

2019-2020 APPORTIONMENT ATTENDANCE REPORT

Period: Recal

District: Chaffey

CERTIFICATION

I, the District Chief Executive Officer, hereby certify that, to the best of my knowledge and belief (1) this report is true and correct, and (2) all data have been reported and compiled in accordance with provisions of the Education Code and Title 5 regulations adopted by the Board of Governors and instructions on this form.

I further certify that I have determined through consultation with staff directly responsible that (1) FTES reported on this form for State apportionments includes only courses which had received individual prior approval or were part of programs with prior approval by the governing board of the district and the Chancellor's Office; (2) no attendance has been reported for: (a) courses which do not fully comply with Title 5 Section 58051.5 relative to open enrollment and participation by any person who is otherwise qualified and eligible for admission to the college, except for inmate education courses maintained pursuant to Title 5 Section 58051.6, or (b) courses excluded from State apportionments by Education Code Section 8538 or, (c) indentured apprentices in courses of related and supplemental instruction maintained pursuant to Section 3074 of the Labor Code; and (3) all FTES eligible for State support have been reported whether or not funding is available.

The original signature of the district Chief Executive Officer is required.

Chief Executive Officer: Henry D. Shannon, Ph.D.

Signature: Henry D. Shannon

Signature Date: November 2, 2020

Electronic Certification Date: Friday, October 30, 2020

District Contact Person: Jim Fillpot

Title: Dean, Institutional Research, Policy, and Grants

Phone: (909) 652-6460

Email: jim.fillpot@chaffey.edu

Please return completed form to:

**CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE
FISCAL SERVICES UNIT
1102 Q STREET, 4th Floor
SACRAMENTO, CA 95811-6511**

2019-2020 APPORTIONMENT ATTENDANCE REPORT

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PART I. FULL-TIME EQUIVALENT STUDENTS

State Residents (and Nonresidents Attending Noncredit Courses)	
Attendance FTES	Factored FTES

Summer Intersession (Summer 2019 Only)

1. Noncredit (Parts IV.A.1 + VII.A.3)	71.85	71.85
2. Credit (Parts III.A.1 + VI.A.1)	948.39	948.39

Summer Intersession Courses (Summer 2020 Prior to July 1, 2020)

1. Noncredit (Parts IV.B.1 + VII.B.3)	0.00	0.00
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	1,806.12	1,806.12

Primary Terms (Exclusive of Summer Intersession)

1. Census Procedure Courses

(a) Weekly Census Contact Hours (Part II)	9,199.43	9,199.43
(b) Daily Census Contact Hours (Part III)	1,336.03	1,406.84

2. Actual Hours of Attendance Procedure Courses

(a) Noncredit (Part IV.C)	303.10	313.80
(b) Credit (Part IV.D)	386.43	414.76

3. Alternative Attendance Accounting Procedure Courses

(a) Weekly Census Procedure Courses (Part V)(Credit)	1,865.06	1,865.06
(b) Daily Census Procedure Courses (Part V)(Credit)	848.71	921.87
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.00	0.00

Total FTES

Total Credit FTES	16,390.17	16,562.47
Total Noncredit FTES	374.95	385.65
Total FTES	16,765.12	16,948.12

Supplemental Information	FTES
Inservice Training Courses	0.00
Basic Skills Courses and Immigrant Education (Noncredit)	374.95
Basic Skills Courses and Immigrant Education (Credit)	134.12

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PART I. FULL-TIME EQUIVALENT STUDENTS

	Nonresidents	
	Attendance FTES	Factored FTES
Summer Intersession (Summer 2019 Only)		
1. Noncredit (Parts IV.A.1 + VII.A.3)	0.00	0.00
2. Credit (Parts III.A.1 + VI.A.1)	13.82	13.82
Summer Intersession Courses (Summer 2020 Prior to July 1, 2020)		
1. Noncredit (Parts IV.B.1 + VII.B.3)	0.00	0.00
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	37.92	37.92
Primary Terms (Exclusive of Summer Intersession)		
1. Census Procedure Courses		
(a) Weekly Census Contact Hours (Part II)	170.28	170.28
(b) Daily Census Contact Hours (Part III)	45.56	47.97
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C)	0.00	0.00
(b) Credit (Part IV.D)	5.07	5.44
3. Alternative Attendance Accounting Procedure Courses		
(a) Weekly Census Procedure Courses (Part V)(Credit)	28.66	28.66
(b) Daily Census Procedure Courses (Part V)(Credit)	18.76	20.38
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.00	0.00
Total FTES		
Total Credit FTES	320.07	324.47
Total Noncredit FTES	0.00	0.00
Total FTES	320.07	324.47

