

TO: All Open Secondary Summer Centers

FROM: Information Technology Services

SUBJECT: **SUMMER SESSION – 2003 (CYCLE 03S)**

Effective immediately, the summer file for entering the Course Offering, Master Schedule and Student Information for Summer 2003 (Cycle 03S) is available. Schools may request to have the Course Offering and Master Schedule copied from Cycle 02S to 03S by calling Support Services (SUS) at 305-995-3705(0).

Detailed instructions for entering summer information may be found in the bulletin titled "Summer Session Informational Bulletin for Secondary School." This bulletin is available online at:  
<http://www.dadeschools.net/ehandbook/index.htm>.

A copy of this bulletin should be printed at the school site, as a copy will not be mailed from Information Technology Services.

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