



460.4.2 Credit by Industry Training

Purpose:

Bismarck State College (BSC) permits students to demonstrate college level competency and establish college credits through successfully completing approved industry training.

Disclosures:

1. The student must be accepted into a BSC bachelor's, associate, diploma, certificate, or certificate of completion program to be awarded credits.
2. The student must be enrolled in a BSC course during the term for which credits are to be posted to the official BSC transcript.
3. The student will not be eligible for credit by examination if:
 - a. Student previously challenged course; or
 - b. Student is currently enrolled in course; or
 - c. Student previously enrolled in course (regardless of grade earned A-F, or S/U); or
 - d. Student earned transfer credit from an accredited institution; or
 - e. Students have previously earned Credit by Challenge Examination or Portfolio Development.
4. Credits by Industry Training may not transfer to other colleges. Reviewing intended transfer institution for current transfer information is vital. BSC is not responsible for transferability of Credits by Industry Training.
5. Credits by Industry Training do not have letter grades assigned, thus, will not be used to compute a student's grade point average.
6. Credits by Industry Training, once recorded on a student's BSC transcript, become a permanent part of the academic record.
7. Credits by Industry Training will count toward BSC graduation requirements; however, they do not count toward the minimum institutional credit requirements.
8. A maximum number of non-traditional college credits may be earned within military training, AP, CLEP, DSST, IB, CIE, BSC challenge examination, portfolio development, industry training, Straighterline agreement and courses covered under high school articulation agreements.
 - a. Bachelor – 60 non-traditional college credits.



- b. Associate or diploma – 40 non-traditional college credits.
 - a. Program certificate or Certificate of Completion – 50% of total degree credits.
9. Duplicate credit will not be awarded. Courses deemed equivalent to a BSC course are subject to BSC's repeat policy.
10. The number of credits awarded is equal to BSC course credits.
11. If the application is not completed within one year of submission, it will be removed, and the student will need to resubmit.

Procedure:

1. The student must complete the Credit by Industry Training application located on the BSC website, attach training documentation, and submit by email to the Dean of Distance Education and Learning Support Services at bsc.priorlearning@bismarckstate.edu.
2. The Dean of Distance Education and Learning Support Services will review the application for qualification and forward it to the appropriate Assistant Dean.
3. The Assistant Dean will collaborate with appropriate faculty to determine if Credit by Industry Training will be awarded. The assessment of industry training will be developed based on criteria established by the appropriate department and administered by the department's faculty.
4. If Credit by Industry Training is awarded, the Assistant Dean will attach documentation of assessment and route to Student Finance for payment.
5. Student Finance will contact the student for payment. The student is responsible for 50% of the in-state tuition rate for course credits. Fees must be paid prior to credits being awarded. Credit by Industry Training fee is non-refundable. Upon payment, Student Finance will route to Academic Records.
6. Academic Records will post credits to the student's official transcript.
7. The Dean of Distance Education and Learning Support Services will send confirmation by way of the student's campus email.

References:

[SBHE Policy 441 Degree Credit, Non-Degree Credit and Non-Credit Instructional Activity](#)
[NDUS Procedure 805.1 Tuition](#)



History of This Policy Procedure:

Reviewed by the Operations Council on April 13, 2011 and approved by the Executive Council on May 17, 2011; reviewed by the Operations Council on April 9, 2014 and approved by the Executive Council on April 24, 2014; approved by the Faculty Senate on May 7, 2019, reviewed by the Operations Council on June 12, 2019, July 2, 2019 and approved by the Interim Vice President of Academic Affairs July 30, 2025.