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March 1, 2021

Dr. Ira Blake, President  
University of Houston - Clear Lake  
2700 Bay Area Boulevard  
Houston, TX 77058

RE: A Compliance Monitoring Desk Review of Formula Funding at University of Houston-  
Clear Lake

Dear Dr. Blake,

University of Houston – Clear Lake complied with relevant Coordinating Board rules and regulations for enrollment data used for formula funding and with Texas Administrative Code (TAC) Title 19, Part 1, Chapter 13, Subchapter F, Section 13.100, in the areas of student semester credit hour eligibility, tuition payment, and enrollment.

## Summary

Our review included tests of relevant enrollment data reported and certified by University of Houston – Clear Lake for accuracy and completeness in accordance with TAC, Title 19, Part 1, Chapter 13, Subchapter F, Section 13.100. Our desk review focused on the following enrollment data and time periods:

- Semester Credit Hours and Tuition Payments for CBM001 (Student Report) during summer 2019, fall 2019, and spring 2020; and
- Enrollment for CBM004 (Class Report) during summer 2019, fall 2019, and spring 2020.

Our work included procedures to verify:

- Reported semester credit hours were eligible for formula funding;
- Student tuition payments were received in accordance with requirements; and
- Reported enrollment was eligible for formula funding.

The cooperation of your staff during this review is greatly appreciated. If you have any questions or comments on the conduct of this review, please let me know.

Sincerely,

Mark A. Poehl, CPA, CIA, CISA, CFE  
Assistant Commissioner, Internal Audit and Compliance

**PERFORMED BY:**

Ms. Jamyen Robinson-Hall, Compliance Specialist

CC:

**THECB**

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