

**MEMORANDUM**

June 19, 2003

TO: All Schools

FROM: Information Technology Services (ITS)

SUBJECT: **\*\*ITS NOTIFICATION \*\* GRADE REPORTING MATERIALS**

The report(s) and/or materials listed below are available for pickup at Information Technology Services at 13135 SW 26 Street. If you have already picked up these materials, please disregard this message.

- Report Cards
- Additional requested materials pertaining to grade reporting

If you have any questions regarding this memo, please call Support Services at 305-995-3705(0).