

MEMORANDUM

TO: Presidents

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

DATE: March 10, 2000

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. 2000-01 Summer Term	_____	_____
2. 2000-01 Fall Semester	_____	_____
3. 2000-01 Spring Semester	_____	_____

Please return to Colwin Stevens at the System Office by March 31, 2000. Thank you for your help and call me or Colwin if you have questions.

cc: College Data Coordinator

CC00-070
Paper Copy