



Wyoming Department of Education

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MEMORANDUM NO. 2007 - 088

TO: School District Superintendents
School District Principals
High School Counselors

FROM: Lacy Krakow, Hathaway Program Consultant
Standards, Assessment and Accountability Unit

DATE: April 20, 2007

SUBJECT: ACT or WorkKeys and the Non-Public School Student

Information to Share

College entrance exam legislation, W.S. 21-2-202, requires all 11th grade students to take either a college entrance exam or a job skills assessment test in the spring of their junior year. This legislation also requires each school district to give non-public school students the opportunity to test one time at no cost to the student on the same date the examination is administered to all eleventh grade public school students in the state.

Attached is a letter that will be sent to non-public entities explaining the statewide testing process and timelines.

Please contact Lacy Krakow at 307-777-8595 or via e-mail at lkrako@educ.state.wy.us if you have any questions.

Attachment (1)

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To Whom It May Concern:

College entrance exam legislation, W.S. 21-2-202, requires all 11th grade students to take either a college entrance exam or a job skills assessment test in the spring of their junior year. The Wyoming Department of Education selected and contracted with ACT, Inc. to administer this testing requirement. The college entrance exam will be the ACT test and the job skills assessment will be the WorkKeys test.

This legislation also gives all non-public school students the opportunity to take either the ACT or WorkKeys test one time in their junior year at no cost to the student. The statewide testing date for 2008 will be March 11, 2008, with a makeup date on March 25, 2008. WDE, along with ACT, will be presenting via WEN video on May 9, 2007, important information and dates that go along with this new initiative. Some dates that non-public schools need to be aware of are:

IMPORTANT DATES:

May 9, 2007: WEN video presentation discussing up-coming statewide testing

No later than October 15, 2007: Non-public students need to let testing center know whether or not they are testing.

No later than October 15, 2007: Non-public students need to let testing center know which test they will be taking (ACT or WorkKeys).

No later than October 31, 2007: Testing centers need to let ACT know how many (public and non-public) students will be testing and how many students will be taking each test (ACT or WorkKeys).

No later than December 3, 2007: All students (public and non-public) needing accommodations need to submit appropriate paperwork to ACT.

No later than February 26, 2008: Pre-registration forms must be completed by students.

March 11, 2008: Initial ACT and WorkKeys statewide test

March 25, 2008: Makeup date for ACT and WorkKeys statewide test

March 11 – March 25, 2008: Testing window for students with accommodations.

Non-public school students must alert the school at which they wish to test no less than one month prior to the initial test day. Students testing with accommodations must follow the dates posted on the timeline.

Please contact Lacy Krakow at 307-777-8595 or via e-mail at lkrako@educ.state.wy.us if you have any questions.