What to know before changing

Program & Course Codes

California community colleges use several coding taxonomies to identify and categorize courses, certificates, and degrees. Before changing a code, it's important to determine how the change will affect students, funding, college planning, and accountability reporting.

REASONS TO CHANGE A CODE





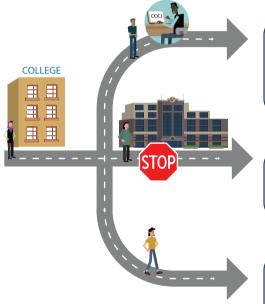


Reflect changes in the curriculum that make a different code more accurate



Align with revised code lists

HOW TO CHANGE CODES



COURSE CODES

Can be changed by colleges in the new Chancellor's Office Curriculum Inventory (COCI)

AWARD CODES

Must be submitted to the Chancellor's Office for review

CIP CODES

Locally-assigned CIP codes can be changed at the college's discretion

CODES USED BY CALIFORNIA COMMUNITY COLLEGES



SAM CODES Standard Accountability

Indicate whether courses are vocational and show progress

within a program

1230.10

TOP CODES Taxonomy of Program Codes

Indicate the subject area of each course, certificate, and degree



CIP CODES

Classification of Instructional Program Codes

Focus on certificates and degrees



REQUIRED BY THE FEDERAL
GOVERNMENT FOR FINANCIAL AID,
VETERANS PROGRAMS, GAINFUL
EMPLOYMENT REPORTING, AND
ACCREDITATION

THINGS TO CHECK BEFORE YOU CHANGE A CODE



FUNDING

Selecting non-vocational TOP code and SAM codes, or indicating that a course is introductory to could affect funding under Perkins, the Strong Workforce Program, and Career Development and College Preparation



STATE ACCOUNTABILITY

Changes to TOP codes for courses, certificates, or degrees will impact the Data Mart, Salary Surfer, the Student Success Scorecard, and the LaunchBoard



FEDERAL FINANCIAL AID & VETERANS PROGRAMS

Alert federal agencies about changes to certificate and degree CIP codes, so that students don't lose their aid



FEDERAL ACCOUNTABILITY

Alert federal agencies about changes to certificate and degree CIP codes, which are used in gainful employment reports and the Integrated Postsecondary Education Data System (IPEDS)



INSTRUCTIONAL & EQUIPMENT PLANNING

Changes to TOP codes for courses, certificates, or degrees may affect program review and hiring (but should not affect minimum qualifications)



FACILITIES PLANNING

Changes to course codes at the TOP2 or TOP4 level will affect calculations in the FUSION planning system



ASSOCIATE DEGREES FOR TRANSFER

ADTs have predetermined TOP codes at the award level and cannot be changed by colleges



