

MEMORANDUM

TO: All Secondary Schools
FROM: Information Technology Services (ITS)
SUBJECT: **** IMPORTANT ** SUMMER SCHEDULING – CYCLE 03S**

All schools open for summer are reminded of the following important processing dates:

Friday	June 27	File freeze for summer session final input for Phase III of summer session student scheduling. Begin printing Summer Schedules and Attendance Transmittal Cards.
Wednesday	July 2	Summer Schedules and related materials available.

The “Summer Information Bulletin for Secondary Schools” that describes this process in detail is available online at:

<http://www.dadeschools.net/ehandbook/index.htm>

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