

Prior Learning Application: Request for Credit by Industry Training

Bismarck State College (BSC) permits students to demonstrate college level competency and establish college credits through successfully completing approved industry training. BSC Operational Procedure 460.4.2

Please allow 7-10 business days for this application to be reviewed and to receive a notification of a decision and your next steps.

If you have any questions or concerns, and to submit your completed application, please contact the Distance Education and Learning Support Services Office at bsc.priorlearning@bismarckstate.edu.

Eligibility

Eligibility I

Are you enrolled in a BSC course during the term for which credits are being requested? Y/N

If you answered no, please contact your advisor for assistance. You must be enrolled in a course during the term for which you are requesting Prior Learning credits.

Eligibility II

Are you currently enrolled in the course you are requesting credit for prior learning?	Yes		No	
Were you ever enrolled in the course and earned a grade A-F or S/U?	Yes		No	
Has BSC awarded you transfer credit for the course?	Yes		No	
Have you previously earned Prior Learning credit for the course (military training, credit by exam, challenge examination, portfolio development, industry training, Straighterline and courses covered under high school articulation)?	Yes		No	

If you answered yes to any of these questions, please contact your advisor prior to submitting the form because you may not be eligible to be awarded Prior Learning credit.

Student Information

Student ID	
Student Name	
BSC Email Address	
Telephone	
What program have you been accepted into?	

What is your anticipated graduation year?	
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Course(s) Information

Please list the BSC course(s) you wish to have evaluated for Credit by industry training. Click on the link to find the course information. <https://catalog.bismarckstate.edu/catalog/course-descriptions/>

<i>Ex. ENGL</i>	<i>110</i>	<i>College Composition I</i>	<i>3</i>
Course Prefix	Course Number	Course Title	Credit Hours

Documentation

Please attach documentation of industry training for evaluation. Examples include a copy of certification or license earned; outline of training completed with course descriptions; assessment of training outcomes; verification letter for successful completion of training. Provide as much detail as possible.

File Attachments

Description	File Name

Acknowledgement

I hereby certify that this information is to the best of my knowledge and belief, true and correct and accurately reflects my status at the present time.	
Student Signature and Date	

Signatures

Dean of Distance Education and LSS	I hereby certify that this information is to the best of my knowledge and belief, complete, correct, and attached.
Signature and Date	
Assistant Dean of	I hereby certify that Credit by Industry Training has been agreed to by the department faculty.
Signature and Date	
Dean of Distance Education and LSS	I hereby certify that this information is to the best of my knowledge and belief, complete, correct, and attached.
Signature and Date	
Student Finance	I hereby certify that the fees for Credit by Industry Training have been paid.
Signature and Date	
Academic Records	I hereby certify that these credits have been recorded to the students' BSC transcripts.
Signature and Date	
Dean of Distance Education and LSS	I hereby certify that this information is to the best of my knowledge and belief, complete, correct, and the student has been informed.
Signature and Date	