



Opportunity Through Education

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MEMORANDUM NO. 2022-032

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: March 21, 2022

SUBJECT: 2022-23 Virtual Education Program Information

VIRTUAL EDUCATION PROGRAM APPLICATION AND RENEWAL

The virtual education program application and renewal process is now open. Any school districts planning to offer a regular virtual education program during the 2022-23 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 2022-23 student and parent handbook.
- School districts without 2021-22 approved virtual education programs will also need to submit a completed [Application Narrative](#).

To be eligible to apply for the 2022-23 Distance Education Grant, the program renewal and application documents are due by **May 6, 2022**. The 2022-23 virtual education course offerings will be submitted through the WDE638 WISE Course Inventory and WDE638VE Virtual Education Course Inventory data collections which will open July 1, 2022. All 2022-23 virtual education

program renewals and applications, and the WDE638 Collections with virtual education classes, must be submitted by **July 31, 2022**.

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

For more information, contact Lori Thilmany, Virtual Education Program Manager, at 307-777-7418 or lori.thilmany@wyo.gov.