



**WYOMING**  
DEPARTMENT OF EDUCATION

*Creating Opportunities  
for Students to Keep  
Wyoming Strong*

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## MEMORANDUM NO. 2018-009

**TO:** School District Superintendents  
WISE Coordinators

**FROM:** Megan Degenfelder, Chief Policy Officer

**DATE:** February 5, 2018

**SUBJECT:** 2016-17 WDE950 Graduating Student Transcript Reports

# WDE950 CONFIDENTIAL STUDENT REPORTS AVAILABLE FOR REVIEW

**MUST BE UPDATED BY FEBRUARY 16**

The Wyoming Department of Education (WDE) has processed the WDE950 Graduating Student Transcripts collection for 2017. This data collection is taken in accordance with the Wyoming Accountability in Education Act (WAEA) [W.S. 21-2-204 \(c\)\(iv\)](#) and in the 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, during the review window, February 5-16, 2018. Any missing or updated transcripts must be submitted during this window through the Wyoming Transcript Center. After February 16, 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, as well as each student's provisional eligibility for the Hathaway Scholarship.

The reports include all students who are counted as 2016-17 graduates. The following fields will be used to compute Hathaway eligibility scores for the purpose of WAEA accountability:

- Unweighted GPA: Students with a weighted GPA will be considered ineligible for a Hathaway level for the purpose of school accountability.
- Success Curriculum Level: Derived from successCurriculumLevel (See p. 9 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 the district indicates on this transcript that 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, the above fields are required on each transcript to permit the calculation of the school-level WAEA readiness indicator.

Under the accountability model in 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 are allowed to report using the ACT or WorkKeys score obtained from the state administered test, or a higher score obtained by the student at another time. The score that gives the student the highest eligibility level will be used for school accountability.

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

To view this report, users must be assigned one of the following roles: Superintendent, Assessment Coordinator, Curriculum Coordinator, Principal, Assistant Principal, Special Education Director, Title I Coordinator, WISE Coordinator, or Accountability Coordinator. 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 2016-17 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](#).

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*For questions about the reports or accountability measures, contact Sean McInerney at [sean.mcinerney@wyo.gov](mailto:sean.mcinerney@wyo.gov) or 307-777-8752.*

*For questions about transcript submissions, contact Liz Foster at [elizabeth.foster@wyo.gov](mailto:elizabeth.foster@wyo.gov) or 307-777-7009.*