Understanding Occupational and Program Codes in the Code Binder

JOBS	DEGREES & CERTIFICATES	COURSES
Standard Occupational Codes (SOC)	Classification of Instructional Program (CIP)	
	Taxonomy of Program (TOP)	Taxonomy of Program (TOP)
		Occupational Level (SAM)

☐ Federal codes ■ California codes

Federal Occupational Codes: Standard Occupational Codes (SOC)

A general description for a type of job, created by the federal government.

Where does this information come from?

Standard Occupational Codes (SOC) and their descriptors are created by the federal Bureau of Labor Statistics, based on extensive employer surveys. These codes are updated every ten years, with the next updated expected in 2018. SOC codes are associated with programs by the college as part of the program approval process.

Where did the SOC codes listed for my program come from?

They were either listed in documentation associated with program approval at your college, or were identified using a crosswalk that aligns Taxonomy of Program (TOP) codes with SOC codes. You can search for codes and their descriptions here: https://www.onetonline.org/find/

Why are SOC codes important?

SOC codes are used when calculating supply and demand or developing labor market projections for job openings.

Federal Program Codes: Classification of Instructional Program (CIP)

A general description for a type of academic program, created by the federal government.

Where does this information come from?

Classification of Instructional Program (CIP) codes and their descriptors are created by the U.S. Department of Education's National Center for Education Statistics (NCES) and are updated every ten years. The last update was in 2010. CIP codes are assigned to awards by the college.

Where did the CIP codes listed for my program come from?

They were either listed in documentation associated with reporting for gainful employment, financial aid, veterans programs, and accreditation at your college, or were identified using a crosswalk that

aligns Taxonomy of Program (TOP) codes with CIP codes. You can search for codes and their descriptions here: https://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55

Why are CIP codes important?

CIP codes are used for federal reporting, which can affect funding, and for accreditation to determine enrollment and completion rates.

State Program and Course Codes: Taxonomy of Program (TOP)

A general description for a type of degree or certificate and the courses associated with them, created by the California Community Colleges Chancellor's Office.

Where does this information come from?

Taxonomy of Program (TOP) codes and their descriptors are created by the Chancellor's Office and are updated infrequently. The last update was in 2009. TOP codes are assigned to awards and courses by the college.

Where did the TOP codes listed for my program come from?

They were listed in documentation that was compiled by your college for this project, based on the information that is reported to the Chancellor's Office Management Information System. You can search for codes and their descriptions here: http://extranet.cccco.edu/Portals/1/AA/Credit/2013Files/TOPmanual6_2009_09corrected_12.5.13.pdf

Why are TOP codes important?

TOP codes are used as a proxy for program codes, which impact the Student Success Scorecard, Data Mart, Salary Surfer, LaunchBoard, and any effort to compare outcomes across the state.

State Course Codes: Standard Accountability Model (SAM) Codes

A general description used to indicate whether a course is occupational, and to assist in identifying course sequence in occupational programs, created by the California Community Colleges Chancellor's Office.

Where does this information come from?

SAM codes and their descriptors were created by the Chancellor's Office and are not updated. SAM codes are assigned to courses by the college.

Where did the SAM codes listed for my program come from?

They were listed in documentation that was compiled by your college for this project, based on the information that is reported to the Chancellor's Office Management Information System.

Why are SAM codes important?

SAM codes are used in the calculations for the Student Success Scorecard, CTE Outcomes Survey, and LaunchBoard and to determine Perkins funding.

SAM Code Descriptors

A: Apprenticeship (offered to apprentices only)

The course is designed for an apprentice and must have the approval of the State of California, Department of Industrial Relations, Division of Apprenticeship Standards.

Some examples of apprenticeship courses are: Carpentry, Plumbing and Electrician.

B: Advanced Occupational (not limited to apprentices)

Courses are those taken by students in the advanced stages of their occupational programs. A "B" course is offered in one specific occupational area only and clearly labels its taker as a major in this area. The course may be a "capstone course" that is taken as the last requirement for a career technical education program. Priority letter "B" should be assigned sparingly; in most cases no more than two courses in any one program should be labeled "B". Each "B" level course must have a "C" level prerequisite in the same program area.

Some examples of "B" level courses are: Dental Pathology, Advanced Radiology Technology, Fire Hydraulics, Livestock and Dairy Selections, Real Estate Finance, Cost Accounting.

C: Clearly Occupational (but not advanced)

Courses will generally be taken by students in the middle stages of their programs and should be of difficulty level sufficient to detract "drop-ins". A "C" level course may be offered in several occupational programs within a broad area such as business or agriculture. The "C" priority, however, should also be used for courses within a specific program area when the criteria for "B" classification are not met. A "C" level course should provide the student with entry-level job skills.

Some examples of "C" level courses are: Soils, Principles of Advertising, Air Transportation, Clinical Techniques, Principles of Patient Care, Food and Nutrition, Sanitation/Safety, Small Business Management, Advanced Keyboarding, Technical Engineering.

D: Possibly Occupational

"D" courses are those taken by students in the beginning stages of their occupational programs. The "D" priority can also be used for service (or survey) courses for other occupational Programs.

Some examples of "D" level courses are: Technical Mathematics, Graphic Communications, Elementary Mechanical Principles, Fundamentals of Electronics, Keyboarding (Beginning or Intermediate), Accounting (Beginning).

E: Non-Occupational

These courses are non-occupational.