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MEMORANDUM 30-2026-04

TO: Florida College System Reports Coordinators

FROM: Kimberly Pippin, Bureau Chief
Community College and Technical Center Management Information Services

DATE: August 1, 2025

SUBJECT: 2024-2025 National Reporting System (NRS) Table 7 Submission

DUE DATE: Data and Certification: Friday, September 5, 2025

The National Reporting System (NRS) Table 7 is a federal report for institutions that received adult education federal funding and provided instruction during the 2024-2025 year.

To report NRS Table 7 data, complete the attached one-page Excel spreadsheet. Data entry should be limited to those cells requiring your input, which are highlighted in yellow. Instructions are provided within the spreadsheet. Aside from data entry, do not attempt to alter this spreadsheet in any way.

For reporting instructions, click the Technical Assistance Guide for Performance Accountability under the Workforce Innovation and Opportunity Act (WIOA). The current guide is available at the [NRS website](#).

Please submit the completed spreadsheet through TIBCO® using the file name: **CCxx.NRS.NRS7.T4E2025.PROD.xlsx** (xx represents the institution number).

Both the completed spreadsheet and certification form are due no later than Friday, September 5, 2025. The certification form is available on the [CCTCMIS website](#) and should be submitted through TIBCO® using the certification file name defined within the form.

If you have any questions, please contact Murray Cooper at Murray.Cooper@fldoe.org.

KP/mc

Attachments