGANIZATION ORGANIZED UNDER 1004.70, FLA. STAT. (2006). AS SUCH, THE CORPORATION IS ORGANIZED AND OPERATED BY THE DISTRICT BOARD OF TRUSTEES OF THE

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ..... Yes X No
If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ..... Yes X No
If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses $ 7,211. including grants of $) (Revenue $)
SEVERAL THOUSAND PEOPLE WERE SERVED IN CARRYING OUT THE EXEMPT PURPOSE WHICH IS TO BRING OPPORTUNITIES TO ENHANCE THE UNDERSTANDING AND APPRECIATION OF THE WORLD OF CULTURE THROUGH ART AND AESTHETICS.

4b (Code:) (Expenses $ including grants of $) (Revenue $)

4c (Code:) (Expenses $ including grants of $) (Revenue $)

4d Other program services (Describe on Schedule O.)
(Expenses $ including grants of $) (Revenue $)

4e Total program service expenses 7,211.

Part IV Checklist of Required Schedules

			Yes	No
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? *If "Yes," complete Schedule A*	1	X	
2	Is the organization required to complete *Schedule B, Schedule of Contributors*? See instructions	2		X
3	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? *If "Yes," complete Schedule C, Part I*	3		X
4	**Section 501(c)(3) organizations.** Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? *If "Yes," complete Schedule C, Part II*	4		X
5	Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? *If "Yes," complete Schedule C, Part III*	5		X
6	Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? *If "Yes," complete Schedule D, Part I*	6		X
7	Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? *If "Yes," complete Schedule D, Part II*	7		X
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? *If "Yes," complete Schedule D, Part III*	8		X
9	Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? *If "Yes," complete Schedule D, Part IV*	9		X
10	Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi-endowments? *If "Yes," complete Schedule D, Part V*	10	X	
11	If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.			
a	Did the organization report an amount for land, buildings, and equipment in Part X, line 10? *If "Yes," complete Schedule D, Part VI*	11a		X
b	Did the organization report an amount for investments - other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part VII*	11b		X
c	Did the organization report an amount for investments - program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part VIII*	11c		X
d	Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part IX*	11d		X
e	Did the organization report an amount for other liabilities in Part X, line 25? *If "Yes," complete Schedule D, Part X*	11e		X
f	Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? *If "Yes," complete Schedule D, Part X*	11f		X
12a	Did the organization obtain separate, independent audited financial statements for the tax year? *If "Yes," complete Schedule D, Parts XI and XII*	12a	X	
b	Was the organization included in consolidated, independent audited financial statements for the tax year? *If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional*	12b	X	
13	Is the organization a school described in section 170(b)(1)(A)(ii)? *If "Yes," complete Schedule E*	13		X
14a	Did the organization maintain an office, employees, or agents outside of the United States?	14a		X
b	Did the organization have aggregate revenues or expenses of more than $10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at $100,000 or more? *If "Yes," complete Schedule F, Parts I and IV*	14b		X
15	Did the organization report on Part IX, column (A), line 3, more than $5,000 of grants or other assistance to or for any foreign organization? *If "Yes," complete Schedule F, Parts II and IV*	15		X
16	Did the organization report on Part IX, column (A), line 3, more than $5,000 of aggregate grants or other assistance to or for foreign individuals? *If "Yes," complete Schedule F, Parts III and IV*	16		X
17	Did the organization report a total of more than $15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? *If "Yes," complete Schedule G, Part I.* See instructions	17		X
18	Did the organization report more than $15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? *If "Yes," complete Schedule G, Part II*	18		X
19	Did the organization report more than $15,000 of gross income from gaming activities on Part VIII, line 9a? *If "Yes," complete Schedule G, Part III*	19		X
20a	Did the organization operate one or more hospital facilities? *If "Yes," complete Schedule H*	20a		X
b	If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b		
21	Did the organization report more than $5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? *If "Yes," complete Schedule I, Parts I and II*	21		X

Part IV Checklist of Required Schedules *(continued)*

			Yes	No
22	Did the organization report more than $5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? *If "Yes," complete Schedule I, Parts I and III*	22		X
23	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? *If "Yes," complete Schedule J*	23	X	
24a	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than $100,000 as of the last day of the year, that was issued after December 31, 2002? *If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a*	24a		X
b	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?	24b		
c	Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?	24c		
d	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?	24d		
25a	**Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.** Did the organization engage in an excess benefit transaction with a disqualified person during the year? *If "Yes," complete Schedule L, Part I*	25a		X
b	Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? *If "Yes," complete Schedule L, Part I*	25b		X
26	Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? *If "Yes," complete Schedule L, Part II*	26		X
27	Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? *If "Yes," complete Schedule L, Part III*	27		X
28	Was the organization a party to a business transaction with one of the following parties? (See the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions):			
a	A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? *If "Yes," complete Schedule L, Part IV*	28a		X
b	A family member of any individual described in line 28a? *If "Yes," complete Schedule L, Part IV*	28b		X
c	A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? *If "Yes," complete Schedule L, Part IV*	28c		X
29	Did the organization receive more than $25,000 in noncash contributions? *If "Yes," complete Schedule M*	29		X
30	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? *If "Yes," complete Schedule M*	30		X
31	Did the organization liquidate, terminate, or dissolve and cease operations? *If "Yes," complete Schedule N, Part I*	31		X
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? *If "Yes," complete Schedule N, Part II*	32		X
33	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? *If "Yes," complete Schedule R, Part I*	33		X
34	Was the organization related to any tax-exempt or taxable entity? *If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1*	34	X	
35a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?	35a		X
b	If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? *If "Yes," complete Schedule R, Part V, line 2*	35b		
36	**Section 501(c)(3) organizations.** Did the organization make any transfers to an exempt non-charitable related organization? *If "Yes," complete Schedule R, Part V, line 2*	36		X
37	Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? *If "Yes," complete Schedule R, Part VI*	37		X
38	Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19? **Note:** All Form 990 filers are required to complete Schedule O	38	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V ☐

				Yes	No
1a	Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable	1a	0		
b	Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable	1b	0		
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1c			

