



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**  
*H. Martin Lancaster, President*

**MEMORANDUM**

TO: Presidents

FROM: Arthur Hohnsbehn, Associate Director  
State-Level Information Services

SUBJECT: 2000 Summer Reporting Period, Institution Class Reports

DATE: September 21, 2000

The 2000 summer semester curriculum and extension Institution Class Reports [DCC7-3C and DCC 7-3E ] have been processed.

The following reports represent annualized FTE. Curriculum FTE is generated by dividing membership hours by 512. Extension FTE is generated by dividing membership hours by 688. Two copies of each report are enclosed:

1. CCRE505C 2000 Summer Semester FTE Edit Report - Curriculum
2. CCRE507C 2000 Summer Semester FTE by College - Curriculum
3. CCRE5069 2000 Summer Semester FTE by College by Program Area – Curriculum
4. CCA51597 2000 Summer Semester FTE Edit Report - Extension
5. CCA51797 2000 Summer Semester FTE Report by College – Extension
6. CCA51797 1999 Fall Semester FTE Report by College – Extension (Revised)

Please note that due to rounding, the subtotal and total may not equal the sum of the program area. Colwin Stevens [ (919) 733-7051 ext. 359 ] can answer questions concerning your reports. Please route the reports to the appropriate offices at your college. Thank you.

Enclosures [6]

cc: Planning and Research Officer

CC00-221  
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