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PART II. STUDENT CONTACT HOURS OF WEEKLY CENSUS PROCEDURE COURSES

Reference: Education Code Section 84750 Title 5 Sections 55100, 58003.1(b), 58004, 58050, 58051	Contact Hours of State Residents	Contact Hours of Nonresidents (ECS 76140)*
A. First Primary Term		
1. 1st CW Day	106,847.25	1,934.15
2. 1st CW Extended Day	36,747.02	699.48
B. Second Primary Term		
1. 1st CW Day	99,335.00	1,908.00
2. 1st CW Extended Day	33,053.60	566.70
C. Third Primary Term		
1. 1st CW Day	0.00	0.00
2. 1st CW Extended Day	0.00	0.00

Calculated FTES	Resident FTES	Nonresident FTES
First Period Report Part 1.C.(1)(a)	9,554.13	172.77
Second Period Report Part 1.C.(1)(a)	9,198.80	187.76
Annual Period Report Part 1.C.(1)(a)	9,199.43	170.28
ReCal Period Report Part 1.C.(1)(a)	9,199.43	170.28

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PART III. STUDENT CONTACT HOURS OF DAILY CENSUS PROCEDURE COURSES

Reference: Education Code Section 84750 Title 5 Sections 55100, 58003.1(b), 58004, 58050, 58051	Contact Hours of State Residents	Contact Hours of Nonresidents (ECS 76140)*
A. Summer Intersession Courses (Summer 2019 Only)		
1. 1st CD	209,731.75	3,454.00
B. Summer Intersession Courses (Summer 2020 Prior to July 1, 2020)		
1. 1st CD	0.00	0.00
C. July 1 - December 31, 2019 (Exclusive of Summer Intersession)		
1. 1st CD Day	281,212.70	9,958.70
2. 1st CD Extended Day	71,345.90	1,637.40
January 1 - April 15, 2020		
3. 1st CW Day	280,404.25	10,259.30
4. 1st CW Extended Day	68,450.90	2,062.25
April 16 - June 30, 2020		
5. 1st CW Day	0.00	0.00
6. 1st CW Extended Day	0.00	0.00

Calculated FTES		Resident FTES	Nonresident FTES
First Period Report	Part 1.A.(2)	399.49	6.45
	Part 1.B.(2)	1,921.58	0.00
	Part 1.C.(1)(b)	1,389.97	46.80
Second Period Report	Part 1.A.(2)	399.49	6.45
	Part 1.B.(2)	0.00	0.00
	Part 1.C.(1)(b)	1,333.68	45.58
Annual Period Report	Part 1.A.(2)	399.49	6.58
	Part 1.B.(2)	0.00	0.00
	Part 1.C.(1)(b)	1,336.03	45.56
ReCal Period Report	Part 1.A.(2)	399.49	6.58
	Part 1.B.(2)	0.00	0.00
	Part 1.C.(1)(b)	1,336.03	45.56

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PART IV. STUDENT CONTACT HOURS OF ACTUAL HOURS OF ATTENDANCE

Reference: Education Code Section 84750 Title 5 Sections 55100, 58003.1(b), 58003.1(e), 58007	Contact Hours of State Residents	Contact Hours of Nonresidents (ECS 76140)*
A. Summer Intersession Courses (Summer 2019 Only)		
1. Noncredit Courses	37,719.50	0.00
2. Credit Courses	12,782.00	321.00
B. Summer Intersession Courses (Summer 2020 Prior to July 1, 2020)		
1. Noncredit Courses	0.00	0.00
2. Credit Courses	0.00	0.00
C. Noncredit Courses (Exclusive of Summer Intersession)		
1. July 1 - December 31, 2019	86,356.10	0.00
2. January 1 - April 15, 2020	72,770.25	0.00
3. April 16 - June 30, 2020	0.00	0.00
D. Credit Courses (Exclusive of Summer Intersession)		
1. July 1 - December 31, 2019 Day	113,715.00	1,975.50
2. July 1 - December 31, 2019 Extended Day	7,694.00	332.00
3. January 1 - April 15, 2020 Day	73,704.75	356.10
4. January 1 - April 15, 2020 Extended Day	7,759.80	0.00
5. April 16 - June 30, 2020 Day	0.00	0.00
6. April 16 - June 30, 2020 Extended Day	0.00	0.00

