

PUBLIC USER'S MANUAL

Florida's Statewide Course Numbering System facilitates the transfer of students among Florida's postsecondary institutions. By Florida law, an institution accepting a transfer student from another participating institution must award credit for courses which are equivalent to courses offered by the receiving institution that have been satisfactorily completed at the previous institution, including consideration of faculty credentials. Credits awarded must satisfy the requirements of the receiving institution on the same basis as credits awarded to native students.

The Statewide Course Numbering System is a classification system based on course content. A course is identified by a prefix, level number, course number, and lab code.

- The **prefix** is a three-letter abbreviation representing a broad subject area.
- The **level number** is the FIRST numeric digit of the course number, representing the year in college the course is usually taken:
 - 0 = college preparatory or vocational
 - 1-2 = lower-level college courses (freshman, sophomore)
 - 3-4 = upper-level college courses (junior, senior)
 - 5-9 = graduate courses
- The three-digit **course number** identifies the specific content of the course.
- The **lab code** is used to indicate that a course is a laboratory component of a lecture/lab pair, or that an integrated lab is a component of a combined course. If no lab code is specified, the course does not include a laboratory component.
 - L = lab section of a lecture/lab pair
 - C = combined lecture/lab course

The following is an example of a course identifier:

<u>PREFIX (subject area)</u>	<u>LEVEL</u>	<u>COURSE NUMBER</u>	<u>LAB CODE</u>
AMH	4	571	--

In this example, AMH 4571 is an Early African-American History course within the American History (AMH) subject area that is taught at the upper (senior) level. The course has no lab component.

The system uses the prefix and three digit course number to represent equivalent courses. Institutions may use their own titles to describe the course content. There are some categories of courses that are exceptions, and transfer is not guaranteed. Those exceptions include the following:

1. Courses not offered by the receiving institution.
2. For courses at non-regionally accredited institutions, courses offered prior to the established transfer date of the course in question.
3. Courses in the X900-999 series are not automatically transferrable, and must be evaluated individually.
4. College preparatory and vocational preparatory courses (0-level).
5. Graduate courses.
6. Internships, apprenticeships, practicums, clinical experiences and study-abroad courses with numbers other than those in the X900-999 series.
7. Applied courses in the performing arts (Art, Dance, Interior Design, Music, and Theatre [TPP x000-x299]) and skills courses in Criminal Justice are not guaranteed as transferrable.

Dual enrollment courses completed in high school, and credit completed by examination for which credit is awarded by a participating institution, will transfer on the same basis as courses satisfactorily completed at the participating institution. The receiving institution is never precluded from accepting non-equivalent courses to satisfy certain requirements (e.g., electives).

More information about the SCNS can be found in the SCNS Handbook on the homepage.

SCNS Contact Information:

Telephone: 850-245-0427

Email: articulation@fldoe.org

THE SCNS HOME PAGE

The screenshot shows the SCNS Home Page with several callouts:

