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
- Correct errors
- Align with revised code lists
- Reflect changes in the curriculum that make a different code more accurate

### How to Change Codes
- **COURSE CODES**: Can be changed by colleges in the new Chancellor’s Office Curriculum Inventory (CCCI)
- **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

### 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

### Codes Used by California Community Colleges

1. **SAM CODES**: Standard Accountability Measure Codes
   - Indicate whether courses are vocational and show progress within a program

2. **TOP CODES**: Taxonomy of Program Codes
   - Indicate the subject area of each course, certificate, and degree

3. **CIP CODES**: Classification of Instructional Program Codes
   - Focus on certificates and degrees

4. **51.3801**: Specific to California Community Colleges
   - Required by the Federal Government for Financial Aid, Veterans Programs, Gainful Employment Reporting, and Accreditation