

MEMORANDUM

TO: All Open Secondary Summer Centers

FROM: Information Technology Services (ITS)

SUBJECT: **SUMMER SESSION – 2005 (CYCLE 05S)**

Effective immediately, the summer file for entering the Course Offering, Master Schedule and Student Information for Summer 2005 (Cycle 05S) is available. Schools may request to have the Course Offering and Master Schedule copied from Cycle 04S to 05S by calling Support Services (SUS) at 305-995-3705.

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>

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