Part V Statements Regarding Other IRS Filings and Tax Compliance *(continued)*

			Yes	No
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return **2a** 0			
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	**2b**		
3a	Did the organization have unrelated business gross income of $1,000 or more during the year?	**3a**		X
b	If "Yes," has it filed a Form 990-T for this year? *If "No" to line 3b, provide an explanation on Schedule O*	**3b**		
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	**4a**		X
b	If "Yes," enter the name of the foreign country _____ See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).			
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	**5a**		X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	**5b**		X
c	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	**5c**		
6a	Does the organization have annual gross receipts that are normally greater than $100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	**6a**		X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	**6b**		
7	**Organizations that may receive deductible contributions under section 170(c).**			
a	Did the organization receive a payment in excess of $75 made partly as a contribution and partly for goods and services provided to the payor?	**7a**		X
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	**7b**		
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	**7c**		X
d	If "Yes," indicate the number of Forms 8282 filed during the year **7d**			
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	**7e**		X
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	**7f**		X
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	**7g**		
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	**7h**		
8	**Sponsoring organizations maintaining donor advised funds.** Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	**8**		X
9	**Sponsoring organizations maintaining donor advised funds.**			
a	Did the sponsoring organization make any taxable distributions under section 4966?	**9a**		X
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	**9b**		X
10	**Section 501(c)(7) organizations.** Enter:			
a	Initiation fees and capital contributions included on Part VIII, line 12 **10a**			
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities **10b**			
11	**Section 501(c)(12) organizations.** Enter:			
a	Gross income from members or shareholders **11a**			
b	Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.) **11b**			
12a	**Section 4947(a)(1) non-exempt charitable trusts.** Is the organization filing Form 990 in lieu of Form 1041?	**12a**		
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year **12b**			
13	**Section 501(c)(29) qualified nonprofit health insurance issuers.**			
a	Is the organization licensed to issue qualified health plans in more than one state? **Note:** See the instructions for additional information the organization must report on Schedule O.	**13a**		
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans **13b**			
c	Enter the amount of reserves on hand **13c**			
14a	Did the organization receive any payments for indoor tanning services during the tax year?	**14a**		X
b	If "Yes," has it filed a Form 720 to report these payments? *If "No," provide an explanation on Schedule O*	**14b**		
15	Is the organization subject to the section 4960 tax on payment(s) of more than $1,000,000 in remuneration or excess parachute payment(s) during the year? If "Yes," see the instructions and file Form 4720, Schedule N.	**15**		X
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.	**16**		X
17	**Section 501(c)(21) organizations.** Did the trust, or any disqualified or other person engage in any activities that would result in the imposition of an excise tax under section 4951, 4952 or 4953? If "Yes," complete Form 6069.	**17**		

Part VI Governance, Management, and Disclosure. *For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.*

Check if Schedule O contains a response or note to any line in this Part VI X

Section A. Governing Body and Management

				Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year	1a	5		
	If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.				
b	Enter the number of voting members included on line 1a, above, who are independent	1b	0		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2			X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?	3			X
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4			X
5	Did the organization become aware during the year of a significant diversion of the organization's assets?	5			X
6	Did the organization have members or stockholders?	6			X
7a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	7a			X
b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	7b			X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:				
a	The governing body?	8a		X	
b	Each committee with authority to act on behalf of the governing body?	8b		X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? *If "Yes," provide the names and addresses on Schedule O*	9			X

Section B. Policies *(This Section B requests information about policies not required by the Internal Revenue Code.)*

			Yes	No
10a	Did the organization have local chapters, branches, or affiliates?	10a		X
b	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	10b		
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11a	X	
b	Describe on Schedule O the process, if any, used by the organization to review this Form 990.			
12a	Did the organization have a written conflict of interest policy? *If "No," go to line 13*	12a	X	
b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12b		X
c	Did the organization regularly and consistently monitor and enforce compliance with the policy? *If "Yes," describe on Schedule O how this was done*	12c	X	
13	Did the organization have a written whistleblower policy?	13		X
14	Did the organization have a written document retention and destruction policy?	14	X	
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?			
a	The organization's CEO, Executive Director, or top management official	15a		X
b	Other officers or key employees of the organization	15b		X
	If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.			
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	16a		X
b	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	16b		

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed NONE

18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.

☐ Own website ☐ Another's website ☒ Upon request ☐ Other *(explain on Schedule O)*

19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

20 State the name, address, and telephone number of the person who possesses the organization's books and records

DAWN GONSALVES - 352-854-2322

3001 SW COLLEGE RD, OCALA, FL 34474

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII ☐

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than $100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than $100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than $10,000 of reportable compensation from the organization and any related organizations.

See the instructions for the order in which to list the persons above.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/ 1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/ 1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) DR JAMES HENNINGSEN	1.00									
PRESIDENT	40.00	X		X				0.	340,628.	97,775.
(2) CHARLES PRINCE	1.00									
SEC/TREAS	40.00	X		X				0.	179,817.	83,942.
(3) DR MARK PAUGH	1.00									
DIRECTOR	40.00	X						0.	162,314.	79,884.
(4) CHRISTOPHER KNIFE	1.00									
DIRECTOR	40.00	X						0.	149,760.	62,378.
(5) WILLIAM EDGAR	1.00									
DIRECTOR	1.00	X						0.	0.	0.

Part VII **Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees** *(continued)*

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/ 1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/ 1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
1b Subtotal								0.	832,519.	323,979.
c Total from continuation sheets to Part VII, Section A								0.	0.	0.
d Total (add lines 1b and 1c)								0.	832,519.	323,979.

