



WYOMING
DEPARTMENT OF EDUCATION

*Creating Opportunities
for Students to Keep
Wyoming Strong*

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MEMORANDUM NO. 2016-054

TO: District Superintendents
Curriculum Coordinators
High School Principals
High School Counselors
WISE Coordinators

FROM: Brent Young, Chief Policy Officer

DATE: April 4, 2016

SUBJECT: 2016-17 Hathaway Success Curriculum Course Verification

2016-17 HATHWAY SUCCESS CURRICULUM COURSE VERIFICATION DEADLINE

Each school district is required by state law to submit a list of courses provided which satisfy the Hathaway Scholarship Program success curriculum (HSC) requirements specified in [W.S. 21-16-1307\(f\)\(i\)](#) for verification by the Wyoming Department of Education.

The timeline for the 2016-17 HSC course verification process is as follows:

Organization	Deadline	Materials
School District	May 1-May 31	Submit new course requests to the WDE. All new courses in Math, Science, ELA, Social Studies & Foreign Language must be approved by the WDE prior to adding the courses to the WDE638. CTE and FA courses are determined at the local level and can be added to the WDE638 without prior WDE approval.
WDE	June 1-June 10	Review new Hathaway courses submitted.
WDE	Week of June 13	Send course approvals to school districts.
School District	Week of June 20	Add approved courses to the WDE638 and mark as Hathaway courses.

The timeline reflected in the table above ensures the intent of W.S. 21-16-1307(f)(i) is met. If necessary, districts may submit additional changes to their 2016-17 SY HSC form during the final submission window from September 1-30, 2016.

All new Hathaway course requests must be accompanied by syllabi and the signed assurance form in order to be approved. An example template of the syllabi information required by the WDE's content specialists can be found [here](#) and the Hathaway assurance form can be found [here](#).

Each district's WDE638 Hathaway Success Curriculum report can be viewed [here](#).

For more information, please contact Bradley Barker or Jennifer Peterson at hathawayscholarship@wyo.gov.