



WYOMING
DEPARTMENT OF EDUCATION

*Creating Opportunities
for Students to Keep
Wyoming Strong*

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MEMORANDUM NO. 2017-035

TO: School District Superintendents
WISE Coordinators

FROM: Lisa Weigel, Chief Policy Officer

DATE: March 20, 2017

SUBJECT: 2015-16 WDE950 Graduating Student Transcripts Reports

WDE950 CONFIDENTIAL STUDENT REPORTS AVAILABLE FOR REVIEW

MUST BE UPDATED BY MARCH 31

The Wyoming Department of Education has completed processing the 2017 WDE950 Graduating Student Transcripts collection. This data collection is taken in accordance with the Wyoming Accountability in Education Act (WAEA) [W.S. 21-2-204 \(c\)\(iv\)](#) and Hathaway Scholarship reporting requirements per [W.S. 21-16-1308 \(c\)\(vi-viii\)](#).

Confidential student-level reports are available for school districts to review and correct as needed starting March 20, 2017 through March 31, 2017. After March 31, 2017, the student-level data will be considered verified as accurate by each district, and will be used to calculate each school's college readiness indicator for the Hathaway Scholarship.

Each district has until March 31, 2017 to log in to Fusion to view the confidential student-level reports, and submit missing or updated transcripts through the Wyoming Transcript Center. The reports include all students who are counted as 2015-16 graduates. The following fields will be used to compute Hathaway eligibility scores for the purpose of WAEA accountability:

- Non-weighted GPA: Students without a non-weighted GPA will be considered ineligible for a Hathaway level for the purpose of school accountability.
- Success Curriculum Level: Derived from *successCurriculumLevel* (See p. 10 in the [WDE950 Guidebook](#)).
- Best Transcript ACT Composite: Best ACT Composite score submitted on transcript.

- ACT Census Composite: ACT Composite score from WDE Census Administration date.
- Best WorkKeys Total Score: Best WorkKeys Total score submitted on transcript.
- No Test Result: ‘T’ means district indication on transcript there is no ACT or WorkKeys score for this student (These students will be considered ineligible for a Hathaway level for the purpose of school accountability).
- Exclude Test Requirement: Students who were not present in Wyoming on the ACT Census test date. If the student does not have test score on their transcript, the eligibility level for WAEA will be based on success curriculum level and grade point average only.

Transcripts are required for all Wyoming students and are used in school accountability calculations and Hathaway Scholarship legislative reports. In addition, an unweighted GPA, the student’s highest ACT Composite Score or WorkKeys Total/Composite score, and the Hathaway success curriculum level are required on each transcript to permit the calculation of the school level WAEA readiness indicator.

Under the Wyoming school accountability model in the WAEA, students without transcripts or the needed information will be counted as students who did not complete the eligibility requirements for any level of the Hathaway Scholarship. Missing transcripts (or transcripts with missing information) will negatively affect the school level score on the Hathaway Scholarship college readiness indicator. Districts have until March 31, 2017 to submit updated or missing transcripts through the Wyoming Transcript Center. The ACT or WorkKeys score obtained from the state administered test, or a higher score obtained by the student at another time may be reported. The score that gives the student the highest eligibility level will be used for school accountability.

The 2016 WDE950 Graduating Student Transcripts reports can be found by logging into [Fusion](#). Click on the blue “Data Reporting” link at the top of the page. On the left side of the following page, click on the “Accountability Confidential” link. The report is called “Hathaway Scholarship Eligibility Level”.

To use Fusion, users must be assigned either the WISE Coordinator or Wyoming Transcript Center user role. Individuals without access can contact their district’s Fusion Administrator to have the appropriate role assigned to their user account. To find a district’s Fusion Administrator, click the “Find Fusion Administrator” link located at the top of the page.

The window for submitting missing or updated transcripts is March 20-31. The transcripts must be submitted through the Wyoming Transcript Center using the WDE950 collection process. The 2015-16 Graduating Student Transcripts reports on Fusion will be refreshed within one business day of the transcripts being sent to the WYOMING DEPT OF EDUCATION – HATHAWAY UNIT in the Wyoming Transcript Center. For specific transcript submission details, see the [WDE950 Guidebook](#) available in the [Data Collection Suite](#).

For questions about the reports or accountability measures, contact Sean McInerney at sean.mcinerney@wyo.gov or 307-777-8752. For questions about transcript submissions, contact Liz Foster at elizabeth.foster@wyo.gov or 307-777-7009.