2 Total number of individuals (including but not limited to those listed above) who received more than $100,000 of reportable compensation from the organization 0

		Yes	No
3	Did the organization list any **former** officer, director, trustee, key employee, or highest compensated employee on line 1a? *If "Yes," complete Schedule J for such individual*		X
4	For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than $150,000? *If "Yes," complete Schedule J for such individual*	X	
5	Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? *If "Yes," complete Schedule J for such person*		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than $100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
NONE		

2 Total number of independent contractors (including but not limited to those listed above) who received more than $100,000 of compensation from the organization 0

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII ☐

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512 - 514
Contributions, Gifts, Grants and Other Similar Amounts	1a	Federated campaigns	1a				
	b	Membership dues	1b				
	c	Fundraising events	1c				
	d	Related organizations	1d				
	e	Government grants (contributions)	1e				
	f	All other contributions, gifts, grants, and similar amounts not included above	1f				
	g	Noncash contributions included in lines 1a-1f	1g $				
	h	**Total.** Add lines 1a-1f					
Program Service Revenue			Business Code				
	2a						
	b						
	c						
	d						
	e						
	f	All other program service revenue					
	g	**Total.** Add lines 2a-2f					
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)		29,613.			29,613.
	4	Income from investment of tax-exempt bond proceeds					
	5	Royalties					
			(i) Real / (ii) Personal				
	6a	Gross rents 6a					
	b	Less: rental expenses 6b					
	c	Rental income or (loss) 6c					
	d	Net rental income or (loss)					
			(i) Securities / (ii) Other				
	7a	Gross amount from sales of assets other than inventory 7a					
	b	Less: cost or other basis and sales expenses 7b					
	c	Gain or (loss) 7c					
	d	Net gain or (loss)					
	8a	Gross income from fundraising events (not including $ _____ of contributions reported on line 1c). See Part IV, line 18 8a					
	b	Less: direct expenses 8b					
	c	Net income or (loss) from fundraising events					
	9a	Gross income from gaming activities. See Part IV, line 19 9a					
	b	Less: direct expenses 9b					
	c	Net income or (loss) from gaming activities					
	10a	Gross sales of inventory, less returns and allowances 10a					
	b	Less: cost of goods sold 10b					
	c	Net income or (loss) from sales of inventory					
Miscellaneous Revenue			Business Code				
	11a						
	b						
	c						
	d	All other revenue					
	e	**Total.** Add lines 11a-11d					
	12	**Total revenue.** See instructions		29,613.	0.	0.	29,613.

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees				
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages				
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes				
11 Fees for services (nonemployees):				
a Management				
b Legal	61.	61.		
c Accounting	7,150.	7,150.		
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Sch O.)				
12 Advertising and promotion				
13 Office expenses				
14 Information technology				
15 Royalties				
16 Occupancy				
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization				
23 Insurance				
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a _____				
b _____				
c _____				
d _____				
e All other expenses _____				
25 **Total functional expenses.** Add lines 1 through 24e	7,211.	7,211.	0.	0.
26 **Joint costs.** Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here ☐ if following SOP 98-2 (ASC 958-720)				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X ☐

			(A) Beginning of year		(B) End of year
Assets	1	Cash - non-interest-bearing	100.	1	100.
	2	Savings and temporary cash investments	672,240.	2	692,480.
	3	Pledges and grants receivable, net		3	
	4	Accounts receivable, net		4	4,937.
	5	Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5	
	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6	
	7	Notes and loans receivable, net		7	
	8	Inventories for sale or use		8	
	9	Prepaid expenses and deferred charges		9	
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D — 10a			
	b	Less: accumulated depreciation — 10b		10c	
	11	Investments - publicly traded securities		11	
	12	Investments - other securities. See Part IV, line 11		12	
	13	Investments - program-related. See Part IV, line 11		13	
	14	Intangible assets		14	
	15	Other assets. See Part IV, line 11		15	
	16	**Total assets.** Add lines 1 through 15 (must equal line 33)	672,340.	16	697,517.
Liabilities	17	Accounts payable and accrued expenses		17	
	18	Grants payable		18	
	19	Deferred revenue		19	
	20	Tax-exempt bond liabilities		20	
	21	Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22	Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22	
	23	Secured mortgages and notes payable to unrelated third parties		23	
	24	Unsecured notes and loans payable to unrelated third parties		24	
	25	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25	
	26	**Total liabilities.** Add lines 17 through 25	0.	26	0.
Net Assets or Fund Balances		**Organizations that follow FASB ASC 958, check here ☐ and complete lines 27, 28, 32, and 33.**			
	27	Net assets without donor restrictions		27	
	28	Net assets with donor restrictions		28	
		Organizations that do not follow FASB ASC 958, check here ☒ and complete lines 29 through 33.			
	29	Capital stock or trust principal, or current funds	0.	29	0.
	30	Paid-in or capital surplus, or land, building, or equipment fund	0.	30	0.
	31	Retained earnings, endowment, accumulated income, or other funds	672,340.	31	697,517.
	32	Total net assets or fund balances	672,340.	32	697,517.
	33	Total liabilities and net assets/fund balances	672,340.	33	697,517.

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	29,613.
2	Total expenses (must equal Part IX, column (A), line 25)	2	7,211.
3	Revenue less expenses. Subtract line 2 from line 1	3	22,402.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	672,340.
5	Net unrealized gains (losses) on investments	5	2,775.
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	697,517.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII ☐

			Yes	No
1	Accounting method used to prepare the Form 990: ☐ Cash ☒ Accrual ☐ Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.			
2a	Were the organization's financial statements compiled or reviewed by an independent accountant?	2a		X
	If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: ☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis			
b	Were the organization's financial statements audited by an independent accountant?	2b	X	
	If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: ☒ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis			
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?	2c	X	
	If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.			
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F?	3a		X
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits	3b		

SCHEDULE A
(Form 990)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.
Attach to Form 990 or Form 990-EZ.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2025

Open to Public Inspection

Name of the organization
THE APPLETON CULTURAL CENTER, INC.

Employer identification number
59-2242706

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
2 ☐ A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990).)
3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: _____
5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
7 ☐ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
8 ☐ A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
10 ☐ An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
12 ☒ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3).** Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.

a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
b ☒ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
e ☒ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
f Enter the number of supported organizations 1
g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document? Yes	(iv) No	(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
COLLEGE OF CENTRAL FLORIDA	59-1213999	2	X		7,211.	
Total					7,211.	0.

Part II **Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2021	(b) 2022	(c) 2023	(d) 2024	(e) 2025	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 **Total.** Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 **Public support.** Subtract line 5 from line 4.						

