

GREAT NECK PUBLIC SCHOOLS
John L. Miller—Great Neck North High School
35 Polo Road
Great Neck, New York 11023-1044
(516) 441-4720 fax (516) 773-1872



Guidance Office

February, 2012

Dear Seniors and Parents,

All colleges require a copy of their applicants' academic performance during the first semester of their senior year. Consequently, the Guidance Office will be devoting a good deal of time at the start of the new semester preparing these reports for mailing to every college to which our students have applied.

Because these report cards often play an important role in the decision making process of the college admissions offices, we need to make sure that the information contained is 100% accurate. **To this end we ask that you take care of any outstanding obligations for all of your courses by Friday, February 10th.** It is important that you speak to your teachers about both **errors** to be corrected **AND** any **INCOMPLETES** to be made up. INCOMPLETES are not viewed as acceptable by college admissions offices.

This time line will allow us to print a corrected set of senior report cards on Monday, February 13th and make sure copies are sent to all of your colleges in a timely manner. Hopefully your second quarter report card will be accurate and will have no outstanding incompletes. However, if this is not the case, you are urged to **take care of this matter immediately** for your own sake.

If you have any questions or concerns regarding this matter please discuss them with your counselor, as soon as possible.

Sincerely,

Bernard Kaplan
Principal

Michael Neary
Director of Guidance

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