MONTGOMERY COLLEGE
Office of the Senior Vice President for Academic Affairs

March 25, 2014

MEMORANDUM

To: Montgomery College Faculty, Staff, and Students

From: Dr. Sanjay Rai, Interim Senior Vice President for Academic Affairs

Subject: New Course Codes and Course Renumbering

Effective with the fall 2014 registration, Montgomery College will transition from the current two-letter subject code to a four-letter format for all credit courses. For example, SPAN will replace SN for Spanish. Some course numbers will also change to reflect more appropriate numbering. The fall 2014 class schedule will reflect the new course subject codes and numbers, and will be viewable on April 14, 2014. Registration will begin on April 28.

These changes will create a course coding system that outlines a clear educational pathway of logically sequenced courses, particularly with regards to prerequisites. These changes also will align our numbering system to that of other colleges and universities in Maryland, and improve identification for departments that were not easily associated with their previous subject codes.

Please note that the new numbering system impacts only subject codes and numbers for credit courses, not course content or degree requirements. In addition, the change will not affect noncredit courses. The current three-letter course designation will continue to be used for Workforce Development & Continuing Education courses.

To assist with this transition, a list of the old and new corresponding subject codes and numbers is available at www.montgomerycollege.edu/renumber.

I want to thank Ernest Cartledge, College registrar, and his staff for their commitment and work on this project over the last year.