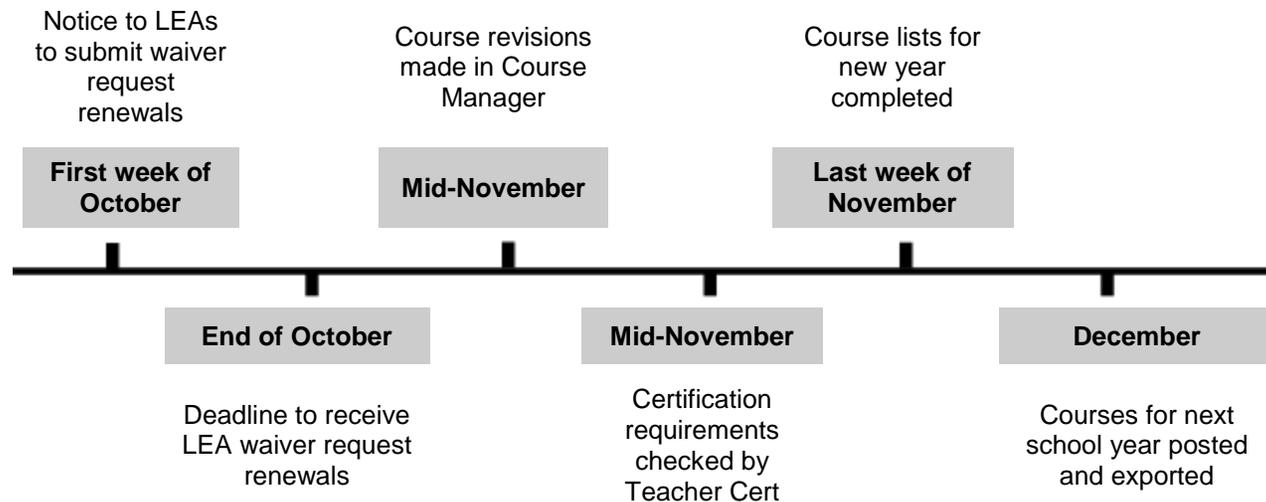# SUBJECT CODES

The subject codes enable LEAs to schedule students in a course, class, or section using a specific state number.
Specific codes allow:

- more accountability for each student all day
- easier transition for transfer students within the state
- more accountability for appropriate teacher certifications and endorsements associated with each course/class
- more accurate student transcripts
- more accurate data reporting

Subject codes are made available **no later than** mid-January of each year for the **NEXT SCHOOL YEAR** based on the timeline below. LEAs are encouraged to plan ahead for courses to be offered for the next school year. Waiver requests and renewals, new electives, dual enrollment or other courses that may require a subject code must be submitted to the appropriate subject area specialist by October of the year prior to implementation of the course to be included in the application portal and on the Subject and Personnel Code Course List.

Timeline

Notice to LEAs to submit waiver request renewals	Course revisions made in Course Manager	Course lists for new year completed
First week of October	**Mid-November**	**Last week of November**

End of October	**Mid-November**	**December**
Deadline to receive LEA waiver request renewals	Certification requirements checked by Teacher Cert	Courses for next school year posted and exported

Please contact Dr. Michal G. Robinson by e-mail at mrobinson@alsde.edu or by telephone at (334) 694-4768 if you have questions.