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2021	(b) 2022	(c) 2023	(d) 2024	(e) 2025	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 **Total support.** Add lines 7 through 10						

12 Gross receipts from related activities, etc. (see instructions) **12**

13 **First 5 years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here** ☐

Section C. Computation of Public Support Percentage

14 Public support percentage for 2025 (line 6, column (f), divided by line 11, column (f)) **14** %

15 Public support percentage from 2024 Schedule A, Part II, line 14 **15** %

16a **33 1/3% support test - 2025.** If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and **stop here.** The organization qualifies as a publicly supported organization ☐

b **33 1/3% support test - 2024.** If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and **stop here.** The organization qualifies as a publicly supported organization ☐

17a **10% -facts-and-circumstances test - 2025.** If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and **stop here.** Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization ☐

b **10% -facts-and-circumstances test - 2024.** If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and **stop here.** Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization ☐

18 **Private foundation.** If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions ☐

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2021	(b) 2022	(c) 2023	(d) 2024	(e) 2025	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 **Total.** Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of $5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 **Public support.** (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2021	(b) 2022	(c) 2023	(d) 2024	(e) 2025	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 **Total support.** (Add lines 9, 10c, 11, and 12.)						

14 **First 5 years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here** ☐

Section C. Computation of Public Support Percentage

15 Public support percentage for 2025 (line 8, column (f), divided by line 13, column (f))	15	%
16 Public support percentage from 2024 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for **2025** (line 10c, column (f), divided by line 13, column (f))	17	%
18 Investment income percentage from **2024** Schedule A, Part III, line 17	18	%

19a **33 1/3% support tests - 2025.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here.** The organization qualifies as a publicly supported organization ☐

b **33 1/3% support tests - 2024.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here.** The organization qualifies as a publicly supported organization ☐

20 **Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ☐

Part IV Supporting Organizations

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

			Yes	No
1	Are all of the organization's supported organizations listed by name in the organization's governing documents? *If "No," describe in* **Part VI** *how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.*	1	X	
2	Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? *If "Yes," explain in* **Part VI** *how the organization determined that the supported organization was described in section 509(a)(1) or (2).*	2		X
3a	Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? *If "Yes," answer lines 3b and 3c below.*	3a		X
b	Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? *If "Yes," describe in* **Part VI** *when and how the organization made the determination.*	3b		
c	Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? *If "Yes," explain in* **Part VI** *what controls the organization put in place to ensure such use.*	3c		
4a	Was any supported organization not organized in the United States ("foreign supported organization")? *If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.*	4a		X
b	Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? *If "Yes," describe in* **Part VI** *how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.*	4b		
c	Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? *If "Yes," explain in* **Part VI** *what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.*	4c		
5a	Did the organization add, substitute, or remove any supported organizations during the tax year? *If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in* **Part VI,** *including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).*	5a		X
b	**Type I or Type II only.** Was any added or substituted supported organization part of a class already designated in the organization's organizing document?	5b		
c	**Substitutions only.** Was the substitution the result of an event beyond the organization's control?	5c		
6	Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? *If "Yes," provide detail in* **Part VI.**	6		X
7	Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? *If "Yes," complete Part I of Schedule L (Form 990).*	7		X
8	Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? *If "Yes," complete Part I of Schedule L (Form 990).*	8		X
9a	Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? *If "Yes," provide detail in* **Part VI.**	9a		X
b	Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? *If "Yes," provide detail in* **Part VI.**	9b		X
c	Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? *If "Yes," provide detail in* **Part VI.**	9c		X
10a	Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? *If "Yes," answer line 10b below.*	10a		X
b	Did the organization have any excess business holdings in the tax year? *(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)*	10b		

Part IV Supporting Organizations *(continued)*

		Yes	No
11	Has the organization accepted a gift or contribution from any of the following persons?		
a	A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?	**11a**		X
b	A family member of a person described on line 11a above?	**11b**		X
c	A 35% controlled entity of a person described on line 11a or 11b above? *If "Yes" to line 11a, 11b, or 11c, provide detail in* **Part VI.**	**11c**		X

Section B. Type I Supporting Organizations

		Yes	No
1	Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? *If "No," describe in* **Part VI** *how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.*	**1**		
2	Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? *If "Yes," explain in* **Part VI** *how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.*	**2**		

Section C. Type II Supporting Organizations

		Yes	No
1	Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? *If "No," describe in* **Part VI** *how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).*	**1**	X	

Section D. All Type III Supporting Organizations

		Yes	No
1	Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?	**1**		
2	Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? *If "No," explain in* **Part VI** *how the organization maintained a close and continuous working relationship with the supported organization(s).*	**2**		
3	By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? *If "Yes," describe in* **Part VI** *the role the organization's supported organizations played in this regard.*	**3**		

Section E. Type III Functionally Integrated Supporting Organizations

1 *Check the box next to the method that the organization used to satisfy the Integral Part Test during the year* **(see instructions).**

- **a** ☐ The organization satisfied the Activities Test. *Complete* **line 2** *below.*
- **b** ☐ The organization is the parent of each of its supported organizations. *Complete* **line 3** *below.*
- **c** ☐ The organization supported a governmental supported organization. *Describe in* **Part VI** *how you supported a governmental supported organization (see instructions).*

		Yes	No
2	Activities Test. **Answer lines 2a and 2b below.**		
a	Did substantially all of the organization's activities during the tax year directly further the exempt purposes of its supported organization(s)? *If "Yes," then in* **Part VI identify those supported organizations and explain** *how these activities directly furthered their exempt purposes, how the organization was responsive to each of its supported organizations, and how the organization determined that these activities constituted substantially all of its activities.*	**2a**		
b	Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? *If "Yes," explain in* **Part VI** *the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.*	**2b**		
3	Parent of Supported Organizations. **Answer lines 3a, 3b, and 3c below.**		
a	Are the organization and its supported organization(s) part of an integrated system (for example, a hospital system)? *If "Yes," provide details in* **Part VI.**	**3a**		
b	Did the organization direct the policies, programs, and activities of each of its supported organizations? *If "Yes," describe in Part VI the role played by the organization in this regard.*	**3b**		
c	Did the organization have the power to regularly appoint or elect (and remove) a majority of the officers, directors, or trustees of each of the supported organizations? *If "Yes" or "No," provide details in* **Part VI.**	**3c**		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (*explain in* **Part VI**). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1 Net short-term capital gain	**1**		
2 Recoveries of prior-year distributions	**2**		
3 Other gross income (see instructions)	**3**		
4 Add lines 1 through 3.	**4**		
5 Depreciation and depletion	**5**		
6 Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	**6**		
7 Other expenses (see instructions)	**7**		
8 **Adjusted Net Income** (subtract lines 5, 6, and 7 from line 4)	**8**		

