

**MEMORANDUM**

**TO: Presidents**

**FROM: Steve Ijames  
Director of Information Services**

**DATE: March 12, 1999**

**SUBJECT: College Calendar - Request for Information**

Please send the following information in order to create the annual NCCCS combined college calendar report.

College name, beginning and ending dates for your college terms:

COLLEGE: \_\_\_\_\_

PERSON SUBMITTING REPORT: \_\_\_\_\_

	Begins	Ends
1. 1999-00 Summer Term	_____	/ _____
2. 1999-00 Fall Semester	_____	/ _____
3. 1999-00 Spring Semester	_____	/ _____

Please return to Joy Barefoot at the system office by March 31, 1999. Thank you for your help and call me or Joy if you have questions.

cc: College Data Coordinator

CC99-090  
Paper Copy