

**2001 DRAFTING REQUEST**

**Bill**

Received: **01/19/2001**

Received By: **mlief**

Wanted: **As time permits**

Identical to LRB:

For: **Sheldon Wasserman (608) 266-7671**

By/Representing: **sarah**

This file may be shown to any legislator: **NO**

Drafter: **mlief**

May Contact:

Alt. Drafters:

Subject: **Higher Education - UW System**

Extra Copies: **PG**

**Pre Topic:**

No specific pre topic given

**Topic:**

Prohibiting UW board of regents from requiring HSGT for admission to UW System

**Instructions:**

See Attached

**Drafting History:**

<u>Vers.</u>	<u>Drafted</u>	<u>Reviewed</u>	<u>Typed</u>	<u>Proofed</u>	<u>Submitted</u>	<u>Jacketed</u>	<u>Required</u>
/?	mlief 01/19/2001	hhagen 01/24/2001		_____			
/1			martykr 01/31/2001	_____	lrb_docadmin 01/31/2001	lrb_docadmin 02/20/2001	

FE Sent For:

<END>

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/?	mlief 01/19/2001	lrb_editor 11 hmk 1/23/00	cmh Yes /1	cmh km			

FE Sent For:

<END>

1/18/01

re from Sarah / Wapenma's office

PE has good test.

Recently, UW announced it will

require applicants from WI to take the test.

→ draft bill to prohibit UW from doing that.

Sarah will get me more info.

118.30(1)(b)

118.30(1)(b)

WISCONSIN  
STATE  
ASSEMBLY

1/18/01



Attn: Peter Grant

FR: Swah Osterberg

9 pages to follow.

Please call me with any questions about the draft. As I said, Rep. Wasserman's aim is to reverse the Regents' decision by prohibiting them from using the HSGT as a requirement for admission to UW schools.

MADISON:

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264-6948

JAN-18-2001 THU 12:32 PM BOARD OF REGENTS

FAX NO. 6082625739

P. 02

Revisions to UW System Undergraduate Admissions Policy (72-11) and  
Traditional and Nontraditional Freshman Admissions Policy (87-8);  
University of Wisconsin System Administration

EDUCATION COMMITTEE

Resolution:

That, upon the recommendation of the President of the University of Wisconsin System, the revisions to the UW System Freshman Admissions Policy (72-11) and Traditional and Nontraditional Freshman Admissions Policy (87-8), be approved.

12/08/00

I.1.b.(5)

December 8, 2000

Agenda Item L1.b.(5)

## REVISED HIGH SCHOOL GRADUATION REQUIREMENTS AND UW SYSTEM ADMISSION

### EXECUTIVE SUMMARY

#### BACKGROUND

The statutory provisions (ss. 118.30 and 33) concerning graduation from public high schools in Wisconsin have changed. The new law requires that multiple measures be used to determine if students receive a diploma. By September 1, 2002, school boards must develop a high school graduation policy that includes, in addition to the required 13 credits, pupil scores on the state-developed high school graduation test (HSGT), pupil academic performance, and teacher recommendations. Districts may adopt their own high school graduation test which is designed to measure whether pupils meet the academic standards adopted by the school board. Under current state law, upon the request of a parent or guardian, a school board shall excuse a student from taking either the state-developed HSGT or the locally adopted test. Disabled and limited-English speaking pupils may be exempted from the HSGT and would then complete an alternative assessment developed by the local district.

The date for granting or denying a diploma based on the above criteria is set for the 2003-2004 school year. Student scores on the graduation tests must appear on transcripts after September 1, 2003.

#### REQUESTED ACTION

Approval of resolution L1.b.(5), revising UW System Freshman Admissions Policy (72-11) and Traditional and Nontraditional Freshman Admissions Policy (87-8).

#### DISCUSSION

**Admission:** Admission to UW System institutions requires "graduation from a recognized high school or equivalent" and 17 Carnegie units in specified content areas: 4 units in English, 3 units in social studies, 3 units in mathematics, 3 units in science and 4 units in other academic areas (BOR Res. 72.11). Other factors that influence admission decisions include grade point average, class rank and performance on the ACT/SAT test. Information concerning specific admission requirements at UW institutions is available at <http://uwhelp.wisconsin.edu/admin/adm02.htm>.

Admission decisions for new freshmen made in the fall/winter for the following fall semester are conditional. These initial, conditional decisions will continue to be based on the current criteria and student participation in the HSGT will not be a consideration.

