



Opportunity Through Education

Megan Degenfelder – Superintendent of Public Instruction
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MEMORANDUM

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

FROM: Wanda Maloney, Chief Policy Officer

DATE: March 6, 2023

SUBJECT: 2023-24 Virtual Education Program Information

2023-24 VIRTUAL EDUCATION PROGRAM INFORMATION

The virtual education program application and renewal process is now open. Any school districts planning to offer a regular virtual education program, including part-time virtual education classes during the 2023-24 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 2023-24 student and parent handbook.
- School districts without 2022-23 approved virtual education programs will also need to submit a completed [Application Narrative](#).

To be eligible to apply for the 2023-24 Distance Education Grant, the program renewal and application documents are due by **May 5, 2023**. The 2023-24 virtual education course offerings will be submitted through the WDE638 WISE Course Inventory data collection which will open July 1, 2023. All 2023-24 virtual education program renewals and applications, and the WDE638 Collection with virtual education classes, must be submitted by **July 31, 2023**.

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.