

2016-2017 APPORTIONMENT ATTENDANCE REPORT

Period: Recal

District: Redwoods

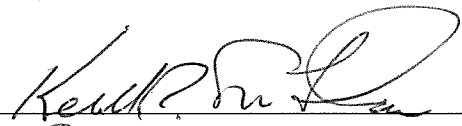
CERTIFICATION

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: **Dr. Keith Snow-Flamer**

Signature: 

Signature Date: September 28, 2017

Electronic Certification Date: Thursday, September 28, 2017

District Contact Person: **Tiffany Schmitcke**

Title: Manager, Admissions & Records

Phone: (707) 476-4151

EMail: tiffany-schmitcke@redwoods.edu

Please return completed form to:

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

2016-2017 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 2016 Only)		
1. Noncredit (Parts IV.A.1 + VII.A.3)	14.88	14.88
2. Credit (Parts III.A.1 + VI.A.1)	203.31	203.31
Summer Intersession Courses (Summer 2017 Prior to July 1, 2017)		
1. Noncredit (Parts IV.B.1 + VII.B.3)	4.54	4.54
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	190.36	190.36
Primary Terms (Exclusive of Summer Intersession)		
1. Census Procedure Courses		
(a) Weekly Census Contact Hours (Part II)	2,595.94	2,595.94
(b) Daily Census Contact Hours (Part III)	112.49	115.07
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C)	96.07	98.27
(b) Credit (Part IV.D)	413.93	423.41
3. Alternative Attendance Accounting Procedure Courses		
(a) Weekly Census Procedure Courses (Part V)(Credit)	333.19	333.19
(b) Daily Census Procedure Courses (Part V)(Credit)	38.69	39.58
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.00	0.00
Total FTES		
Total Credit FTES	3,887.91	3,900.86
Total Noncredit FTES	115.49	117.69
Total FTES	4,003.40	4,018.55

Supplemental Information	FTES
Inservice Training Courses	0.00
Basic Skills Courses and Immigrant Education (Noncredit)	137.91
Basic Skills Courses and Immigrant Education (Credit)	81.40

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PART I. FULL-TIME EQUIVALENT STUDENTS

			Nonresidents	
			Attendance FTES	Factored FTES
Summer Intersession (Summer 2016 Only)				
1. Noncredit (Parts IV.A.1 + VII.A.3)		26.05		26.05
2. Credit (Parts III.A.1 + VI.A.1)		10.54		10.54
Summer Intersession Courses (Summer 2017 Prior to July 1, 2017)				
1. Noncredit (Parts IV.B.1 + VII.B.3)		0.58		0.58
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)		5.93		5.93
Primary Terms (Exclusive of Summer Intersession)				
1. Census Procedure Courses				
(a) Weekly Census Contact Hours (Part II)		108.54		108.54
(b) Daily Census Contact Hours (Part III)		3.34		3.42
2. Actual Hours of Attendance Procedure Courses				
(a) Noncredit (Part IV.C)		38.98		39.87
(b) Credit (Part IV.D)		48.37		49.48
3. Alternative Attendance Accounting Procedure Courses				
(a) Weekly Census Procedure Courses (Part V)(Credit)		8.50		8.50
(b) Daily Census Procedure Courses (Part V)(Credit)		1.28		1.31
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)		0.00		0.00
Total FTES				
Total Credit FTES		186.50		187.72
Total Noncredit FTES		65.61		66.50
Total FTES		252.11		254.22

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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	36,162.89	1,593.66
2. 1st CW Extended Day	7,837.38	227.79
B. Second Primary Term		
1. 1st CW Day	31,539.81	1,389.00
2. 1st CW Extended Day	7,561.70	264.00
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)	2,773.86	116.75
Second Period Report Part 1.C.(1)(a)	2,609.42	110.85
Annual Period Report Part 1.C.(1)(a)	2,610.18	109.04
ReCal Period Report Part 1.C.(1)(a)	2,595.94	108.54

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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 2016 Only)		
1. 1st CD	48,178.30	2,837.10
B. Summer Intersession Courses (Summer 2017 Prior to July 1, 2017)		
1. 1st CD	41,065.90	1,178.20
C. July 1 - December 31, 2016 (Exclusive of Summer Intersession)		
1. 1st CD Day	31,777.20	655.90
2. 1st CD Extended Day	1,176.70	27.20
January 1 - April 15, 2017		
3. 1st CW Day	22,729.60	528.10
4. 1st CW Extended Day	3,277.60	533.60
April 16 - June 30, 2017		
5. 1st CW Day	93.60	10.40
6. 1st CW Extended Day	0.00	0.00

