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OSFA-STATE: #25-26:32

MEMORANDUM

TO: Financial Aid Directors at Postsecondary Institutions Participating in State Scholarship and Grant Programs

FROM: Shawn Haskin
Director, State Scholarship and Grant Programs

DATE: June 12, 2026

SUBJECT: Dual Enrollment Scholarship (DES) Program– Summer Reimbursement Request Report (RRR)

The General Appropriation Act (Chapter 2025-198, Laws of Florida) appropriated \$18,050,000 in the 2025-26 fiscal year for the reimbursement of eligible dual enrollment expenses that include tuition and related instructional materials costs at public and specific non-public postsecondary institutions. Reimbursements are available for eligible students enrolled within the State University System, Florida College System, district-sponsored career centers established under s. 1001.44, F.S., and independent colleges or universities that are not for profit, are accredited by a regional or national accrediting agency recognized by the United States Department of Education, and confer degrees as defined in section 1005.02, F.S.

Due to a large increase in reimbursement requests during the fall and spring terms, reimbursement requests have exceeded the available funding for the program, resulting in reimbursements on a prorated basis during the spring term. This means that there are no funds remaining for the 2025-26 fiscal year. Even though the budget for the DES program has been spent for the 2025-26 fiscal year, it is important that you continue to submit student records for the summer 2026 term. This will greatly assist the Florida Department of Education to consider the potential monetary need required to fund reimbursement requests in future fiscal years. Continue to adhere to the DES reporting requirement where submissions are to be provided no later than 30 days after the end of the institution's regular registration period.

Eligible Students by Term

- Summer – personalized education program, public school, private school, and home education secondary students.
- Fall and Spring – personalized education program, private school, and home education secondary students.

Suzanne Pridgeon
Deputy Commissioner, Finance and Operations

Calculating Tuition Reimbursement and Instructional Materials Costs

Tuition reimbursements are calculated by multiplying the total dual enrollment hours enrolled (credit hours or clock hours) per student by the institutional cost per instructional unit shown below as referenced in s. 1009.30(6), F.S. Postsecondary institutions reporting both clock hour and credit hour courses should convert the clock hours at a rate of 30 clock hours for every 1 credit hour, and report only credit hours.

- State University System (SUS) and eligible 4-year independent institutions = \$105.07/credit hour
- Florida College System (FCS) = \$71.98/credit hour
- District-Sponsored Career Centers = \$2.33/clock hour

Reporting of tuition and instructional materials costs from the summer term should continue to be reported.

Reimbursement Reporting

Postsecondary institutions must report reimbursement requests to the Office of Student Financial Assistance (OSFA) either manually via the OSFA website, through the Reimbursement Request Report (RRR), or by using the RRR batch file process. Please refer to the attached 2025-26 DES Summer RRR file layout for reference. Each postsecondary institution is responsible for identifying and reporting demographic and course data for each eligible secondary student by term as described in the file layout.

The RRR will be available for submission on the day after your institution's listed last day of drop/add as provided on the 2025-26 Postsecondary Institution Renewal Application. Submissions for reporting during the summer 2026 term may be adjusted within your institution's 30-day window of access. Reporting submissions for the summer term are required to be completed within 30 days after the end of regular registration.

Should you have questions regarding the Dual Enrollment Scholarship Program, contact Hunter Reedy via email at Hunter.Reedy@fldoe.org.

SH/as

Attachment

cc: Lou Anne Standley, Assistant Deputy Commissioner, Finance and Operations
Amy Sebring, Educational Policy Analyst, Office of Student Financial Assistance