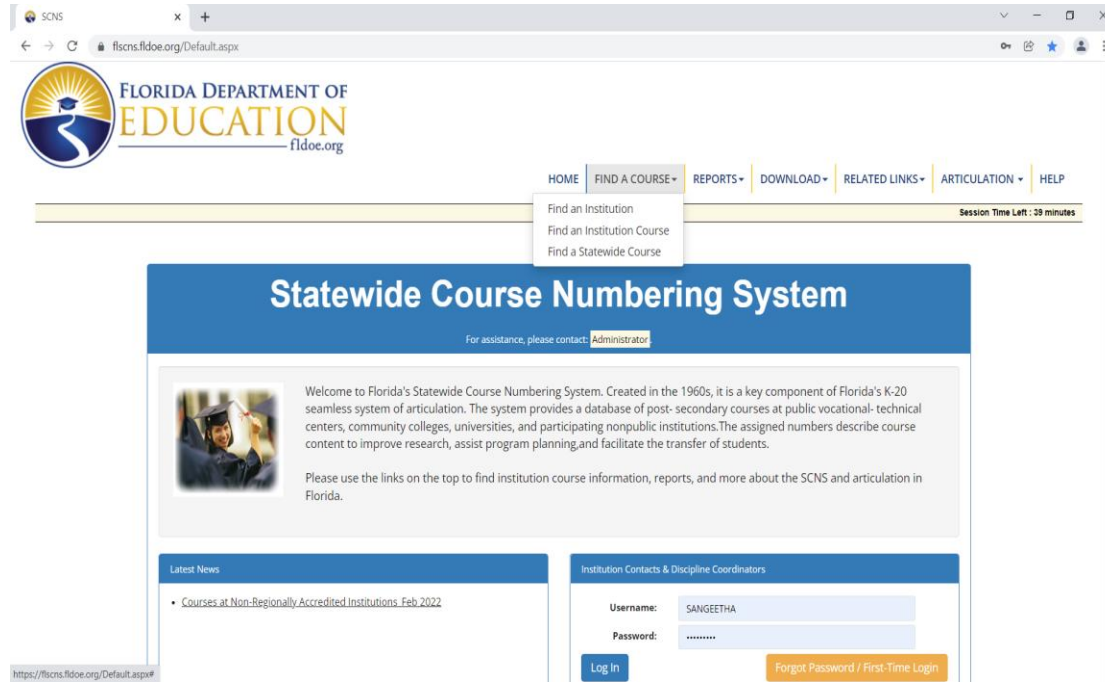
- Run Reports of SCNS course information.** Points to the **REPORTS** menu item.
- Useful links to additional information.** Points to the **RELATED LINKS** menu item.
- Search or browse for institution or statewide courses.** Points to the **FIND A COURSE** menu item.
- Download a text file of all SCNS courses.** Points to the **DOWNLOAD** menu item.
- Context-sensitive help screens on every page.** Points to the **HELP** menu item.

The main content area features a blue header with the text "Statewide Course Numbering System" and "For assistance, please contact: [Administrator](#)". Below this is a welcome message and a "Latest News" section with a callout "Information updates.". To the right is a login section titled "Institution Contacts & Discipline Coordinators" with fields for "Username:" and "Password:" (with a placeholder "Enter password"), a "Log In" button, and a "Forgot Password / First-Time Login" button. A callout points to the login section with the text: "System login for SCNS Staff, Institution Contacts, and Discipline Coordinators. Login not required for public users."

At the bottom, there are social media icons (Facebook, Twitter, YouTube, Pinterest, etc.), the text "All rights reserved FLDOE © 2018", and links for "Privacy Statement", "Public Records", and "Accessibility".

SEARCHING AND BROWSING FOR COURSES

On the home page, click the **Find A Course** tab. Three options appear: **Find an Institution**, **Find an Institution Course** and **Find a Statewide Course**.



The screenshot shows the SCNS website interface. At the top left is the Florida Department of Education logo. A navigation bar contains links for HOME, FIND A COURSE (which is expanded to show three sub-options: Find an Institution, Find an Institution Course, and Find a Statewide Course), REPORTS, DOWNLOAD, RELATED LINKS, ARTICULATION, and HELP. A session timer indicates 'Session Time Left: 29 minutes'. The main heading is 'Statewide Course Numbering System'. Below this, there is a welcome message and a 'Latest News' section with a link to 'Courses at Non-Regionally Accredited Institutions Feb 2022'. At the bottom right, there is a login form for 'Institution Contacts & Discipline Coordinators' with fields for Username (SANGEETHA) and Password, and buttons for 'Log In' and 'Forgot Password / First-Time Login'.

Click on **Find an Institution Course** to look for a specific course number at a specific school. If you need more general information, you would choose **Find a Statewide Course**.

Clicking on **Find an Institution Course** gives you the following screen:

The screenshot shows a web browser window with the URL `flscns.fldoe.org/PbInstituteCourseSearch.aspx`. The page header includes the Florida Department of Education logo and a navigation menu with links for HOME, FIND A COURSE, REPORTS, DOWNLOAD, RELATED LINKS, ARTICULATION, and HELP. A session timer indicates "Session Time Left : 40 minutes".

