

1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Kentucky Board of Education

3 Kentucky Department of Education

4 (Amendment)

5 704 KAR 3:540. Uniform academic course codes.

6 RELATES TO: KRS 156.070, 156.160

7 STATUTORY AUTHORITY: KRS 156.070, 156.160

8 NECESSITY, FUNCTION, AND CONFORMITY: KRS 156.070(1) gives the Kentucky Board

9 of Education the management and control of the common schools. KRS 156.160(1) requires the

10 Kentucky Board of Education to promulgate administrative regulations for the courses of study

11 that are administered in the common schools. This administrative regulation establishes a

12 uniform system of coding academic courses in schools and districts through the student

13 information system. A uniform course code is required to create accurate data regarding courses

14 offered that is utilized by schools, districts, the Department of Education, the Education

15 ~~[Educational]~~ Professional Standards Board and the Office of Education Accountability.

16 Section 1. Maintenance of Uniform Academic Course Codes. The Kentucky Department of

17 Education shall maintain a system for uniform academic course codes and all course codes,

18 course titles, and course descriptions shall be identified. The Kentucky Department of Education

19 shall annually review uniform academic course codes to identify courses for revision, addition,

20 and deletion. The Commissioner of Education shall annually approve any changes to uniform

21 academic course codes and shall publish and distribute updated course information to all districts

22 no later than January 31 of each year.

1 Section 2. Uniform Academic Course Code Requirements. (1) Local districts and schools shall  
2 use the uniform academic course codes distributed by the Commissioner of Education annually  
3 ~~[listed and described in the Academic Course Code List,]~~ to classify all courses offered in each  
4 school when reporting to the Kentucky Department of Education.

5 (2) Reporting to the Kentucky Department of Education shall include the listing and linking of  
6 uniform academic courses~~[if the listing of academic courses is required].~~

7 Section 3[2]. District and School Course Descriptions. The linking of local district and school  
8 codes to the uniform academic course codes shall be performed annually by district and school  
9 staff using the student information system.

10 Section 4[3]. Annual District and School Audits. The Kentucky Department of Education shall  
11 annually audit and report the use or misuse of uniform academic course codes by districts and  
12 schools.

13 ~~[Section 4. Incorporation by Reference. (1) "Academic Course Code List", April 2010, is~~  
14 ~~incorporated by reference.~~

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16 ~~the Office of Teaching and Learning, 18th Floor, Capital Plaza Tower, 500 Mero Street,~~  
17 ~~Frankfort, Kentucky 40601, Monday through Friday, 8 a.m. through 4:30 p.m. (36 Kyero. 2260;~~  
18 ~~Am. 37 Kyero. 60; eff. 7-12-2010.)]~~