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1 Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):			
a Average monthly value of securities	**1a**		
b Average monthly cash balances	**1b**		
c Fair market value of other non-exempt-use assets	**1c**		
d **Total** (add lines 1a, 1b, and 1c)	**1d**		
e **Discount** claimed for blockage or other factors (*explain in detail in* **Part VI**):			
2 Acquisition indebtedness applicable to non-exempt-use assets	**2**		
3 Subtract line 2 from line 1d.	**3**		
4 Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	**4**		
5 Net value of non-exempt-use assets (subtract line 4 from line 3)	**5**		
6 Multiply line 5 by 0.035.	**6**		
7 Recoveries of prior-year distributions	**7**		
8 **Minimum Asset Amount** (add line 7 to line 6)	**8**		

Section C - Distributable Amount			Current Year
1 Adjusted net income for prior year (from Section A, line 8, column A)	**1**		
2 Enter 0.85 of line 1.	**2**		
3 Minimum asset amount for prior year (from Section B, line 8, column A)	**3**		
4 Enter greater of line 2 or line 3.	**4**		
5 Income tax imposed in prior year	**5**		
6 **Distributable Amount.** Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	**6**		

7 ☐ Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).

Part V **Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations** *(continued)*

Section D - Distributions		**Current Year**
1 Amounts paid to supported organizations to accomplish exempt purposes	**1**	
2 Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	**2**	
3 Administrative expenses paid to accomplish exempt purposes of supported organizations	**3**	
4 Amounts paid to acquire exempt-use assets	**4**	
5 Qualified set-aside amounts (prior IRS approval required - *provide details in* **Part VI**)	**5**	
6 **Total annual distributions.** Add lines 1 through 5.	**6**	
7 Distributions to attentive supported organizations to which the organization is responsive (*provide details in* **Part VI**). See instructions.	**7**	
8 Distributable amount for 2025 from Section C, line 6	**8**	
9 Line 7 amount divided by line 8 amount	**9**	

Section E - Distribution Allocations (see instructions)	**(i) Excess Distributions**	**(ii) Underdistributions Pre-2025**	**(iii) Distributable Amount for 2025**
1 Distributable amount for 2025 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2025 (reasonable cause required - *explain in* **Part VI**). See instructions.			
3 Excess distributions carryover, if any, to 2025			
a From 2020			
b From 2021			
c From 2022			
d From 2023			
e From 2024			
f **Total** of lines 3a through 3e			
g Applied to under distributions of prior years			
h Applied to 2025 distributable amount			
i Carryover from 2020 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
4 Distributions for 2025 from Section D, line 6: $			
a Applied to underdistributions of prior years			
b Applied to 2025 distributable amount			
c Remainder. Subtract lines 4a and 4b from line 4.			
5 Remaining underdistributions for years prior to 2025, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, *explain in* **Part VI.** See instructions.			
6 Remaining underdistributions for 2025. Subtract lines 3h and 4b from line 1. For result greater than zero, *explain in* **Part VI**. See instructions.			
7 **Excess distributions carryover to 2026.** Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2021			
b Excess from 2022			
c Excess from 2023			
d Excess from 2024			
e Excess from 2025			

Part VI **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, 3b, and 3c; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5 and 7; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

SUPPLEMENTAL INFORMATION

MUSEUM REIMBURSED COLLEGE FOR EXPENSES PAID BY THE COLLEGE ON BEHALF OF THE MUSEUM.

SCHEDULE D
(Form 990)
(Rev. December 2024)
Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
Attach to Form 990.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization
THE APPLETON CULTURAL CENTER, INC.

Employer identification number
59-2242706

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.

Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

		(a) Donor advised funds	(b) Funds and other accounts
1	Total number at end of year		
2	Aggregate value of contributions to (during year)		
3	Aggregate value of grants from (during year)		
4	Aggregate value at end of year		

5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? ☐ Yes ☐ No

6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? ☐ Yes ☐ No

Part II Conservation Easements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).
- ☐ Preservation of land for public use (for example, recreation or education)
- ☐ Preservation of a historically important land area
- ☐ Protection of natural habitat
- ☐ Preservation of a certified historic structure
- ☐ Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

			Held at the End of the Tax Year
a	Total number of conservation easements	2a	
b	Total acreage restricted by conservation easements	2b	
c	Number of conservation easements on a certified historic structure included on line 2a	2c	
d	Number of conservation easements included on line 2c acquired after July 25, 2006, and not on a historic structure listed in the National Register	2d	

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year _____

4 Number of states where property subject to conservation easement is located _____

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year _____

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year _____

8 Does each conservation easement reported on line 2d above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? ☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items.

(i) Revenue included on Form 990, Part VIII, line 1 $ _____

(ii) Assets included in Form 990, Part X $ _____

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1 $ _____

b Assets included in Form 990, Part X $ _____

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets *(continued)*

3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply).

a ☐ Public exhibition
b ☐ Scholarly research
c ☐ Preservation for future generations
d ☐ Loan or exchange program
e ☐ Other _____

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

Part IV Escrow and Custodial Arrangements

Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian, or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

		Amount
c Beginning balance	1c	
d Additions during the year	1d	
e Distributions during the year	1e	
f Ending balance	1f	

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII ☐

Part V Endowment Funds

Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance	600,000.	600,000.	600,000.	600,000.	60,000.
b Contributions					
c Net investment earnings, gains, and losses	2,775.	928.	-94.	-52,937.	-36,138.
d Grants or scholarships					
e Other expenditures for facilities and programs	2,775.	928.	94.	52,937.	36,138.
f Administrative expenses					
g End of year balance	600,000.	600,000.	600,000.	600,000.	600,000.

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

a Board designated or quasi-endowment _____ %
b Permanent endowment 100 %
c Term endowment _____ %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

		Yes	No
(i) Unrelated organizations?	3a(i)		X
(ii) Related organizations?	3a(ii)		X
b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R?	3b		

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements				
d Equipment				
e Other				
Total. Add lines 1a through 1e. *(Column (d) must equal Form 990, Part X, line 10c, column (B))*				0.