Final admission requires that students maintain their high school academic standing and successfully complete courses in progress as outlined on the application. The final (8th semester) transcript provided by the high school provides the required certification that the

applicant has fulfilled this obligation. In accordance with the new statutory requirements, after September 2003 students from public high schools in Wisconsin also will be required to provide evidence on the final transcript that they have taken all sections of the HSGT or the test adopted by their school board.

**Future Direction:** The admission requirements will be amended, as outlined above, on a temporary basis. Information will be gathered concerning the relationship between performance on the HSGT and academic success for entering students. UW System and DPI staff will evaluate over time the potential of using student performance on the HSGT to assist in admission and/or placement decisions.

JAN-18-2001 THU 12:33 PM BOARD OF REGENTS

FAX NO. 8082625739

P. 05

**72-11 FRESHMAN ADMISSIONS POLICY**

History: Res. 239 adopted 7/14/72; amended by 87-7 and Res. 6152, 7/92; supplemented by Res. 8441, 6/93; amended by Res. 7317, 10/96. (See also 87-8.); amended by Res. 7584, 12/5/97.

Wisconsin has long held a strong commitment to maximize educational opportunity for her citizens. In recognizing the necessity of making educational opportunity equally accessible to all its citizens through the University of Wisconsin System, it is important that the diverse needs of the state's population be accommodated through a flexible admissions policy. The state must meet the dual goals of fulfilling the special missions of each campus and providing accommodation for students at some institutions within the University System's range of programs. The following parameters provide a framework for a Systemwide admissions policy, from which more specific requirements may be implemented by the various institutions of the university system.

Freshman applicants must satisfy the following minimum requirements to be considered for admission:

**I. Graduation from a recognized high school or equivalent.**

A. A recognized high school is one which either, (1) is accredited by a regional accrediting association or state university or, (2) is recognized or accredited by a state department of public instruction or its equivalent.

B. An applicant who has not graduated from a recognized high school must provide evidence of satisfactory completion of the requirements for a high school equivalency certificate or a diploma from a recognized high school, school system or state department of public instruction based on the GED examination, the Wisconsin High School equivalency Examination or other established criteria.

**II. Distribution Requirements**

A. Effective fall 1991, a minimum of 16 high school credits is required. Eleven of the 16 units will be the DPI requirements (P.I. 18.03):

English 4 credits

Social Science 3 credits

Mathematics 2 credits

Natural Science 2 credits The remaining 5 units will be: From the above areas or foreign language 3 credits

From the above and/or fine arts,

computer science and other academic areas 2 credits

TOTAL 16 credits

Each institution may specify additional unit requirements for the remaining 5 units and may specify required content for all 16 units.

B. Effective fall 1995, for students graduating from high school in spring 1995 and thereafter, a minimum of 17 high school credits is required. Thirteen of the 17 credits will be distributed as follows:

English 4 credits

Social Science 3 credits

Mathematics 3 credits

Natural Science 3 credits

The remaining 4 units will be: From the above areas, foreign language, fine arts, computer science and other academic areas 4 credits

TOTAL 17 credits

Each institution may specify additional unit requirements for the remaining 4 units and may specify required content for all 17 units.

C. After September 2003 students graduating from public high schools in Wisconsin will be required to provide evidence on their final transcript that they have taken all sections of the state-developed High School Graduation Test or the test adopted by their school board.

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FAX NO. 6082625739

P. 06

2

D. In recognition of curricular initiatives occurring in many high schools that depart from a traditional Carnegie unit structure, the UW System has initiated an alternative admission process referred to as Competency-Based Admission. Effective fall 1998, high school officials may elect to prepare a UW System Competency-Based Admission profile in addition to, or in lieu of, the traditional high school transcript for those students whose high school curriculum is not well described by the traditional Carnegie unit structure. The combination of the student's credentials must indicate evidence of preparation in English, social science, mathematics and natural science at a level comparable to that assumed by the traditional distribution requirements. The admission requirements at each institution for students who apply using Competency-Based Admission will be equivalent to the admission requirements for students who apply under the Carnegie unit system.

III. Evidence that the applicant is prepared to do satisfactory work at the campus to which he or she is applying.

A. Normally this evidence will consist of the student's rank in class. Any institution, based on its mission and supportive services, may set specific requirements on rank in class.

B. Any institution may require test scores of all or some of the applicants as additional evidence but they may not deny admission to any student based on test scores alone.

