



Ben Gibson, *Chair*  
Ryan Petty, *Vice Chair*  
*Members*  
Monesia Brown  
Esther Byrd  
Grazie Pozo Christie  
Kelly Garcia  
MaryLynn Magar

**MEMORANDUM NUMBER 30-2024-02**

**TO:** Florida College System Reports Coordinators  
**FROM:** Kimberly Pippin, Bureau Chief, CCTCMIS/DTI  
**DATE:** July 7, 2023  
**SUBJECT:** 2022-2023 Recreation and Leisure Headcount Report/Certification  
**DUE DATE:** **Due Friday, August 4, 2023**

---

All colleges are required to submit an unduplicated headcount of the number of recreation and leisure students enrolled during the 2022-2023 reporting year (Summer, Fall and Spring terms) using the [Annual Recreation and Leisure Enrollment Certification Form](#).

This certification form is due no later than Friday, August 4, 2023, and must be submitted using the specified certification file name.

All colleges must complete and return this form, even if your college has **no** enrollment in recreation and leisure courses/programs.

If you have any questions, please contact Ayusha Mahajan at [Ayusha.Mahajan@fldoe.org](mailto:Ayusha.Mahajan@fldoe.org) or Katie Mueller at [Katherine.Mueller@fldoe.org](mailto:Katherine.Mueller@fldoe.org).

KP/am

cc: College Executive Assistant to the President