

**MEMORANDUM**

January 16, 2004

TO: All Secondary School Principals  
(Please route to appropriate staff)

FROM: Information Technology Services (ITS)

SUBJECT: **STUDENT SUBJECT SELECTION CARDS 2004-2005**

Information Technology Services (ITS) will begin printing Student Subject Selection Cards for the 2004-2005 school year on Thursday, February 5, 2004. Cards will be printed for all projected 2004-2005 secondary students.

The cards will be printed in Alpha/Homeroom/Grade sequence. If your school requires these cards in another sequence, or if an optional second set of cards is required, please complete the Secondary Subject Selection Card Survey no later than Thursday, January 29, 2004. Please do not request a second set unless required by school policy and approved by the principal.

**\*\*\* IMPORTANT\*\*\***

If you do not wish to receive Student Subject Selection Cards, please indicate "NO" in the appropriate section for the survey.

To complete the survey click on the link below:

<http://surveys.dadeschools.net>

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