The main content area is titled "Institution Search / Institution Course Search" and contains two tabs: "Search Courses" (active) and "Browse Courses". Below the tabs is a search form with the following fields and options:

- Institution Name:** (ALL) [dropdown]
- Discipline:** (All) [dropdown]
- Prefix:** (All) [dropdown]
- Course Status:** Active [dropdown]
- Course Number:** FROM... [input] TO... [input]
- Course Title:** COURSE TITLE CONTAINS... [input]
- Course Description:** COURSE DESCRIPTION CONTAINS... [input]


At the bottom left of the search form are "Search" and "Reset Filters" buttons. At the top right of the search area, it says "15 records per page" with a dropdown arrow. At the bottom center of the page is the "FLORIDA SCNS Statewide Course Numbering System" logo.

The blue tabs give you the option to Search Courses or Browse Courses. Searching is a more specific option, when you are seeking information about a particular course or discipline at a particular school. Browsing is more generalized, and allows you to look through the entire range of courses offered at a particular institution or statewide. This is useful if the user is unfamiliar with a specific discipline and needs assistance in choosing a course number for a New Course request.

The other tab, **Find a Statewide Course**, lets you browse the entire SCNS course taxonomy.

Taxonomy List x +

fscns.fldoe.org/TaxonomyList.aspx



FLORIDA DEPARTMENT OF EDUCATION
fldoe.org

HOME | FIND A COURSE ▾ | REPORTS ▾ | DOWNLOAD ▾ | RELATED LINKS ▾ | ARTICULATION ▾ | HELP

Session Time Left : 40 minutes

Institution Search / Institution Course Search / Taxonomy List

Search Statewide Course | Browse Statewide Course

Search Statewide Course 15 records per page ▾

Discipline (ALL) ▾ Prefix (ALL) ▾


Course Number Range From... To...

Discipline Title WORD(S) IN DISCIPLINE TITLE... Prefix Title WORD(S) IN PREFIX TITLE...






Century Title WORD(S) IN CENTURY TITLE... Decade Title WORD(S) IN DECADE TITLE...

Course Title WORD(S) IN COURSE TITLE... Course Description WORD(S) IN COURSE DESCRIPTION...

Search Reset Filters



FLORIDA
SCNS
Statewide Course Numbering System

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Under **Search Statewide Course**, you can input filtering terms to narrow your search results; this is useful if you are seeking related courses but do not have a specific course number or title.

On any of these pages, clicking the **Reset Filters** button will clear your choices and allow you to start a new search.

Clicking **Browse Statewide Courses** brings you to this screen:

The screenshot shows a web browser window with the URL `fscns.fldoe.org/TaxonomyList.aspx`. The page header features the Florida Department of Education logo and navigation links: HOME, FIND A COURSE, REPORTS, DOWNLOAD, RELATED LINKS, ARTICULATION, and HELP. A session timer indicates 40 minutes left. The breadcrumb trail is: Institution Search / Institution Course Search / Taxonomy List. Two tabs are visible: 'Search Statewide Course' and 'Browse Statewide Course'. The 'Browse Statewide Courses' section contains three dropdown menus for 'Discipline' (set to '(ALL)'), 'Prefix' (set to '(All)'), and 'Number Range' (set to '(All)'). There are 'Search' and 'Reset Filters' buttons. Below the filters is the 'FLORIDA SCNS Statewide Course Numbering System' logo. The footer includes social media icons for Facebook, Twitter, YouTube, Instagram, and Messenger, along with the text 'All rights reserved to Florida Dept. of Education 2022 ©' and links for 'Privacy Statement', 'Public Records', and 'Accessibility'.

