

CREATING
OPPORTUNITIES
FOR STUDENTS TO
KEEP WYOMING
STRONG

MEMORANDUM NO. 2019-002



JILLIAN BALOW

Superintendent of Public Instruction

DICKY SHANOR

Chief of Staff

SHELLEY HAMEL

Chief Academic Officer

KARI EAKINS

Chief Policy Officer

TRENT CARROLL

Chief Operations Officer

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

FROM: Kari Eakins, Chief Policy Officer

DATE: January 7, 2019

SUBJECT: 2019-20 Hathaway Success Curriculum
Course Verification



CHEYENNE OFFICE

122 W. 25th St. Suite E200
Cheyenne, WY 82002
307-777-7675

RIVERTON OFFICE

320 West Main
Riverton, WY 82501
307-857-9250



ON THE WEB

edu.wyoming.gov
twitter.com/WYOEducation
facebook.com/WYOEducation

SUBMISSION WINDOW FOR 2019-20 HATHAWAY COURSE VERIFICATION DUE JANUARY 31, 2019

[State statute](#) requires school districts to submit a list of courses that satisfy the Hathaway Scholarship Program's Success Curriculum (HSC) requirements. This list must be submitted to the Wyoming Department of Education (WDE) for verification through the WDE638 collection and the [Hathaway Course Verification Application](#).

To streamline the process and cover general questions, district personnel who submit HSC courses to the WDE for approval are strongly encouraged to view a [video](#) demonstrating the processes. District personnel may also [sign up online for a one-on-one tutorial](#). Verification of HSC courses may be delayed if the correct process is not followed.

Steps for the 2019-20 HSC Course Verification:

- Submit Statement of Assurance via hathawayscholarship@wyo.gov.
- Submit 2019-20 WDE638 with new courses marked as “yes” under the Hathaway indicator.
- Verify courses in the Hathaway Course Verification Application.
- All steps must be completed by January 31, 2019.

All new courses are also required to have a course description and the Wyoming standards being met in the course submitted through the Hathaway Course Verification Application. More information is available on the [Hathaway Scholarship website](#).

The steps reflected above ensure the intent of the state statute is met. There will be two additional submission windows in May and September for the 2019-20 school year for Hathaway courses.

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