

MEMORANDUM

TO: All Elementary Schools

FROM: Office of Information Technology Services (ITS)

SUBJECT: **2005 - ELEMENTARY FALL CARD PRODUCTS**

Information Technology Services (ITS) will begin printing all fall card products on Wednesday, July 27, 2005, for all students registered for fall. Each school will automatically receive one Student Attendance Transmittal Card and two Student Data Cards in Alpha/Homeroom/Grade sequence.

If your school uses Scantron cards for Attendance, please complete the 2005 Elementary Fall Card Products survey no later than June 3, 2005. Please click on the link below to access the survey.

<http://surveys.dadeschools.net>

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