

# FTE Reporting Cycle



## First Few Weeks FTE Report

First report of the term is the week before classes begin	Updated every week for three weeks until the week of CENSUS Report is compiled for each term
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## Full FTE Report

First report is the end of the first calendar month of a new term	Updated every month until the end of the term
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## Final Term End FTE Report

Completed at term end after all known WF data has been entered into the Datael system	Updated at the end of each term
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## Final FTE Report for the Academic Year

Completed after all known WF data has been entered into the Datatel system.	Includes all three terms of the academic year
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