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July 25, 2011

TO: District Superintendents
Charter School Leaders

SUBJECT: CDS System Deployment – ACTION NEEDED

DEADLINE: August 2, 2011

You received a memo about the CDS System on July 15, 2011. As stated in that memo, **all districts and charters must log into the system and update their information even if there haven't been any changes. You must verify the information in the system and enter the grade levels for all schools.**

The deadline for this verification is August 2, 2011. Districts/charters that do not take action will not be able to upload students into NJSMART.

The CDS System can be accessed through NJHomeroom at: <http://homeroom.state.nj.us> For more details, please refer to the July 15th memo, which can be accessed at: <http://education.state.nj.us/broadcasts>