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## MEMORANDUM NO. 2014-060

**TO:** School District Superintendents  
School Principals  
Assessment Coordinators  
Business Managers  
WISE Coordinators

**FROM:** Susan Williams, Data Collection and Reporting Supervisor  
Wyoming Department of Education

**DATE:** May 05, 2014

**SUBJECT:** Public Release of 2012-13 Graduation Rates

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# PUBLIC RELEASE OF 2012-13 GRADUATION RATES SCHEDULED FOR MAY 13, 2014

*Districts are encouraged to access confidential graduation rate reports and download a finalized copy of their data.*

**CHEYENNE** - The confidential review period for the graduation rates brought to light a small number of errors in district student data. Upon district request the WDE made changes to October 1st WDE684 records. These adjustments may have resulted in a revised graduation rate for your district.

The WDE encourages all districts to **review and download their finalized data** prior to the public release of the state and district graduation rates.

To navigate to the reports, go to the Wyoming Education Fusion Portal homepage at <http://fusion.edu.wyoming.gov> and sign in. Then click on the Data Reporting icon at the top of the screen. Then click on the Accountability Confidential link on the left. The reports are named **Graduation Rate Results Aggregated** and **Graduation Rate Results Student Level**. Reports include district total and subgroup graduation rates as well as a student level data file. Data reported is final and not

subject to change. For additional information regarding report elements refer to the **Graduation Rate Results Legend**, also located in Accountability Confidential.

Accountability Confidential is a secured site and only authorized users will be able to access the reports. Authorized users are superintendents, principals, business managers, WISE coordinators, assessment coordinators, and approved users with the Assessment Confidential role. Any questions about access to the module should be directed to your local Fusion Administrator. A short video with [instructions to reset Fusion passwords](#) is also available.

Public 2012-13 graduation reports will be posted on the Wyoming Department of Education website, <http://edu.wyoming.gov/data/graduation-rates/> on May 13, 2014. Public reports will include state, district and school aggregated and disaggregated graduation rates.

If you have any questions about your graduation rate data, please contact Vince Meyer at 307-777-6232 or [vince.meyer@wyo.gov](mailto:vince.meyer@wyo.gov).