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PART IV. STUDENT CONTACT HOURS OF ACTUAL HOURS OF ATTENDANCE

Calculated FTES		Resident FTES	Nonresident FTES
First Period Report	Part 1.A.(1)	71.85	0.00
	Part 1.A.(2)	24.35	0.61
	Part 1.B.(1)	0.00	0.00
	Part 1.B.(2)	0.00	0.00
	Part 1.C.(2)(a)	303.10	0.00
	Part 1.C.(2)(b)	386.43	7.34
Second Period Report	Part 1.A.(1)	71.85	0.00
	Part 1.A.(2)	24.35	0.61
	Part 1.B.(1)	0.00	0.00
	Part 1.B.(2)	0.00	0.00
	Part 1.C.(2)(a)	303.10	0.00
	Part 1.C.(2)(b)	386.43	7.34
Annual Period Report	Part 1.A.(1)	71.85	0.00
	Part 1.A.(2)	24.35	0.61
	Part 1.B.(1)	0.00	0.00
	Part 1.B.(2)	0.00	0.00
	Part 1.C.(2)(a)	303.10	0.00
	Part 1.C.(2)(b)	386.43	5.07
ReCal Period Report	Part 1.A.(1)	71.85	0.00
	Part 1.A.(2)	24.35	0.61
	Part 1.B.(1)	0.00	0.00
	Part 1.B.(2)	0.00	0.00
	Part 1.C.(2)(a)	303.10	0.00
	Part 1.C.(2)(b)	386.43	5.07

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PART V. ALTERNATIVE ATTENDANCE ACCOUNTING PROCEDURE WEEKLY CENSUS

Reference: Education Code Section 84750 Title 5 Sections 55100, 58003.1(f), 58050, 58051, 58009,58009.5	Contact Hours of State Residents	Contact Hours of Nonresidents (ECS 76140)*
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A. First Primary Term

1. 1st CW Day	29,313.30	428.30
2. 1st CW Extended Day	1,929.20	22.80

B. Second Primary Term

1. 1st CW Day	23,441.00	386.00
2. 1st CW Extended Day	1,268.25	22.75

C. Third Primary Term

1. 1st CW Day	0.00	0.00
2. 1st CW Extended Day	0.00	0.00

Calculated FTES	Resident FTES	Nonresident FTES
First Period Report Part 1.C.(3)(a)	1,636.19	26.31
Second Period Report Part 1.C.(3)(a)	1,848.83	28.33
Annual Period Report Part 1.C.(3)(a)	1,865.06	28.66
ReCal Period Report Part 1.C.(3)(a)	1,865.06	28.66

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PART VI. ALTERNATIVE ATTENDANCE ACCOUNTING PROCEDURE DAILY CENSUS

Reference: Education Code Section 84750 Title 5 Sections 55100, 58003.1(f), 58050, 58051, 58009.5	Contact Hours of State Residents	Contact Hours of Nonresidents (ECS 76140)*
A. Summer Intersession Courses (Summer 2019 Only)		
1. 1st CD	275,388.75	3,482.50
B. Summer Intersession Courses (Summer 2020 Prior to July 1, 2020)		
1. 1st CD	948,212.30	19,909.50
C. July 1 - December 31, 2019 (Exclusive of Summer Intersession)		
1. 1st CD Day	184,983.05	3,658.20
2. 1st CD Extended Day	13,684.60	1,032.90
January 1 - April 15, 2020		
3. 1st CW Day	233,582.00	5,021.75
4. 1st CW Extended Day	13,323.90	133.60
April 16 - June 30, 2020		
5. 1st CW Day	0.00	0.00
6. 1st CW Extended Day	0.00	0.00