This is highly useful if you know what discipline area you need but are not sure of the available prefixes, or if you know the prefix but not the appropriate number range. You can select a general discipline area from the dropdown box, or you can select (or enter) a specific prefix, then click **Search**. For example, choose the discipline History from the Discipline dropdown, and then open the Prefix dropdown to see what prefixes are available under the History discipline:



Institution Search / Institution Course Search / Taxonomy List

Search Statewide Course | Browse Statewide Course

Browse Statewide Courses

Discipline	HISTORY
Prefix	(All)
Number Range	(All)

- (All)
- AFH - AFRICAN HISTORY
- AMH - AMERICAN HISTORY
- ASH - ASIAN HISTORY
- EUH - EUROPEAN HISTORY
- HIS - GENERAL HISTORY AND HISTORIOGRAPHY
- LAH - LATIN AMERICAN HISTORY
- WOH - WORLD HISTORY

Set Filters



By choosing a Discipline only and clicking **Search**, you will open the taxonomy for that discipline. If there is more than one prefix, you can then choose a particular prefix and click the blue arrow to open that topic area:

169	View	▶ HEALTH SCIENCES/RESOURCES
101	View	▶ HEALTH/LEISURE/PHYSICAL EDUCATION
037	View	▼ HISTORY
		▶ AFH - AFRICAN HISTORY
		▼ AMH - AMERICAN HISTORY
		▶ 000-099 INTRODUCTIONS AND SURVEYS, LOWER DIVISION
		▶ 100-199 AMERICAN HISTORY TO 1877
		▶ 200-299 AMERICAN HISTORY SINCE 1877
		▶ 300-399 TOPICS IN AMERICAN HISTORY
		▶ 400-499 AREAS IN AMERICAN HISTORY
		▶ 500-599 SPECIAL TOPICS IN AMERICAN HISTORY
		▶ 600-699 SPECIAL TOPICS IN AMERICAN HISTORY (CONTINUED)
		▶ 700-799
		▶ 800-899 HISTORY OF CANADA
		▶ 900-999 GENERAL MISCELLANEOUS CATEGORIES
		▶ ASH - ASIAN HISTORY
		▶ EUH - EUROPEAN HISTORY
		▶ HIS - GENERAL HISTORY AND HISTORIOGRAPHY
		▶ LAH - LATIN AMERICAN HISTORY
		▶ WOH - WORLD HISTORY
420	View	▶ HISTORY AND PHILOSOPHY OF SCIENCE
117	View	▶ HOSPITALITY MANAGEMENT

Under each prefix, you will see that there are ten groups of one hundred numbers. These are called “centuries,” and deal with broadly related topics. If you click the blue arrow for a particular century, you will see it opens up to ten groups of ten course numbers, called “decades,” which are more narrowly-related subject areas.



View		<input checked="" type="checkbox"/> HISTORY	
		<input checked="" type="checkbox"/> AFH - AFRICAN HISTORY	
		<input checked="" type="checkbox"/> AMH - AMERICAN HISTORY	
		<input checked="" type="checkbox"/> 000-099 INTRODUCTIONS AND SURVEYS, LOWER DIVISION	
		<input checked="" type="checkbox"/> 100-199 AMERICAN HISTORY TO 1877	
		<input checked="" type="checkbox"/> 100-109 UNITED STATES TO 1877	
		<input checked="" type="checkbox"/> 110-119 UNITED STATES HISTORY TO 1789	
		<input checked="" type="checkbox"/> 120-129	
		<input checked="" type="checkbox"/> 130-139 UNITED STATES HISTORY, 1763 TO 1789	
		<input checked="" type="checkbox"/> 140-149 UNITED STATES HISTORY, 1789 TO 1828	
		<input checked="" type="checkbox"/> 150-159 AGE OF JEFFERSON AND JACKSON	
		<input checked="" type="checkbox"/> 160-169 UNITED STATES HISTORY, 1828 TO 1850	
		<input checked="" type="checkbox"/> 170-179 UNITED STATES HISTORY, 1850 TO 1877	
		<input checked="" type="checkbox"/> 180-189	
		<input checked="" type="checkbox"/> 190-199 SEMINAR IN U.S. HISTORY TO 1877	
		<input checked="" type="checkbox"/> 200-299 AMERICAN HISTORY SINCE 1877	
		<input checked="" type="checkbox"/> 300-399 TOPICS IN AMERICAN HISTORY	
		<input checked="" type="checkbox"/> 400-499 AREAS IN AMERICAN HISTORY	
		<input checked="" type="checkbox"/> 500-599 SPECIAL TOPICS IN AMERICAN HISTORY	
		<input checked="" type="checkbox"/> 600-699 SPECIAL TOPICS IN AMERICAN HISTORY (CONTINUED)	
		<input checked="" type="checkbox"/> 700-799	
		<input checked="" type="checkbox"/> 800-899 HISTORY OF CANADA	
		<input checked="" type="checkbox"/> 900-999 GENERAL MISCELLANEOUS CATEGORIES	

By opening up a particular decade, you will find up to ten closely-related course numbers (all numbers may not be in use).

