



Education & Skills
Funding Agency

Education and Skills Funding Agency
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[ESFA-enquiry-form](#)

26 August 2020

To Accounting Officers in college corporations. Copied to chairs of governing bodies.

Dear colleague

Submission of 2019/20 financial statements and associated documents

I am writing to inform you that, in light of the challenges presented by COVID-19, we have decided to extend the deadline for submission of your audited financial statements for the year ended 31 July 2020 by one month. The date by which you must now send your financial statements to us is now **31 January 2021**, rather than 31 December 2020. You will need to submit your auditor's management letter, annual report of your audit committee and audited financial statements of all subsidiary companies at the same time as your financial statements.

We hope that the additional time will allow you to satisfactorily resolve with your auditors any issues connected with the important task of reporting your financial performance for the year, in this exceptional period for all colleges.

I do want to emphasise two points.

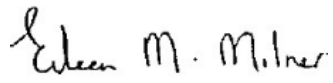
First, it is incredibly important that you achieve the extended deadline as we rely on your financial statements to provide timely assurance to Parliament that money is well-managed in the sector, and thank you in advance for your efforts and support in this. I encourage you to aim for the usual deadline of 31 December, but in the knowledge that the additional time is available should issues arise during your audit. You must also continue to publish your financial statements on the college corporation's website promptly, but we are providing an additional month, to 28 February 2021, for you to do this too.

I also want to emphasise that the extension we are offering is for the year ended 31 July 2020 only, and you should work on the basis that the timetable will revert to its usual pattern the following year.

I know how hard you and your staff are working at the moment to get ready for the re-opening of colleges and let me take the opportunity to thank you for all you are doing and to wish you well.

With my best wishes.

Yours sincerely

A handwritten signature in black ink that reads "Eileen M. Milner". The signature is written in a cursive style with a large initial 'E'.

Eileen Milner

Chief Executive, Education and Skills Funding Agency