Calculated FTES		Resident FTES	Nonresident FTES
First Period Report	Part 1.A.(2)	524.55	6.63
	Part 1.B.(2)	0.00	0.00
	Part 1.C.(3)(b)	700.41	17.23
Second Period Report	Part 1.A.(2)	524.55	6.63
	Part 1.B.(2)	1,961.45	0.00
	Part 1.C.(3)(b)	849.64	18.78
Annual Period Report	Part 1.A.(2)	524.55	6.63
	Part 1.B.(2)	1,933.85	40.29
	Part 1.C.(3)(b)	848.71	18.76
ReCal Period Report	Part 1.A.(2)	524.55	6.63
	Part 1.B.(2)	1,806.12	37.92
	Part 1.C.(3)(b)	848.71	18.76

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PART VII. ALTERNATIVE ATTENDANCE ACCOUNTING PROCEDURE Noncredit

Reference: Education Code Sections 66700, 70901, 84750, 84757 Title 5 Sections 58003.1(f)(2), 55200, 55230, 55250	Contact Hours of State Residents	Contact Hours of Nonresidents (ECS 76140)*
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A. Summer Intersession Courses (Summer 2019 Only)

1. 1st CD	0.00	0.00
2. 2nd CD	0.00	0.00
3. Average	0.00	0.00

B. Summer Intersession Courses (Summer 2020 Prior to July 1, 2020)

1. 1st CD	0.00	0.00
2. 2nd CD	0.00	0.00
3. Average	0.00	0.00

C. July 1 - December 31, 2019 (Exclusive of Summer Intersession)

1. 1st CD Day	0.00	0.00
2. 1st CD Extended Day	0.00	0.00
3. 2nd CD Day	0.00	0.00
4. 2nd CD Extended Day	0.00	0.00
5. Average	0.00	0.00

January 1 - April 15, 2020

6. 1st CW Day	0.00	0.00
7. 1st CW Extended Day	0.00	0.00
8. 2nd CD Day	0.00	0.00
9. 2nd CD Extended Day	0.00	0.00
10. Average	0.00	0.00

April 16 - June 30, 2020

11. 1st CW Day	0.00	0.00
12. 1st CW Extended Day	0.00	0.00
13. 2nd CD Day	0.00	0.00
14. 2nd CD Extended Day	0.00	0.00
15. Average	0.00	0.00

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PART VII. ALTERNATIVE ATTENDANCE ACCOUNTING PROCEDURE Noncredit

Calculated FTES		Resident FTES	Nonresident FTES
First Period Report	Part 1.A.(1)	0.00	0.00
	Part 1.B.(1)	0.00	0.00
	Part 1.C.(3)(c)	0.00	0.00
Second Period Report	Part 1.A.(1)	0.00	0.00
	Part 1.B.(1)	0.00	0.00
	Part 1.C.(3)(c)	0.00	0.00
Annual Period Report	Part 1.A.(1)	0.00	0.00
	Part 1.B.(1)	0.00	0.00
	Part 1.C.(3)(c)	0.00	0.00
ReCal Period Report	Part 1.A.(1)	0.00	0.00
	Part 1.B.(1)	0.00	0.00
	Part 1.C.(3)(c)	0.00	0.00

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PART IX. AB 540 Headcount, Special Admit FTES and Inmates in Correctional Facilities FTES

AB 540 Headcount Report

In the space provided below, for the District as a whole, please provide the total number of students who received the Nonresident tuition fee exemption under AB 540 for the Fiscal Year. This total should include any student that was considered to be an AB 540 student during any part of a term/session and should be an unduplicated student headcount (e.g. please count each student only once, regardless of how many terms/sessions they attended). This data collection will be considered to be a limited survey instrument and not tied or associated with FTES counts. Supporting documentation does not need to be submitted with this report.

Headcount	1,502
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Special Admit (Full-Time and Part-Time) P.E. Credit FTES Report

In the spaces provided below, please provide the requested districtwide Fiscal Year FTES information of special "admit" part-time and full-time students eligible to attend the Colleges of the District pursuant to Education Code Section 48800 or 48800.5. Please refer to Legal Advisory 05-01 and the Contracted District Audit Manual for the Fiscal Year, State Compliance Item No. 427.

