

DATE: 1/18/2011

TO: District Contacts

FROM: Teri Sexton, Interim Executive Director, PTSB

RE: Wyoming Constitution Test, District Logins, & Transitional Coaching Permits

Happy New Year to all!

I would like to remind everyone that because some of Wyoming's elected officials have now changed, PTSB has updated the Wyoming constitution test and study guides to reflect the names of our newly elected officials. As always, we encourage you to send your applicants to our website to download all documentation, so that they may be sure they are getting the most current version of any application, document or form. Please visit our website at:

<http://ptsb.state.wy.us/Licensure/BecomingLicensed/USWyomingConstitution/tabid/153/Default.aspx> for the updated version of the study guide.

Additionally, because PTSB will be generating new login codes for all districts, you should have been contacted by us to ensure that your district contact information is up to date. You will be receiving your new district log in codes in the next week. Once the new codes are issued, all previous log in codes will be invalid. If you have not updated your district contact information with us, please contact Courtney at 777-7291 to do so.

As a final note, please be aware that there has been a change to the Transitional Coaching Permit which will now allow those applicants a full three years to complete their Permit requirements. The previous policy stated that the expiration date of the permit was August 31 of the third year of the applicant's permit. The new policy allows for three full years from the date of the application. However, please be advised that under no circumstances will that date be extended. Applicants must have completed all requirements for full endorsement by the expiration date of their Transitional Coaching Permit.

If you have any questions, please contact PTSB.