



The **DIVISION OF FINANCIAL OPERATIONS**
Has Published the Following Article
Which Appears in the
June 2, 2009
Edition of the Principal's Weekly Newsletter



Ordering Period for Administrative Forms

The first ordering period for administrative forms for the 2009-10 school year runs from June 15 through July 17. All orders placed during this period will be delivered by mid-September. Please remember to order attendance cards for this fall during this ordering period. The next ordering period will run from mid-August through mid-September for delivery by mid-November.

You can access many forms online anytime at <http://dfoforms.nycenet.edu/forms/>.

For additional information, contact the Division of Financial Operations Special Projects Unit at (718) 935-3304 or specialprojects@schools.nyc.gov.



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