Total FTES of Special Part-Time and Full-Time Students (Column 1)	Total FTES of Special Part-Time and Full-Time Students in P.E. Courses (Column 2)	Total Reported* FTES of Special Part-Time and Full-Time Students in P.E. Courses (Column 3)	Percent of Reported* FTES of Special Part-Time and Full-Time Students in P.E. Courses (Column 3/Column 1)
312.72	2.73	2.53	0.81 %

Inmates in Correctional Facilities FTES

In the spaces provided below, please provide the requested districtwide Fiscal Year FTES information of incarcerated students eligible to attend the Colleges of the District pursuant to Education Code Section 84810.5(a).

Total FTES of Incarcerated Students (Column 1)	Credit FTES of Incarcerated Students (Column 2)	Noncredit FTES of Incarcerated Students (Column 3)
116.26	116.26	0.00

* Reported FTES amounts should represent amounts that are subsets of FTES data certified and reported in the Annual CCFS-320 - Resident FTES, Part I, A through D. FTES shall be computed and rounded to two decimal places. Supporting documentation does not need to be submitted with this report, but should be retained by the District as records back to audit pursuant to Title 5 Section 59025.

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CENTERS FTES

Center	Credit FTES	Noncredit FTES	Total FTES
Chino Center	1,582.34	5.45	1,587.79
Fontana Learning Center	1,134.49	22.42	1,156.91
Total	2,716.83	27.87	2,744.70

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CAREER DEVELOPMENT AND COLLEGE PREPARATION Noncredit FTES

Control Number	Course ID	Course Title	Total FTES	Number of Sections
CCC000601102	GERO600	Principles of Caregiving: Older Adults and Their Care	1.95	1
CCC000601103	GERO655	Resources and Services for Older Adults	2.40	1
CCC000592682	HVACR600	Introduction to Heating Ventilation and Air Conditioning	3.31	1
CCC000592683	HVACR601	HVAC Piping Practices	2.19	1
CCC000592684	HVACR602	HVAC Electrical Systems	9.58	2
CCC000592685	HVACR603	Environmental Protection Agency Certification	3.73	2
CCC000592686	HVACR604	HVAC Compressors and Refrigerants	6.56	2
CCC000592687	HVACR605	HVAC Metering Devices, Heat Pumps and Basic Maintenance	6.91	2
CCC000599329	HVACR606	HVAC Flues and Ducts	3.65	2
CCC000599463	HVACR607	HVAC Commercial Applications	6.55	2
CCC000599464	HVACR608	HVAC Troubleshooting	7.71	2
CCC000599465	HVACR609	Advanced Commercial HVAC Systems	4.06	1
CCC000599466	HVACR610	Building Automation Control Systems	4.70	1
CCC000601106	HVACR611	HVAC Management Topics	1.76	1
CCC000592101	INDMM600	Intro to Construction Safety, Trade Math, Rigging, and Tools	2.23	1
CCC000599330	INDMM601	Basic Communication and Employability Skills, and Core Testing	2.16	1
CCC000599467	INDMM602	Fundamentals of Industrial Maintenance, Oxyfuel, and Craft Skills	4.51	2
CCC000599468	INDMM603	Trade Math and Drawings, Material Handling, and Mobile Equipment	3.09	2
CCC000582694	INDMM604	Industrial Mechanical Math and Precision Tools	0.00	0
CCC000582691	INDMM605	Introduction to Industrial Piping	0.00	0
CCC000582693	INDMM606	Introduction to Valves, Bearings and Testing	0.00	0
CCC000582692	INDMM607	Installation of Bearings, Couplings, Seals, and Drives	0.00	0
CCC000586771	INDMM608	Setting Baseplates and Alignment	0.00	0
CCC000592229	INDMM609	Advanced Alignment	0.00	0
CCC000586770	INDMM610	Fundamentals of Pressure, Heating & Cooling Systems	0.00	0
CCC000586772	INDMM611	Troubleshooting Pumps and Gearboxes	0.00	0
CCC000586767	INDMM612	Advanced Blueprint Reading and Introduction to Supervisory Skills	0.00	0
CCC000586768	INDMM613	Advanced Mechanical Topics I	0.00	0
CCC000586769	INDMM614	Advanced Mechanical Topics II	0.00	0