C. Students lacking rank-in-class or test score qualifications may be considered if, on the basis of other factors, they appear to have a reasonable probability of success. Particular consideration in admission will be given to applicants who have been out of school for two or more years, service veterans, as defined by state and federal policies, and to students who have been disadvantaged as a result of substandard education, family income level, or ethnic background.

IV. Requirements for out-of-state students will be the same as those for resident students except that an institution may adopt special requirements for foreign applicants. If the number of qualified out-of-state students exceeds the ability of the institution to accommodate them, the institution shall determine the criteria for selection from among qualified applicants.

V. Applicants who do not qualify according to the above requirements may appeal for special consideration through the appropriate Director of Admissions. Any institution may conditionally or fully admit applicants who lack the stated requirements but are deemed to merit special consideration.

**87-8 TRADITIONAL AND NONTRADITIONAL FRESHMAN ADMISSIONS POLICY**

History: Res. 3810 adopted 8/5/87, amended by Res. 7584, 12/5/97. (See also 72-11.)

Whereas, the purpose of enrollment management is to preserve and enhance educational quality throughout the University of Wisconsin System, and whereas, to assure quality, it is important to use the limited resources in the most effective manner, and whereas institutions, schools, and programs should not admit more students than can be served in an orderly fashion, the Board establishes two categories of freshman admissions: (1) Traditional and (2) Nontraditional. All students admitted in the fall, 1988 will be admitted on the basis of the criteria established within these categories.

**1. Traditional Admissions includes:**

- a. **Standard Admissions:** Those students (a) who are from a recognized Wisconsin high school, meet the high school academic unit distribution requirements, and effective fall, 1989 have taken the ACT and meet the predetermined high school rank for the institution, (b) who did not meet the predetermined high school rank but meet a predetermined ACT/SAT or combined ACT/high school rank score, or (c) for whom high school rank is not available or who did not meet the standard criteria but who meet other quantifiable criteria such as standardized or institutional achievement test scores, alternate high school units, specified courses, g.p.a., or have demonstrated exceptional talents in particular areas, or (d) effective fall 1998, who are from a recognized high school and meet predetermined admission criteria based on UW System Competency-Based profile. Effective September 2003, students who are from a public high school in Wisconsin will be required to take the state-developed High School Graduation Test or the test adopted by their school board.

(b) **Discretionary Admissions:** Those students in the traditional admissions category who meet the predetermined admissions criteria but who have less probability of success. The student's chance of success will be based on a comparison with the past degree recipients admitted on the same criteria. Should there be a need to limit admissions, students in the discretionary admission category would be admitted on a limited basis to achieve the enrollment management goal.

**2. Nontraditional Admissions:**

(a) **Older Nontraditional Admissions Over Age 20:** Students who do not meet the above criteria but are members of specific groups; for example, students in programs because of physical status or learning disability, minority status or because of substandard income level; veterans; incarcerated; or foreign students. Students who are over the age of 20 will be evaluated on criteria appropriate to their special circumstances.

(b) **Nontraditional Admissions Under Age 20 (Exceptions):** Students who do not meet the above criteria but are members of specific groups; for example, students in programs because of physical status or learning disability, minority status or because of substandard income level; veterans; incarcerated; or foreign students. These students may be admitted but considered exceptions.

Further, the Board of Regents requires institutions to evaluate the retention and graduation success of students admitted under its various admissions criteria to establish baselines for determining the probability of student success. These evaluations shall be shared with the Board of Regents annually, with the initial report due in December 1987.

D. In recognition of curricular initiatives occurring in many high schools that depart from a traditional Carnegie unit structure, the UW System has initiated an alternative admission process referred to as Competency-Based Admission. Effective fall 1998, high school officials may elect to prepare a UW System Competency-Based Admission profile in addition to, or in lieu of, the traditional high school transcript for those students whose high school curriculum is not well described by the traditional Carnegie unit structure. The combination of the student's credentials must indicate evidence of preparation in English, social science, mathematics and natural science at a level comparable to that assumed by the traditional distribution requirements. The admission requirements at each institution for students who apply using Competency-Based Admission will be equivalent to the admission requirements for students who apply under the Carnegie unit system.

III. Evidence that the applicant is prepared to do satisfactory work at the campus to which he or she is applying.

A. Normally this evidence will consist of the student's rank in class. Any institution, based on its mission and supportive services, may set specific requirements on rank in class.

B. Any institution may require test scores of all or some of the applicants as additional evidence but they may not deny admission to any student based on test scores alone.