Calculated FTES		Resident FTES	Nonresident FTES
First Period Report	Part 1.A.(2)	87.04	2.52
	Part 1.B.(2)	0.00	0.00
	Part 1.C.(1)(b)	125.01	2.88
Second Period Report	Part 1.A.(2)	85.68	4.07
	Part 1.B.(2)	85.68	4.07
	Part 1.C.(1)(b)	106.26	3.16
Annual Period Report	Part 1.A.(2)	85.68	4.07
	Part 1.B.(2)	78.63	2.24
	Part 1.C.(1)(b)	107.17	2.96
ReCal Period Report	Part 1.A.(2)	91.77	5.40
	Part 1.B.(2)	78.22	2.24
	Part 1.C.(1)(b)	112.49	3.34

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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 2016 Only)		
1. Noncredit Courses	7,812.30	13,676.50
2. Credit Courses	11,948.50	334.00
B. Summer Intersession Courses (Summer 2017 Prior to July 1, 2017)		
1. Noncredit Courses	2,384.80	303.30
2. Credit Courses	0.00	0.00
C. Noncredit Courses (Exclusive of Summer Intersession)		
1. July 1 - December 31, 2016	22,265.80	11,935.90
2. January 1 - April 15, 2017	4,643.70	1,061.60
3. April 16 - June 30, 2017	23,527.20	7,468.60
D. Credit Courses (Exclusive of Summer Intersession)		
1. July 1 - December 31, 2016 Day	99,328.70	13,376.60
2. July 1 - December 31, 2016 Extended Day	974.00	63.00
3. January 1 - April 15, 2017 Day	12,311.70	985.70
4. January 1 - April 15, 2017 Extended Day	0.00	0.00
5. April 16 - June 30, 2017 Day	100,714.80	10,969.90
6. April 16 - June 30, 2017 Extended Day	3,982.00	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)	11.45	28.65
	Part 1.A.(2)	22.38	1.01
	Part 1.B.(1)	0.00	0.00
	Part 1.B.(2)	0.00	0.00
	Part 1.C.(2)(a)	76.92	49.79
	Part 1.C.(2)(b)	374.36	50.89
	Second Period Report	Part 1.A.(1)	14.76
Part 1.A.(2)		22.76	0.64
Part 1.B.(1)		14.76	14.76
Part 1.B.(2)		22.76	0.64
Part 1.C.(2)(a)		80.12	23.47
Part 1.C.(2)(b)		383.97	26.26
Annual Period Report		Part 1.A.(1)	14.76
	Part 1.A.(2)	22.76	0.64
	Part 1.B.(1)	3.20	0.26
	Part 1.B.(2)	0.00	0.00
	Part 1.C.(2)(a)	96.14	38.95
	Part 1.C.(2)(b)	372.34	45.46
	ReCal Period Report	Part 1.A.(1)	14.88
Part 1.A.(2)		22.76	0.64
Part 1.B.(1)		4.54	0.58
Part 1.B.(2)		0.00	0.00
Part 1.C.(2)(a)		96.07	38.98
Part 1.C.(2)(b)		413.93	48.37

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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	5,174.00	127.00
2. 1st CW Extended Day	0.00	0.00

B. Second Primary Term

1. 1st CW Day	5,456.00	145.00
2. 1st CW Extended Day	36.00	0.00

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)	303.01	7.62
Second Period Report Part 1.C.(3)(a)	320.80	8.31
Annual Period Report Part 1.C.(3)(a)	320.33	8.03
ReCal Period Report Part 1.C.(3)(a)	333.19	8.50

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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 2016 Only)		
1. 1st CD	46,608.80	2,361.60
B. Summer Intersession Courses (Summer 2017 Prior to July 1, 2017)		
1. 1st CD	58,876.00	1,935.20
C. July 1 - December 31, 2016 (Exclusive of Summer Intersession)		
1. 1st CD Day	9,602.20	246.00
2. 1st CD Extended Day	0.00	0.00
January 1 - April 15, 2017		
3. 1st CW Day	10,709.20	426.40
4. 1st CW Extended Day	0.00	0.00
April 16 - June 30, 2017		
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)	89.86	3.91
	Part 1.B.(2)	0.00	0.00
	Part 1.C.(3)(b)	43.97	1.03
Second Period Report	Part 1.A.(2)	84.94	4.31
	Part 1.B.(2)	84.94	4.31
	Part 1.C.(3)(b)	38.66	1.28
Annual Period Report	Part 1.A.(2)	84.94	4.31
	Part 1.B.(2)	117.49	4.06
	Part 1.C.(3)(b)	38.66	1.28
ReCal Period Report	Part 1.A.(2)	88.78	4.50
	Part 1.B.(2)	112.14	3.69
	Part 1.C.(3)(b)	38.69	1.28

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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)*
A. Summer Intersession Courses (Summer 2016 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 2017 Prior to July 1, 2017)		
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, 2016 (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, 2017		
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, 2017		
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 AND SPECIAL ADMIT 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	272
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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)
209.78	4.45	3.21	1.53 %

* 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.

