

CREATING
OPPORTUNITIES
FOR STUDENTS TO
KEEP WYOMING
STRONG

MEMORANDUM NO. 2018-113



JILLIAN BALOW

Superintendent of Public Instruction

DICKY SHANOR

Chief of Staff

SHELLEY HAMEL

Chief Academic Officer

MEGAN DEGENFELDER

Chief Policy Officer

DIANNE BAILEY

Chief Operations Officer

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

FROM: Megan Degenfelder, Chief Policy Officer

DATE: October 1, 2018

SUBJECT: WDE949 - 9th Grade Transcripts



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ON THE WEB

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2018-19 STUDENT TRANSCRIPTS COLLECTION WINDOW OPENS OCTOBER 8

In accordance with the Wyoming Accountability in Education Act, the Wyoming Department of Education (WDE) will use the WDE949 data collection to prepare student-level files that will be used to calculate the Readiness sub-indicators for various grades. Calculations will be made for grade 9 credits earned for students enrolled in **non-alternative high schools** and grade 9, grade 10, and 11 credits earned for student enrolled in **alternative high schools**. Readiness scores for schools are based on the percentage of full academic year students in grade 9 at non-alternative schools and grades 9, 10, and 11 at alternative schools who earned one-fourth of the credits required to earn a diploma at their designated high school in the prior school year.

The 2018-19 WDE949 includes all grade 9, 10, and 11 transcripts, as applicable, from the 2017-18 school year and includes summer credits. The collection will take place from **October 8 through November 16** through the Wyoming Transcript Center. Consult the [WTC File Layout](#) document, available on the WDE's [Forms Inventory](#) page, as several data element definitions are aligned for improved data quality. Other documents, including the WDE949 guidebook and a list of valid elements, can be found under the Documents tab.

For more information or questions pertaining to the student level reports or accountability measures, contact Sean McInerney at sean.mcinerney@wyo.gov or 307-777-8752.

For questions pertaining to transcript submissions, contact Liz Foster at elizabeth.foster@wyo.gov or 307-777-7009.