



## Commission for Independent Education

### Placement and Retention Reporting for Institutionally Accredited Institutions – Institutional Reporting

Form 803  
Section 1005.31 Florida Statutes  
Rule 6E-2.004, Florida Administrative Code  
Effective January 11, 2012

#### **I. Instructions and Requirements**

All institutions licensed by the Commission for Independent Education which are institutionally accredited by an agency recognized by the United States Department of Education and report their placement and retention rates on an institutional level are required to complete this form. Institutions that report to their accrediting agency on a programmatic level report on CIE Form 804.

##### A. Data Collection 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](http://www.fldoe.org/cie).

##### B. Online Submission

This form must be submitted online at [www.fldoe.org/cie](http://www.fldoe.org/cie) on the Commission's web based system. Submission of this form by other means, including mail or facsimile, shall not be accepted.

##### C. Data Collected

Each licensed location of an institution shall report its placement rate and retention rate pursuant to 6E-2.004(10) F.A.C.

##### D. Reporting Period

The Reporting Period for this Data Collection shall be that required by the institution's accrediting agency.

## II. Data Collection

Select your institutional accrediting agency from the list below.

### A. Placement Rate

1. Does your institution's accrediting agency require the reporting of a placement rate?  
Yes      No

If yes, complete items 2-5. If no, skip to the Retention Rate section below.

2. List your institutional accrediting agency's placement standard: \_\_\_\_\_Percent
3. Enter the accrediting agency's reporting period for placement:  
\_\_\_\_\_ to \_\_\_\_\_  
mm/dd/yyyy      mm/dd/yyyy
4. Enter the institutional placement rate reported to the accrediting agency: \_\_\_\_\_Percent
5. Does the institutional placement rate reported to your accrediting agency meet the agency's standard for placement?  
Yes      No

### B. Retention Rate

1. Does your institution's accrediting agency require the reporting of a retention rate?  
Yes      No

If yes, complete items 2-5.

2. List your institutional accrediting agency's retention standard: \_\_\_\_\_ Percent
3. Enter the accrediting agency's reporting period for retention:  
\_\_\_\_\_ to \_\_\_\_\_  
mm/dd/yyyy      mm/dd/yyyy
4. Enter the institutional retention rate reported to the accrediting agency: \_\_\_\_\_ Percent
5. Does the institutional retention rate reported to your accrediting agency meet the agency's standard for retention?  
Yes      No