Part VII Investments - Other Securities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Col. (b) must equal Form 990, Part X, line 12, col. (B))		

Part VIII Investments - Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Col. (b) must equal Form 990, Part X, line 13, col. (B))		

Part IX Other Assets

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. *(Column (b) must equal Form 990, Part X, line 15, col. (B))*	

Part X Other Liabilities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. *(Column (b) must equal Form 990, Part X, line 25, col. (B))*	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII ☐

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements			1	32,388.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:				
a	Net unrealized gains (losses) on investments	2a	2,775.		
b	Donated services and use of facilities	2b			
c	Recoveries of prior year grants	2c			
d	Other (Describe in Part XIII.)	2d			
e	Add lines 2a through 2d			2e	2,775.
3	Subtract line 2e from line 1			3	29,613.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:				
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a			
b	Other (Describe in Part XIII.)	4b			
c	Add lines 4a and 4b			4c	0.
5	Total revenue. Add lines **3** and **4c.** *(This must equal Form 990, Part I, line 12.)*			5	29,613.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements			1	7,211.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:				
a	Donated services and use of facilities	2a			
b	Prior year adjustments	2b			
c	Other losses	2c			
d	Other (Describe in Part XIII.)	2d			
e	Add lines 2a through 2d			2e	0.
3	Subtract line 2e from line 1			3	7,211.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:				
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a			
b	Other (Describe in Part XIII.)	4b			
c	Add lines 4a and 4b			4c	0.
5	Total expenses. Add lines **3** and **4c.** *(This must equal Form 990, Part I, line 18.)*			5	7,211.

Part XIII Supplemental Information

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART V, LINE 4:
THE ORGANIZATION USES ENDOWMENT FUNDS FOR EXPENDITURES INCURRED WHILE ENGAGED IN EDUCATIONAL PROGRAMS DIRECTLY RELATED TO FINE ARTS ACTIVITIES IN ACCORDANCE WITH THE STANDARDS OF PRUDENCE BY THE FLORIDA DEPARTMENT OF STATE.

SCHEDULE J (Form 990)

(Rev. December 2024)

Department of the Treasury
Internal Revenue Service

Compensation Information

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees
Complete if the organization answered "Yes" on Form 990, Part IV, line 23.
Attach to Form 990.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization

THE APPLETON CULTURAL CENTER, INC.

Employer identification number

59-2242706

Part I Questions Regarding Compensation

			Yes	No
1a	Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items. ☐ First-class or charter travel ☐ Housing allowance or residence for personal use ☐ Travel for companions ☐ Payments for business use of personal residence ☐ Tax indemnification and gross-up payments ☐ Health or social club dues or initiation fees ☐ Discretionary spending account ☐ Personal services (such as maid, chauffeur, chef)			
b	If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain	1b		
2	Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a?	2		
3	Indicate which, if any, of the following the organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III. ☐ Compensation committee ☐ Written employment contract ☐ Independent compensation consultant ☐ Compensation survey or study ☐ Form 990 of other organizations ☐ Approval by the board or compensation committee			
4	During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:			
a	Receive a severance payment or change-of-control payment?	4a		X
b	Participate in or receive payment from a supplemental nonqualified retirement plan?	4b		X
c	Participate in or receive payment from an equity-based compensation arrangement?	4c		X
	If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.			
	Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.			
5	For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:			
a	The organization?	5a		X
b	Any related organization?	5b		X
	If "Yes" on line 5a or 5b, describe in Part III.			
6	For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:			
a	The organization?	6a		X
b	Any related organization?	6b		X
	If "Yes" on line 6a or 6b, describe in Part III.			
7	For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If "Yes," describe in Part III	7		X
8	Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III	8		X
9	If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?	9		

Part II **Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees.** Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

Note: The sum of columns (B)(i)-(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC and/or 1099-NEC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)-(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
(1) DR JAMES HENNINGSEN	(i)	0.	0.	0.	0.	0.	0.	0.
PRESIDENT	(ii)	340,628.	0.	0.	71,975.	25,800.	438,403.	0.
(2) CHARLES PRINCE	(i)	0.	0.	0.	0.	0.	0.	0.
SEC/TREAS	(ii)	179,817.	0.	0.	62,073.	21,869.	263,759.	0.
(3) DR MARK PAUGH	(i)	0.	0.	0.	0.	0.	0.	0.
DIRECTOR	(ii)	162,314.	0.	0.	56,031.	23,853.	242,198.	0.
(4) CHRISTOPHER KNIFE	(i)	0.	0.	0.	0.	0.	0.	0.
DIRECTOR	(ii)	149,760.	0.	0.	51,697.	10,681.	212,138.	0.
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							

Part III Supplemental Information

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

ADDITIONAL INFORMATION REGARDING PART VII & SCHEDULE J
THROUGH THE RELATED ORGANIZATION THAT EMPLOYS THEM, SOME OF THE INDIVIDUALS REPORTED IN PART VII OF FORM 990 AND IN SCHEDULE J (FORM 990) PARTICIPATE IN THE FLORIDA RETIREMENT SYSTEM (FRS), A MULTI-EMPLOYER RETIREMENT SYSTEM CREATED UNDER CHAPTER 121 OF THE FLORIDA STATUTES AND ADMINISTERED BY THE FLORIDA DIVISION OF RETIREMENT. AS STATED ON THE WEBSITE OF FRS, IT IS FUNDED BY CONTRIBUTIONS PAID BY EMPLOYERS AND EMPLOYEES, BASED ON A PERCENTAGE OF THE EMPLOYEES' SALARIES. THE RATE OF CONTRIBUTIONS REQUIRED IS DETERMINED BY AN ACTUARIAL CONSULTING FIRM TO ASSURE COMPLIANCE WITH THE REQUIREMENTS OF THE CONSTITUTION OF THE STATE OF FLORIDA. THE INSTRUCTIONS FOR FORM 990 INDICATE THAT PART VII AND SCHEDULE J SHOULD INCLUDE A REASONABLE ESTIMATE OF THE INCREASE IN THE ACTUARIAL VALUE OF ANY QUALIFIED OR NONQUALIFIED RETIREMENT ACCRUALS UNDER A DEFINED BENEFIT PLAN. FRS HAS STATED THAT SUCH INFORMATION CURRENTLY IS NOT AVAILABLE FOR PARTICIPANTS IN ITS PLAN. THEREFORE, THE AMOUNTS REPORTED IN PART VII AND SCHEDULE J, AS APPROPRIATE, INCLUDE THE CONTRIBUTION PAID BY THE RELATED ORGANIZATION AND EMPLOYEE AS ITS CONTRIBUTION ON BEHALF OF THE NAMED INDIVIDUAL. THIS AMOUNT IS CONSIDERED THE BEST REASONABLE ESTIMATE OF INFORMATION REQUIRED IN THIS FORM 990 AND RELATED SCHEDULES.

