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MEMORANDUM

TO: Florida College System Institution Presidents

FROM: Madeline Pumariega, Chancellor, Florida College System

DATE: March 30, 2018

SUBJECT: **Transcript Transfers Using the FASTER System**

The purpose of this memorandum is to request your assistance in ensuring that student transcript sharing between your college and Florida school districts and universities and other colleges is accomplished using Florida Automated System for Transferring Educational Records (FASTER).

Students benefit from record transfer using the FASTER system in two ways: (1) the data are transmitted between institutions in a consistent format that may be easily loaded into student information systems without manual data entry that may speed up the processes for admissions, placement and registration; and (2) in most cases, educational records may be transferred at no cost to the student.

Recently, FASTER staff members at the Florida Department of Education have noticed an increased usage of third-party vendors to provide images or PDF versions of student transcripts, even between institutions within the state. These files require additional effort to load this student information into the receiving institution's student information system and may lead to the inadvertent introduction of errors during this process.

In accordance with Rule 6A-10.024 FAC, "Articulation Between and Among Universities, Florida Colleges, and School Districts," the Articulation Coordinating Committee (ACC) establishes the standard format for the electronic exchange of student transcripts and educational records. The attached ACC policy document provides additional background information and context for this policy.

For more information on FASTER, including access to the online user manual, please visit <http://www.floridastudentfinancialaid.org/FASTER/>. We appreciate your assistance in ensuring a cost-effective and consistent approach to transmitting student records.

For any questions about this policy, please contact Mr. Todd Clark, Director of Articulation, at articulation@fldoe.org.

MP/tc