California Community Colleges

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CENTERS FTES

Center	Credit FTES	Noncredit FTES	Total FTES
Del Norte Center	506.73	13.43	520.16
Mendocino Coast Center	55.63	0.00	55.63
Total	562.36	13.43	575.79

California Community Colleges

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CAREER DEVELOPMENT AND COLLEGE PREPARATION Noncredit FTES

Control Number	Course ID	Course Title	Total FTES	Number of Sections
CCC000561281	EDUC-207	Getting Started with Computers	2.54	3
CCC000556113	EDUC-210	Adult Basic Education	0.00	0
CCC000561279	EDUC-220	Career and College Foundations	36.18	57
CCC000368631	EDUC-225	High School Equivalency/GED Preparation	26.00	29
CCC000554309	ESL-200	Fundamental English as a Second Language (ESL) - Low Beginning	1.89	2
CCC000554308	ESL-201	Fundamental English as a Second Language (ESL) - High Beginning	2.96	3
CCC000556111	ESL-205	Fundamental Career and Educational Vocabulary for ESL Students	0.44	2
CCC000555631	ESL-207	Fundamental Computer Vocabulary for ESL Students	0.52	2
CCC000554307	ESL-210	Intermediate English as a Second Language (ESL) - Low	1.70	3
CCC000554306	ESL-211	Intermediate English as a Second Language (ESL) - High	2.32	2
CCC000556110	ESL-215	Intermediate Career and Educational Vocabulary for ESL Students	0.55	1
CCC000556114	ESL-217	Intermediate Computer Vocabulary for ESL Students	1.57	3
CCC000575273	FT-201	Wildland Fire Behavior Training (NWCG S-190)	0.00	0
CCC000575274	FT-202	Federal Wildland Firefighter Training	0.00	0
CCC000561280	FT-205	CALFIRE Firefighter Basic Training	0.00	0
CCC000561470	FT-206	Confined Space Awareness	0.00	0
CCC000561469	FT-207	Firefighter Survival	0.00	0
CCC000575843	FT-210	Hazardous Materials First Responder Operational	0.00	0
CCC000575846	HLTH-207	First Aid, CPR & AED	0.00	0
CCC000555633	MATH-272	Arithmetic for College Preparation	1.74	2
CCC000556112	MATH-276	Pre-Algebra for College Preparation	7.44	9
Total			85.85	118

California Community Colleges

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ANNUAL REPORT APPLICATION FOR ADJUSTMENT

PART I. ADJUSTMENTS

Type of Adjustment	Resident Credit FTES - Understated	
Amount of Adjustment	16.16	
Adjustment Need Discovered By	District	
Audit Finding Reference Number		
Nature of Adjustment	Incorrect contact measures	

Type of Adjustment	Nonresident Credit FTES - Understated	
Amount of Adjustment	1.69	
Adjustment Need Discovered By	District	
Audit Finding Reference Number		
Nature of Adjustment	Incorrect contact measures	

Type of Adjustment	Resident Credit FTES - Understated	
Amount of Adjustment	31.51	
Adjustment Need Discovered By	District	
Audit Finding Reference Number		
Nature of Adjustment	Missing positive attendance rosters	

Type of Adjustment	Nonresident Credit FTES - Understated	
Amount of Adjustment	2.15	
Adjustment Need Discovered By	District	
Audit Finding Reference Number		
Nature of Adjustment	Missing positive attendance rosters	

California Community Colleges

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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: Dr. Keith Snow-Flamer

Signature: 

Signature Date: September 28, 2017

Electronic Certification Date: Thursday, September 28, 2017

District Contact Person:
Name: Tiffany Schmitcke
Title: Manager, Admissions & Records
Phone: 7074764151
EMail: tiffany-schmitcke@redwoods.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 one 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. Revised CCFS-320 FTES amounts submitted after October 1 will be included in the updated FTES workload report submitted to the State Controller's Office in October of the next year.

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**