SCHEDULE O (Form 990)
(Rev. December 2024)
Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on Form 990 or 990-EZ or to provide any additional information.
Attach to Form 990 or Form 990-EZ.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization
THE APPLETON CULTURAL CENTER, INC.

Employer identification number
59-2242706

FORM 990, PART I, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:
(2006) AND A DIRECT SUPPORT ORGANIZATION ORGANIZED UNDER 1004.70, FLA. STAT. (2006). AS SUCH, THE CORPORATION IS ORGANIZED AND OPERATED BY THE DISTRICT BOARD OF TRUSTEES OF THE COLLEGE OF CENTRAL FLORIDA. THE CORPORATION RECEIVES, HOLDS, INVESTS AND ADMINISTERS PROPERTY, MAKES EXPENDITURES, AND CONDUCTS, CREATES, PRODUCES OR SPONSORS CULTURAL EXHIBITS, PERFORMANCES OR EVENTS FOR THE BENEFIT OF THE APPLETON MUSEUM OF ART, SUCH PURPOSES BEING ALSO WITHIN THE MEANING OF 501(C)(3) OF THE INTERNAL REVENUE CODE OF 1954 AS SUBSEQUENTLY AMENDED.

FORM 990, PART III, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:
COLLEGE OF CENTRAL FLORIDA. THE CORPORATION RECEIVES, HOLDS, INVESTS AND ADMINISTERS PROPERTY, MAKES EXPENDITURES, AND CONDUCTS, CREATES, PRODUCES OR SPONSORS CULTURAL EXHIBITS, PERFORMANCES OR EVENTS FOR THE BENEFIT OF THE APPLETON MUSEUM OF ART, SUCH PURPOSES BEING ALSO WITHIN THE MEANING OF 501(C)(3) OF THE INTERNAL REVENUE CODE OF 1954 AS SUBSEQUENTLY AMENDED.

FORM 990, PART VI, SECTION B, LINE 11B:
A COPY OF THE FINAL FORM 990 WAS PROVIDED TO THE BOARD OF DIRECTORS PRIOR TO SUBMITTAL TO THE INTERNAL REVENUE SERVICE.

FORM 990, PART VI, SECTION B, LINE 12C:
ANY DIRECTOR, PRINCIPAL, OFFICER, OR MEMBER OF A COMMITTEE WITH GOVERNING BOARD DELEGATED POWERS, WHO HAS A DIRECT OR INDIRECT FINANCIAL INTEREST IS COVERED UNDER THE POLICY. ANY ACTUAL OR POSSIBLE CONFLICT OF INTEREST MUST BE DISCLOSED TO THE DIRECTORS, AND THE DIRECTORS WILL DECIDE IF A CONFLICT OF INTEREST EXISTS. IF A MEMBER FAILS TO DISCLOSE A CONFLICT OF INTEREST, IT SHALL TAKE APPROPRIATE DISCIPLINARY AND CORRECTIVE ACTION.

FORM 990, PART VI, SECTION C, LINE 19:
AVAILABLE UPON REQUEST

SCHEDULE R (Form 990)
(Rev. January 2025)
Department of the Treasury
Internal Revenue Service

Related Organizations and Unrelated Partnerships

Complete if the organization answered "Yes" on Form 990, Part IV, line 33, 34, 35b, 36, or 37.
Attach to Form 990.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization
THE APPLETON CULTURAL CENTER, INC.

Employer identification number
59-2242706

Part I **Identification of Disregarded Entities.** Complete if the organization answered "Yes" on Form 990, Part IV, line 33.

(a) Name, address, and EIN (if applicable) of disregarded entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity

Part II **Identification of Related Tax-Exempt Organizations.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related tax-exempt organizations during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Exempt Code section	(e) Public charity status (if section 501(c)(3))	(f) Direct controlling entity	(g) Section 512(b)(13) controlled entity? Yes	(g) Section 512(b)(13) controlled entity? No
COLLEGE OF CENTRAL FLORIDA - 59-1213999 3001 SW COLLEGE RD OCALA, FL 34474	EDUCATION	FLORIDA		LINE 2	N/A		X

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule R (Form 990) (Rev. 1-2025)

LHA 532161 04-01-25

Part III **Identification of Related Organizations Taxable as a Partnership.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a partnership during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(f) Share of total income	(g) Share of end-of-year assets	(h) Disproportionate allocations? Yes	(h) No	(i) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner? Yes	(j) No	(k) Percentage ownership

Part IV **Identification of Related Organizations Taxable as a Corporation or Trust.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a corporation or trust during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Type of entity (C corp, S corp, or trust)	(f) Share of total income	(g) Share of end-of-year assets	(h) Percentage ownership	(i) Section 512(b)(13) controlled entity? Yes	(i) No

Part V **Transactions With Related Organizations.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, 35b, or 36.

