

Approved Courses for Certification Certified Florida Collector (CFC) and Certified Florida Collector Assistant (CFCA)

The following courses are approved for credit for CFCs and CFCAs. This list does not reflect all courses that may be accepted. For courses not on the list, please see [Chapter 12D-19.004, Florida Administrative Code](#). Course information is provided below by hyperlink when available. CFCs and CFCAs must report the approved courses taken for certification when submitting a completed [Application for Professional Certification \(Form DR-4001\)](#).

****Course hours vary from year to year. The number of course hours is provided on the course completion certificate.***

CFC and CFCA Courses (as of August 2024)			
Course Number	American Association of Motor Vehicle Administrators	Classroom Hours	Platform
TC-0001C	Counterfeits and Alterations	*	Online
TC-0002C	Driver's License and ID Cards	*	Online
TC-0003C	Vehicle Identification Documents	*	Online
TC-0004C	Expanding the Review	*	Online
TC-0005C	Birth Certificates	*	Online
TC-0006C	Canadian Birth Certificates, Driver and Vehicle Documents	*	Online
TC-0007C	Canadian Travel, Citizenship, and Immigration Documents	*	Online
TC-0008C	Internal Fraud for Staff	*	Online
TC-0009C	Introduction to Covert Features	*	Online
TC-0010C	Introduction to Fraud	*	Online
TC-0011C	Mexican Documents	*	Online
TC-0012C	Military ID Cards	*	Online
TC-0013C	People and Actions	*	Online
TC-0014C	Security Features	*	Online
TC-0015C	Social Security Cards	*	Online
TC-0016C	Travel Documents	*	Online
TC-0017C	U.S. Immigration Documents	*	Online
TC-0018C	CDL (Commercial Driver's License) Module 1	*	Online
TC-0019C	CDL Module 2	*	Online
TC-0020C	CDL Module 3	*	Online
TC-0021C	CDL Module 4	*	Online
Course Number	Florida Department of Highway Safety and Motor Vehicles	Classroom Hours	Platform
TC-0022C	Driver's License (DL) Training Series: Phase I	*	Instructor-led
TC-0023C	DL Training Series: Phase II	*	Instructor-led
TC-0024C	Driver's License Preparatory Training (2021 – present)	64	Instructor-led
TC-0025C	Driver's License Preparatory Training (2021 – present)	12	Online

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TC-0026C	DL Transformed: Commercial Driver's License (CDL) (2018 – present)	5	Instructor-led
TC-0027C	DL Transformed: Driving Test (2018 – present)	8	Instructor-led
TC-0028C	DL Transformed: Financial Responsibility (2018 – present)	8	Instructor-led
TC-0029C	DL Transformed: Fraudulent Document Recognition (2018 – present)	8	Instructor-led
TC-0030C	DL Transformed: Identification/Name Requirements (2018 – present)	4	Instructor-led
TC-0031C	DL Transformed: Legal Presence (2018 – present)	6	Instructor-led
TC-0032C	DL Transformed: License and ID Card Requirements (2018 – present)	7	Instructor-led
TC-0033C	DL Transformed: Medicals (2018 – present)	8	Instructor-led
TC-0034C	DL Transformed: Sanctions (2018 – present)	6	Instructor-led
TC-0035C	DL Transformed: Vision (2018 – present)	8	Instructor-led
TC-0044C	Heavy Vehicle Use Tax (HVUT)	1	Online
TC-0045C	Information and Cyber Security Awareness Training	0.5	Online
Course Number	Florida Department of Revenue	Classroom Hours	Platform
TC-0036C	TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30	Online
TC-0037C	TCC 001 – Bankruptcy	15	Online
TC-0038C	TCC 002 – Effective Decision Making	10	Online
TC-0039C	TCC 003 – Customer Service Training	5	Online
TC-0040C	TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30	Instructor-led
TC-0041C	TCC 502 – Leadership and Management Skills in a Florida Tax Collector's Office	30	Instructor-led
TC-0042C	TCC 504 – Collection of Licenses, Taxes, and Fees	30	Instructor-led
Course Number	Florida State University	Classroom Hours	Platform
TC-0043C	CPM Levels 1-8	30 per level	Contact FSU