View	HISTORY	
	AFH - AFRICAN HISTORY	
	AMH - AMERICAN HISTORY	
	000-099	INTRODUCTIONS AND SURVEYS, LOWER DIVISION
	000-009	INTRODUCTORY SURVEY
	010-019	INTRODUCTORY SURVEY TO 1877
	020-029	INTRODUCTORY SURVEY SINCE 1877
	030-039	INTRODUCTORY SURVEY SINCE 1900
	040-049	INTRODUCTORY SURVEY, SPECIAL TOPICS
	050-059	SPECIAL TOPICS IN AMERICAN HISTORY
	060-069	SURVEY OF THE HISTORY OF THE SOUTH
	070-079	SURVEY OF FLORIDA HISTORY
	AMH 070	SURVEY OF FLORIDA HISTORY
	AMH 071	SURVEY OF EARLY HIST. OF FLORIDA -- RESERVED
	AMH 072	INTRODUCTION TO FLORIDA HISTORY - AS ONLY -- RESERVED
	AMH 073	HISTORY OF THE GULF COAST (L) -- RESERVED
	AMH 074	INTRODUCTION TO FLORIDA HISTORY
	AMH 075	FLORIDA STUDIES I -- RESERVED
	AMH 076	FLORIDA STUDIES II
	AMH 077	COLLOQUIUM IN TWENTIETH CENTURY TOURISM
	AMH 078	THE AFRICAN EXPERIENCE IN FLORIDA
	AMH 079	SURVEYS OF THE HISTORY OF FLORIDA REGIONS
	080-089	SURVEY OF THE AMERICAN WEST
	090-099	HISTORY OF SPECIFIC POPULATION GROUPS
	100-199	AMERICAN HISTORY TO 1877
	200-299	AMERICAN HISTORY SINCE 1877
	300-399	TOPICS IN AMERICAN HISTORY

You will occasionally see a course title in italics, with the word “Reserved” after it. This means that the course was formerly taught at one or more schools, but is no longer being offered by any institution in Florida. Course numbers stay on reserve for five years to allow students who took the course to graduate; after five years, the number can be re-used for any new course that fits the decade topic.

In the example below, note that course numbers NUR 451 and 461 just have the word “Reserved” with no course title. That means those numbers have finished their 5-year reserve period and are available for immediate re-use for a proposed new course. NUR 466 and 468 have a course title in italics, followed by the word Reserved. That means those numbers have not yet completed their 5-year reserve period. A number can be re-used sooner than five years if the new course is very similar to the reserved course.

	450-459	ADVANCED MATERNAL/INFANT NURSING
	NUR 450	ADVANCED CONCEPTS OBSTETRICS
	<i>NUR 451</i>	-- <i>RESERVED</i>
	NUR 455	MATERNAL-INFANT NURSING
	460-469	GENERAL MATERNAL/INFANT/CHILD MEDICAL-SURGICAL NURSING
	NUR 460	MATERNAL/INFANT/CHILD HEALTH
	<i>NUR 461</i>	-- <i>RESERVED</i>
	NUR 462	NURSING III
	NUR 463	MATERNAL/INFANT/CHILD HEALTH
	NUR 464	PARENT-CHILD NURSING II
	NUR 465	CHILDBEARING/CHILDREARING
	<i>NUR 466</i>	<i>CLINICAL PRACTICUM III -- RESERVED</i>
	NUR 467	MATERNAL AND PEDIATRIC NURSING CARE CLINICAL
	<i>NUR 468</i>	<i>CARE OF WOMEN AND CHILDBEARING FAMILIES (L) -- RESERVED</i>