Total	77.05	27
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California Community Colleges

2019-2020 APPORTIONMENT ATTENDANCE REPORT

Period: Recal

District: Chaffey

ANNUAL REPORT APPLICATION FOR ADJUSTMENT

PART I. ADJUSTMENTS

Type of Adjustment	Resident Credit FTES - Overstated	
Amount of Adjustment	125.27	
Adjustment Need Discovered By	District	
Audit Finding Reference Number		
Nature of Adjustment	<p>The District had planned for 1.00% growth in the 2019-20 fiscal year. As a result, the District initially reported 1,015,271.25 resident contact hours in Part VI (Alternative Attendance Accounting Procedure – Daily Census) from the summer 2020 semester in the 2019-20 fiscal year. After submitting this amount on the 2019-20 annual CCFS-320 report, the District discovered that it was only funded for 0.19% growth in the 2019-20 fiscal year. Rather than have unfunded FTES in the 2019-20 fiscal year, the District moved 67,058.95 resident contact hours (equivalent to 125.27 FTES) from summer 2020 in Part VI from the 2019-20 fiscal year to the 2020-21 fiscal year. These resident contact hours and FTES will be added to the District funded resident credit FTES amount in the 2020-21 fiscal year.</p>	

Type of Adjustment	Nonresident Credit FTES - Overstated	
Amount of Adjustment	2.37	
Adjustment Need Discovered By	District	
Audit Finding Reference Number		
Nature of Adjustment	<p>The District had planned for 1.00% growth in the 2019-20 fiscal year. As a result, the District initially reported 21,152.25 non-resident contact hours in Part VI (Alternative Attendance Accounting Procedure – Daily Census) from the summer 2020 semester in the 2019-20 fiscal year. After submitting this amount on the 2019-20 annual CCFS-320 report, the District discovered that it was only funded for 0.19% growth in the 2019-20 fiscal year. Rather than have unfunded FTES in the 2019-20 fiscal year, the District moved 1,242.75 non-resident contact hours (equivalent to 2.37 FTES) from summer 2020 in Part VI from the 2019-20 fiscal year to the 2020-21 fiscal year. These non-resident contact hours and FTES will be added to the District non-resident credit FTES amount in the 2020-21 fiscal year.</p>	

2019-2020 APPORTIONMENT ATTENDANCE REPORT

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ANNUAL REPORT APPLICATION FOR ADJUSTMENT

PART II. CERTIFICATION

I, the district Chief Executive Officer, hereby certify that, to the best of my knowledge and belief

1. The facts, figures, and explanations contained in this application and the attached amended CCFS-320 and/or CCFS-321 report are true and correct; and

2. All corrections have been made in conformance with the instructions below.

Chief Executive Officer: Henry D. Shannon, Ph.D.

Signature: Henry D. Shannon

Signature Date: November 2, 2020

Electronic Certification Date: Friday, October 30, 2020

District Contact Person: Name: Jim Fillpot, Title: Dean, Institutional Research, Policy, and Grants, Phone: 9096526460, Email: jim.fillpot@chaffey.edu

INSTRUCTIONS

1. Certification of this Report

An Annual Report Application for Adjustment (CCFS-317) under California Code of Regulations, Title 5, Section 58134 must be certified by the community college district chief executive officer.

2. Number and Distribution of Copies

Prepare and original and one copy of the CCFS-317 and attach to amended CCFS-320 and/or CCFS-321 report for distribution as follows:

Original Fiscal Services Unit California Community Colleges Chancellor's Office

Duplicate District Records

3. Filing Due Dates

October 1 (Lottery and Recal) and November 1 (Recal). Please note that the revised CCFS-320 FTES amounts submitted by October 1 will be included in the FTES workload report submitted to the State Controller's Office in mid October of this year for Lottery revenue allocation purposes.

4. Number of Applications

While separate errors or needed changes shall be individually detailed on the CCFS-317, only one amended CCFS-320 or CCFS-321 report shall be submitted with each CCFS-317.

Please return completed form to: CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE, FISCAL SERVICES UNIT, 1102 Q STREET, 4th Floor, SACRAMENTO, CA 95811-6511