C. Students lacking rank-in-class or test score qualifications may be considered if, on the basis of other factors, they appear to have a reasonable probability of success. Particular consideration in admission will be given to applicants who have been out of school for two or more years, service veterans, as defined by state and federal policies, and to students who have been disadvantaged as a result of substandard education, family income level, or ethnic background.

IV. Requirements for out-of-state students will be the same as those for resident students except that an institution may adopt special requirements for foreign applicants. If the number of qualified out-of-state students exceeds the ability of the institution to accommodate them, the institution shall determine the criteria for selection from among qualified applicants.

V. Applicants who do not qualify according to the above requirements may appeal for special consideration through the appropriate Director of Admissions. Any institution may conditionally or fully admit applicants who lack the stated requirements but are deemed to merit special consideration.

# Test decision riles parents, officials

By Lori Lau  
Staff Writer

The University of Wisconsin System Board of Regents' decision to require state public school students to take a high school graduation test has drawn fire locally, both over the test's substance and the way the decision was made.

The board discussed and adopted the change Dec. 8; critics say the public should have had a chance to comment before the vote. The measure has been criticized as unfair to the state's public high school students, and described as an end-run around the Legislature's decision to let parents opt out of the test.

"The problem is they brought this without many people knowing about it, and they voted on it the same day," said state Sen. Alberta Darling, R-River Hills. "Often, if we're going to be doing something controversial, it's worth going through the debate vs. skipping it and making a decision."

Nicolet District Administrator Elliott Moeser agreed.

"I was extremely disappointed not only at the substance of the measure, but how they went about it," he said. "This makes me wonder what is happening here, who gave the order that this was to be passed."

"Open government is beneficial — I think the media's insistence that government be done in the open makes for good decisions," he said, adding that locally, it takes two meetings for the Nicolet School Board to change policy, to allow adequate time for review and community comment.

Both said the action caught them by surprise.

"Our office was not notified, and neither was anyone else's that I'm aware of," Darling said. "State Sen. Rick Grob-Schmidt, chairman of the Senate Education Committee) and I had been involved in this from the get-go. It's unfortunate we were not notified."

"At this point, I don't know what we can do. We're looking into this, but we have to be careful about respecting the decisions of the regents."

## Parents may organize

Moeser, who last week said he would contact area legislators as well as the Wisconsin Association of School Boards and the state superintendents association, said Nicolet parents may organize to assist a Whitefish Bay parents' group that has lobbied against the test.

Although legislators voted in 1997 to make high school graduation from public schools dependent on passing the test, the stakes were lowered after criticism from that group and other parents who said they thought the test unnecessary. As it now stands, students who don't pass the test may still graduate, depending on factors such as class performance or teacher recommendations.

Kevin Boatright, the UW System's assistant vice president for university relations, said the regents had not acted unusually in discussing and adopting the change in one day.

Two meetings are required to approve changes. If one institution wants to change its own degree program, he said, to allow the regents time

to review the issue to prevent unnecessary duplication within the system. Otherwise, he said, the board is free to make changes as it sees fit. This measure came from the board's Education Committee the previous day and was adopted the next day by the full board.

## What it means

After Sept. 20, 2003, all graduates of public high schools in Wisconsin will be required to provide evidence on the final transcript that they have taken all subjects on the state's graduation test or the test adopted by the local school board.

They will be required to pass that test once academic issues regarding the test have been resolved, Boatright said, explaining that the test has not yet been administered, so "we don't really know how valid it would be as a predictor of college success, so we wouldn't want to use it as a predictor of college success just yet."

State Superintendent of Public Instruction John Benson, a member of the Board of Regents, voted to require the test for UW admission, a move that Moeser criticized as discrimination against graduates of the public schools Benson oversees.

## Different standards

"I am dismayed at how you can have different standards for public schools, parochial schools, private schools," Moeser said. "Do they think children who graduated from private and parochial schools can't pass this test? Do they believe out-of-state students couldn't pass this test?"

Meredith Scrivner of Whitefish Bay, a member of the organization that fought to lower the stakes of the graduation test, has voiced similar criticism.

Darling suggested perhaps there should be more of a national standard for students.

"Quite frankly, the Iowa (Test of Basic Skills) for elementary students and the ACT and SAT for high schools are more accepted tests that we use from state to state," she said. "This (the Wisconsin test) will be something different."

This year's freshmen, the first to be tested, will soon get a look at sample questions for the math, science, social studies and English tests — the Department of Public Instruction has distributed a set of four pamphlets with 79 sample questions, which the Nicolet curriculum committee examined last week. They may be viewed on the DPI Web site, [www.dpi.state.wi.us/dpi/oca/hsgp.html](http://www.dpi.state.wi.us/dpi/oca/hsgp.html).

A year from now, they'll take the full test for the first time. The test is being developed at an estimated cost of \$1 million by the same firm that handles the state's testing of fourth-, eighth- and 10th-graders.

After that, students are to get at least two chances in their junior year, and two more in their senior year, to pass. What constitutes a passing grade has not yet been determined.

This year's sophomores will get a trial run with sections of the standardized test in February, to help finalize test content. Nicolet students will take the social studies test, according to the DPI Web site.

# Officials debate UW decision on graduation test

By Dianna Greening  
Staff Writer

In a resolution passed by the University of Wisconsin Board of Regents last Friday, all public school students in Wisconsin would be required to take the new Wisconsin High School Graduation Test to be accepted for admission to any branch of the University of Wisconsin system, starting with the current high school freshmen class.

The resolution also has the written intention of eventually requiring that any public school student pass the test — not just take it — to be admitted to any branch. The resolution does not apply to students at private schools or those who apply from out of state, said Meredith Scrivner, a board member of Advocates for Education.

## No public input

"This resolution was passed and discussed without any public input and without informing the legislative leaders I spoke to. They had no idea this was coming," said Scrivner, who was a leader in the statewide campaign to oppose the state's initial push to have a state-required high school graduation test.

The law requiring the test was passed with the state budget of 1998; it has created controversy since 1995 when discussions and legislative attempts to write the Wisconsin Model Academic Standards began.

When the law was first passed in 1998, it stated that all Wisconsin public school students must pass the Wisconsin High School Graduation Test to receive a diploma. That "high stakes test" met such opposition that the law was amended in 1999 to make the test one of three factors for consideration of eligibility for graduation.

The graduation test process has reached a point of development in which sample test booklets have been distributed to public schools.

Before the end of the year, parents of Whitefish Bay High School students should be receiving by mail their first sample test booklets.

## What's inside

The booklets cover four topics with 20 questions and answers given for each. They include math, science, English language arts and social studies. The first tests will be offered to this year's freshmen who will be graduating in 2004.

The first administration of the test is

CONTINUED ON PAGE 5

# Test

CONTINUED FROM PAGE 1

scheduled for fall 2002. Students may practice by taking the test two years in advance; they may take the test twice each school year before they graduate, or four times. Questions will be different each semester.

Tony Frontier, district director of curriculum and instruction, said he has looked at all of the sample booklets and believes that most students should be able to do very well.

However, he also pointed out that the booklets only contain 20 sample questions, whereas the official tests are much longer, about three hours per subject.

"What I saw is about what I expected from the state," Frontier said. "But it would be impossible to predict what shifts or changes might occur with that test over the next four years. As we get closer to the testing date, there will be actual versions of the test available for preview and they will be public. It will not be the same test that will be given, but it will give us some idea of what is going on with them as to depth, length and scope of the content."

Also during December, the school district will begin discussions through a focus group and a committee on developing its own criteria for graduation, based on the inclusion of the state-

required high school graduation test.

The state stipulates that by Sept. 1, 2002, school boards must develop a high school graduation policy that includes the following: 13 credits in English, 3 in social studies, 2 in mathematics, 2 in science, 1.5 in physical education, 0.5 in health education and 8.5 credits in any combination of vocational education, foreign languages, fine arts or other subjects (optional criteria).

Also included are demonstrated proficiency in these areas if a student is in an alternative education program; enrollment in board-approved courses; community service (optional criteria); pupil score on the high school graduation test; pupil academic performance and teacher recommendations.

Frontier said those who will form the group and committee have not been selected yet, but the focus group will include parents and alumni. Items to be discussed will include what a Whitefish Bay High School diploma means and current levels of expectation.

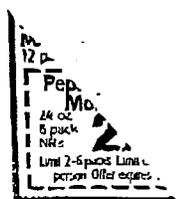
The committee, which will be made up of administrators, parents, counselors and teachers, will begin meeting in January. Final results will be presented to the School Board for approval by the end of the school year.

The district will also reconsider and discuss current promotion requirements for fourth and eighth-grade classes, Frontier said.

WB

THE HERALD

DECEMBER 14, 2000



2001

Date (time) needed \_\_\_\_\_

LRB - 2149, 1

MJC:hmb

**BILL**

Use the appropriate components and routines developed for bills.

AN ACT... [generate catalog] *to repeal*...; *to renumber*...; *to consolidate and renumber*...; *to renumber and amend*...; *to consolidate, renumber and amend*...; *to amend*...; *to repeal and recreate*...; and *to create*... of the statutes; relating to: *admission requirements for University of Wisconsin System institutions*...

[NOTE: See section 4.02 (2) (br), Drafting Manual, for specific order of standard phrases.]

*beginning in the 2002-03 school year*

**Analysis by the Legislative Reference Bureau**

If titles are needed in the analysis, in the component bar:

For the main heading, execute: ..... create → anal: → title: → head

For the subheading, execute: ..... create → anal: → title: → sub

For the sub-subheading, execute: ..... create → anal: → title: → sub-sub

For the analysis text, in the component bar:

For the text paragraph, execute: ..... create → anal: → text

*and charter schools*

*# Current law requires school boards that operate high school grades to administer a high school graduation examination to all high school juniors and seniors. Current law also allows parents to excuse their children from taking this examination.*

*# This bill prohibits the board of regents of the University of Wisconsin System from requiring an applicant for admission to*

*a UW System institution to have taken the examination*

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

SECTION #. *CR, 36.125*

*INSA*

*36.125 The board may not require applicants for*

[rev: 8/28/00 2001DF02(fm)]

*ADMISSION REQUIREMENTS*

*CAS*

INSA

Section #. 36.11 (3) (a) of the statutes is amended to read:

36.11 (3) (a) The board shall establish the policies for admission within the system and within these policies each institution shall establish specific requirements for admission to its courses of instruction. No sectarian or partisan tests or any tests based upon race, religion, national origin of U.S. citizens or sex shall ever be allowed in the admission of students thereto.

History: 1973 c. 335; 1975 c. 39, 41, 224, 400; 1977 c. 29, 418; 1979 c. 32 s. 92 (8); 1979 c. 221; 1981 c. 20; 1983 a. 27, 366; 1983 a. 435 s. 7; 1983 a. 484; 1985 a. 62, 120; 1985 a. 332 ss. 47, 49, 50; 1985 a. 332 s. 251 (1); 1987 a. 27, 287; 1989 a. 31, 56, 121, 177, 359; 1991 a. 39, 203, 250, 269, 285, 315; 1993 a. 16, 213, 227, 399; 1995 a. 27 ss. 1757 to 1762y, 9130 (4); 1995 a. 201, 404, 448; 1997 a. 3, 27, 128, 237; 1999 a. 9, 29; 1999 a. 150 ss. 7, 351.

The board may not establish a policy of admission that requires applicants for admission to have taken any high school graduation ~~proficiency~~ examination adopted under S. 118.30(1g)(b).

end



# State of Wisconsin

## LEGISLATIVE REFERENCE BUREAU

100 NORTH HAMILTON STREET  
5TH FLOOR  
MADISON, WI 53701-2037

STEPHEN R. MILLER  
CHIEF

LEGAL SECTION: (608) 266-3561  
LEGAL FAX: (608) 264-6948

January 31, 2001

### MEMORANDUM

To: Representative Wasserman

From: Madelon J. Lief, Legislative Attorney

Re: LRB-2149 Prohibiting UW board of regents from requiring HSGT for admission to UW System

The attached draft was prepared at your request. Please review it carefully to ensure that it is accurate and satisfies your intent. If it does and you would like it jacketed for introduction, please indicate below for which house you would like the draft jacketed and return this memorandum to our office. If you have any questions about jacketing, please call our program assistants at 266-3561. Please allow one day for jacketing.

JACKET FOR ASSEMBLY  JACKET FOR SENATE

If you have any questions concerning the attached draft, or would like to have it redrafted, please contact me at (608) 267-7380 or at the address indicated at the top of this memorandum.

If the last paragraph of the analysis states that a fiscal estimate will be prepared, the LRB will request that it be prepared after the draft is introduced. You may obtain a fiscal estimate on the attached draft before it is introduced by calling our program assistants at 266-3561. Please note that if you have previously requested that a fiscal estimate be prepared on an earlier version of this draft, you will need to call our program assistants in order to obtain a fiscal estimate on this version before it is introduced.

Please call our program assistants at 266-3561 if you have any questions regarding this memorandum.