



COMMISSION FOR INDEPENDENT EDUCATION

SELECTED FINANCIAL DATA

Form 604

Section 1005.37, 1005.31, Florida Statutes
Rule 6E-2.004, Florida Administrative Code

I. The purpose of this form is to report financial information for granting an annual license or an annual review and to calculate the fee for the student protection fund.

II. Instructions.

All institutions licensed by the Commission for Independent Education are required to submit this form.

a. **Submission Deadline**

The information required by this form shall be submitted by the deadline of the institution's application for annual review. This deadline shall be posted online at www.fldoe.org/cie.

b. **Submission Format**

This form must be submitted with the institution's Application for Annual Review.

c. **Data Collected**

This form must be completed by a Certified Public Accountant (CPA) and must be based on the same financial statement that the institution is submitting with the application for annual review. This data will help to ensure that accurate information is provided to the Commission.

III. Definitions.

a. **Financial Fiscal Year End Date** means the institution's fiscal year.

b. **Financial Type** means the type of financial completed by the CPA and submitted with the Application for Annual Review, such as a compilation, audit or review.

c. **Florida Student** means any student enrolled at a Florida campus of a licensed institution and for distance education, a student whose mailing address for purposes of receiving distance education lessons and materials from the school, is a Florida address.

d. **Tuition Revenue Generated in Florida** means the total tuition recognized for Florida Students during the institution's fiscal year, less tuition adjustments.

e. **Total Current Assets, Total Assets, Total Current Liabilities, and Total Liabilities** mean that as defined by Generally Accepted Accounting Principles.

IV. Tuition Revenue Generated in Florida (TR)

For non-degree institutions, the TR is used to calculate the amount of Student Protection Fund fees due. This fee is calculated by multiplying the TR by .0005.

For both non-degree and degree institutions, the TR is used to determine the type of financial statement that must be submitted with the Application for Annual License or Annual Review. Pursuant to Rule 6E-2.004(6)(b)2., F.A.C. "if an independent postsecondary educational institution earns less than \$100,000 tuition revenue per the institution's fiscal year, the institution shall provide both a financial statement of the institution and of the controlling principles. The financial statement shall be compiled, reviewed, or audited by an independent certified public accountant."

V. Data Collection

Institution Name:

Institution ID#:

Financial Fiscal Year End Date:

Financial Statement Type (Compilation, Audit, or Review):

Total Current Assets:

Total Assets:

Total Current Liabilities:

Total Liabilities:

Tuition Revenue Generated in Florida:

Nondegree Institutions Only – If the Tuition Revenue provided above includes revenue for multiple campuses, list the Tuition Revenue for each licensed location separately:

Print Name of the CPA that Prepared the Financial Statement:

CPA Signature:

Submitted by Institutional Representative

Print Name:

Signature:

Date: