



<http://scns.fldoe.org>

**Division of Career and Adult Education
Professional Development Institute at CFCC**

New Postsecondary Administrator Training

Workshop 2 – SCNS: How a Course Becomes a Course



General Principles

- ❖ **The Statewide Course Numbering System was implemented in 1975 in response to transfer concerns among Florida's public community colleges and universities.**
- ❖ **The purpose of the SCNS is to improve program planning, increase communication, and facilitate student transfer among the participating institutions.**



❖ **The Statewide Course Numbering System is used at:**

10 public universities;

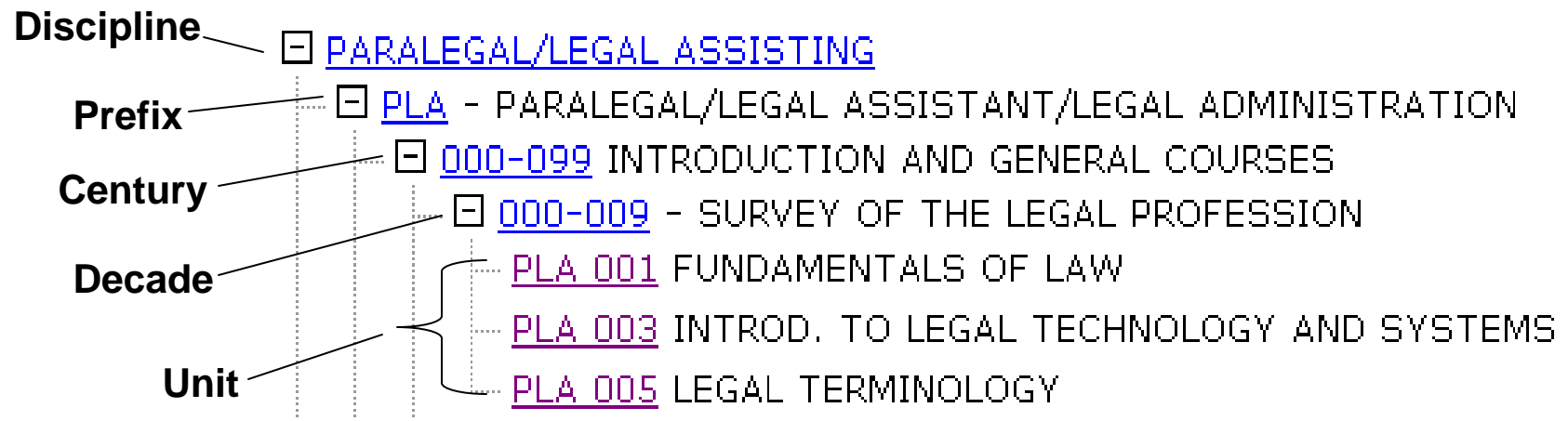
28 community colleges;

40 career and technical education centers; and

25 nonpublic institutions.



The SCNS taxonomy is made up of 173 disciplines, broken down into 568 prefixes. Each prefix is made up of centuries, decades, and statewide courses.





- ❖ **The course number is made up of a three character prefix, level digit, three digit number, and lab code (if necessary).**

HIM 1000 “Introduction to Health Information Management”

- ❖ **Each course shall have only one prefix and one number. (SBE Rule 6A-10.024(13), FAC)**
- ❖ **Institutions may use their own titles for courses.**
- ❖ **Only participating institutions may use SCNS numbers.**



- ❖ **Three course lab indicators:**
 - Blank = lecture only**
 - L = stand alone lab**
 - C = combination lecture and lab**

- ❖ **The level code:**
 - 0 = Preparatory or Postsecondary Adult Vocational**
 - 1-2 = Lower level**
 - 3-4 = Upper level**
 - 5-9 = Graduate and professional**

- ❖ **Courses between level categories are not equated.**
- ❖ **The level code does not affect the transferability of the course.**



Course Level Designations

- ❖ **S. 1007.24(2), F.S., gives to the Commissioner of Education the authority to appoint committees to determine the levels for courses on the Statewide Course Numbering System.**
- ❖ ***Levels are interpreted as categories: college prep/PSAV = 0; lower = 1/2; upper = 3/4; and graduate = 5-9.***
- ❖ **Similar courses will be assigned the same course number, including level category. Courses across level categories will not be assigned the same course number.**
- ❖ **Institutions may appeal level decisions, the final authority rests with the Articulation Coordinating Committee.**



Course Review Process

- 1. Courses undergo the appropriate institutional review process prior to submission to the SCNS.**
- 2. Authorized SCNS institution contacts submit course information via the SCNS online system.
(<http://scns.fldoe.org>)**
- 3. New courses, course number changes, and some course modifications are submitted to faculty discipline coordinators for review and placement in the SCNS taxonomy.**



Course Review Process (cont.)

- 4. Courses that are similar to existing courses taught at participating institutions are given the same course number (prefix and last three digits)—equivalency is thereby established.**

Courses not similar to any existing course are given a “unique” course number.

Courses are judged to be equivalent if the appropriate faculty discipline committee has judged the content to be similar, including equivalency of faculty credentials.

s. 1007.24(7), F.S.



Course Review Process (cont.)

5. Once a course has been assigned a course number, that number is loaded to the SCNS database and communicated back to the SCNS institution contact via the SCNS website.

Institutions may appeal number decisions to the SCNS office, and then to the entire faculty discipline committee.

Field Reviews

Periodically, the SCNS conducts faculty discipline committee meetings to review existing course equivalencies and address issues in the discipline. Course number changes may result from these meetings. This process is the “Field Review.”

Institutions may accept or appeal field review actions.



Statutory Guarantee for Transfer of Credit

- ❖ **Any student who transfers among participating institutions shall be awarded credit for equivalent courses. This credit shall satisfy institutional requirements on the same basis as native students.**

s. 1007.24, Florida Statutes

- ❖ **This does not preclude institutions from accepting non-equivalent courses.**



❖ **Exceptions to Guaranteed Transfer:**

- ✓ **Courses not offered at the receiving institution**
- ✓ **Courses offered prior to established transfer date (non-regionally accredited institutions)**
- ✓ **X900-X999 series**
- ✓ **College preparatory courses**
- ✓ **Graduate courses**
- ✓ **Clinical experiences and internships other than X900-X999**
- ✓ **Applied courses in performing arts and skills courses in criminal justice**



SCNS Course Numbers at District Career and Technical Education Centers

- ❖ **Courses listed on the SCNS and in the K-12 Course Code Directory by postsecondary course numbers.**
- ❖ **Course numbers created from program occupational completion points.**
- ❖ **Community colleges may, but are not required to, use these 'OCP' course numbers.**
- ❖ **See Division of Career and Adult Education for listing of course numbers and program information (see SCNS Matrix at <http://www.fldoe.org/workforce/scns/default.asp>)**

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Statewide Course Numbering System

<http://scns.fldoe.org>

SCNS

Florida Department of Education
Statewide Course Numbering System

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About SCNS



Welcome to Florida's Statewide Course Numbering System. Created in the 1960's, it is a key component of Florida's K-20 seamless system of articulation. The system provides a database of post-secondary courses at public vocational-technical centers, community colleges, universities, and participating nonpublic institutions. The assigned numbers describe course content to improve research, assist program planning, and facilitate the transfer of students.

Please use the links on the left to find institution course information, reports, and more about the SCNS and articulation in Florida.

Latest News



Institution Contacts and Discipline Coordinators, please log in using the fields below.

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