		Yes	No
Note: Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.			
1 During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV?			
a Receipt of **(i)** interest, **(ii)** annuities, **(iii)** royalties, or **(iv)** rent from a controlled entity	1a		X
b Gift, grant, or capital contribution to related organization(s)	1b		X
c Gift, grant, or capital contribution from related organization(s)	1c		X
d Loans or loan guarantees to or for related organization(s)	1d		X
e Loans or loan guarantees by related organization(s)	1e		X
f Dividends from related organization(s)	1f		X
g Sale of assets to related organization(s)	1g		X
h Purchase of assets from related organization(s)	1h		X
i Exchange of assets with related organization(s)	1i		X
j Lease of facilities, equipment, or other assets to related organization(s)	1j		X
k Lease of facilities, equipment, or other assets from related organization(s)	1k		X
l Performance of services or membership or fundraising solicitations for related organization(s)	1l		X
m Performance of services or membership or fundraising solicitations by related organization(s)	1m		X
n Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)	1n		X
o Sharing of paid employees with related organization(s)	1o		X
p Reimbursement paid to related organization(s) for expenses	1p	X	
q Reimbursement paid by related organization(s) for expenses	1q		X
r Other transfer of cash or property to related organization(s)	1r		X
s Other transfer of cash or property from related organization(s)	1s		X

2 If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

	(a) Name of related organization	(b) Transaction type (a-s)	(c) Amount involved	(d) Method of determining amount involved
(1)	COLLEGE OF CENTRAL FLORIDA	P	7,211.	COST
(2)				
(3)				
(4)				
(5)				
(6)				

Part VI **Unrelated Organizations Taxable as a Partnership.** Complete if the organization answered "Yes" on Form 990, Part IV, line 37.

Provide the following information for each entity taxed as a partnership through which the organization conducted more than five percent of its activities (measured by total assets or gross revenue) that was not a related organization. See instructions regarding exclusion for certain investment partnerships.

(a) Name, address, and EIN of entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(e) Are all partners sec. 501(c)(3) orgs.? Yes	(e) No	(f) Share of total income	(g) Share of end-of-year assets	(h) Disproportionate allocations? Yes	(h) No	(i) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner? Yes	(j) NO	(k) Percentage ownership

Part VII **Supplemental Information**

Provide additional information for responses to questions on Schedule R. See instructions.

SCHEDULE R ADDITIONAL INFORMATION

THE MUSEUM REIMBURSED THE COLLEGE OF CENTRAL FLORIDA FOR EXPENSES PAID ON ITS BEHALF.

DIRECT-SUPPORT ORGANIZATIONS (DSO) AUDIT REVIEW CHECK LIST

DSO NAME: Appleton Cultural Center, Inc.

FOR THE YEAR ENDING: December 31, 2025

COLLEGE PRESIDENT'S RESPONSE TO DSO AUDIT:

1. In accordance with Section 1004.70(2), Florida Statutes (F.S.), did the chair of the board of trustees appoint a representative to the board of directors and the executive committee of each direct-support organization established under section 1004.70, Florida Statutes?

   YES __X__ NO____

   NAME OF APPOINTEE: Bill Edgar

2. In accordance with section 1004.70(2), F.S., did the president or the president's designee serve on the board of directors and the executive committee of the college's direct-support organization?

   YES __X__ NO____

   NAME OF APPOINTEE: James Henningsen

3. In accordance with section 1004.70(4)(c), F.S., did the board of trustees approve all transactions or agreements between one direct support organization and another direct support organization?

   YES ____ NO____ N/A __X__

4. In accordance with section 1004.70(4)(e), F.S., did the board of trustees authorize all debt, including lease-purchase agreements, incurred by the direct-support organization? (Authorization for approval of short-term loans and lease-purchase agreements for a term of not more than five years, including renewals, extensions, and refundings, for goods, materials, equipment, and services may be delegated by the board of trustees to the board of directors of the direct-support organization. Trustees shall evaluate proposals for debt according to guidelines issued by the Division of Florida Colleges. Revenues of the Florida College System institution may not be pledged to debt issued by direct-support organizations.)

   YES ____ NO____ N/A __X__

5. In accordance with section 1004.70(5), F.S., did this direct-support organization submit to the board of trustees a copy of its Internal Revenue Service (IRS) Application for Recognition of Exemption form (Form 1023) and its IRS Return of Organization Exempt from Income Tax form (Form 990)?

   YES __X__ NO ____

6. Did the board of trustees review the following issues and accept the annual audit?
   A. College support of direct-support organization's operating expenses.
   B. Annual change in the direct-support organization's net assets.
   C. Direct-support organization's ability to cover indebtedness (both current and projected).
   D. Direct-support organization's internal controls.
   E. Direct-support organization's compliance with Florida Statute.

   YES X NO ___

7. If the direct-support organization expended $750,000 or more in federal awards during the fiscal year, was an independent federal single audit performed as required pursuant to the *Single Audit Act Amendments of 1996 (Section 7502 (a)(1)(A)); OMB Circular A-133 (Part 3, Section M)*; the *Florida Single Audit Act (F.S. 215.97 (2)(a));* or other applicable federal and state law?

   YES ___ NO___ N/A ___X__

8. Did the board of trustees approve for the addition or cancellation of a direct-support organization and notify the Florida College System Budget Office and Division?

   YES ___ NO___ N/A ___X___

College of Central Florida
College Name

_____ _____
PRESIDENT (SIGNATURE) DATE

James Henningsen
(Print Name)

_____ _____
CHAIRMAN, BOARD OF TRUSTEES (SIGNATURE) DATE

Charlie Stone
(Print Name)

Please attach this checklist to the audit and return to:

Director, The Florida College System Budget Office
Florida Department of Education
325 West Gaines Street, Suite #1224
Tallahassee, FL 32399-0400
Collegereporting@fldoe.org

PURVIS GRAY

GOVERNANCE LETTER

Board of Directors
The Appleton Cultural Center, Inc.
Ocala, Florida

We have audited the financial statements of the business-type activity of The Appleton Cultural Center, Inc. (the Center) for the year ended December 31, 2025. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 17, 2026. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices
Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Center are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2025. We noted no transactions entered into by the Center during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. No significant accounting estimates were noted.

The financial disclosures statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit
We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements
Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. No misstatements were identified.

Board of Directors
The Appleton Cultural Center, Inc.
Ocala, Florida

Disagreements with Management
For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations
We have requested certain representations from management that are included in the management representation letter dated May 27, 2026.

Management Consultations with Other Independent Accountants
In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Center's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues
We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Center's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Restriction on Use

This information is intended solely for the information and use of the Board of Directors and management of the Center and is not intended to be, and should not be, used by anyone other than these specified parties.

Purvis Gray

May 27, 2026
Ocala, Florida