

MEMORANDUM

November 26, 2002

TO: All Mac Schools (Please route to the Mac School contact) **** SECOND NOTICE ****

FROM: Information Technology Services
Office of Information Technology

SUBJECT: ****URGENT** MAC SCHOOL - FTE DEADLINE**

In order to process the Survey 9 FTE, schools must run Daily Transaction Processing before 3:00 PM Wednesday, November 27. Any changes made after the successful confirmation is received will not be reflected in ISIS. Schools must call to the Systems User Support Center if the confirmation is not received.

If there are questions regarding this process, please call Support Services at 305-995-3705(0).