

## MEMORANDUM NO. 2021-056

**TO:** School District Superintendents  
Virtual Education Coordinators  
Business Managers  
Computer/Technology Coordinators  
Curriculum Coordinators  
Special Education Directors  
WISE Coordinators

**FROM:** Kari Eakins, Chief Policy Officer

**DATE:** May 3, 2021

**SUBJECT:** 2021-22 Virtual Education Program Information

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## VIRTUAL EDUCATION PROGRAM APPLICATION AND RENEWAL

The virtual education program application and renewal process is now open. Any school districts planning to offer a virtual education program during the 2021-22 school year must complete the following steps:

- Submit the online [Virtual Education Program Application & Renewal Form](#).
- Submit a signed [Program Assurance Statement](#).
- If the proposed program is full-time, submit a signed [Curriculum Assurance](#) and a copy of the 2021-22 student and parent handbook.
- School districts without 2020-21 approved virtual education programs will also need to submit a completed [Application Narrative](#).

The 2021-22 virtual education course offerings will be submitted through the WDE638 WISE Course Inventory Data Collection which will open **July 1, 2021**. All 2021-22 virtual education program renewals and applications, and the WDE638 Collection with virtual education classes, must be submitted by **July 31, 2021**.

Visit the [Virtual 307 Policy](#) page for all program details, Chapter 41 Virtual Education Rules, and application and renewal forms.

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*For more information, contact Lori Thilmany, Virtual Education Program Manager, at 307-777-7418 or [lori.thilmany@wyo.gov](mailto:lori.thilmany@wyo.gov).*