



412.3 - Credit for Military Training Programs

Purpose:

The purpose of this Operational Procedure is to allow the awarding of credit for certain Military Training Programs.

Procedure:

1. The student must provide official, verifiable documentation of successful completion of a military training program in the form of a Joint Service Transcript including USMAP Apprenticeship if applicable (<https://jst.doded.mil/jst/>).
 - a. These records must show dates of attendance/completion, site of training, course of program title and training identification numbers, and designation of military branch.
 - b. Should be sent to the BSC Academic Records Office electronically.
2. Students must be currently accepted into a bachelor of applied science, associate, diploma, certificate, or certificate of completion program to be awarded CBE credits
3. A student must be enrolled in a BSC course during the term for which the request is made in order for military training credits to be posted to the official BSC transcript.
4. Students should be aware that military training credits may not transfer to other colleges. Students should check the intended transfer institution for current transfer information. BSC is not responsible for transferability of military training credits.
5. Student will not be granted military training credit for any of the following:
 - a. Previously challenged courses, or
 - b. Currently enrolled courses, or
 - c. Courses in which they were previously enrolled (regardless of grade earned A-F or S/U), or
 - d. Courses in which they have earned transfer credit from any accredited institution, or



Previously awarded Credit-by-Exam programs.

6. Academic Records Office determines which credits will transfer as well as how those credits will be applied toward the college's general education and enrichment requirements. Courses accepted for a specific program will be determined by the appropriate academic department.
7. Military training credits do not have letter grades assigned, thus, will not be used to compute a student's grade point average.
8. Grades for Military Training course(s), if accepted for credit, shall be recorded on a "S" successful or "U" unsuccessful basis. (Satisfactory or Unsatisfactory)
9. Military credits, once recorded on a student's BSC transcript, become a permanent part of the academic record.
10. 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 of Applied Science – 60 semester credit
 - b. Associate or Diploma - 40 semester credits
 - c. Certificate or certificate of completion – 50% of total degree credits
11. Credits earned through military training will count toward BSC graduation requirements; however, they do not count toward the minimum institutional credit requirements.
12. The number of credits awarded by Bismarck State College shall be based on a combination of the following:
 - a. The credit awarded for similar course(s) offered at Bismarck State College,
 - b. Credit recommendation as outlined in the "Guide to the Evaluation of Education of Experiences in the Armed Services" published by the American Council on Education (ACE),
 - c. Recommendation by the appropriate academic department,
 - d. Credit awarded for Military Basic Training shall be listed as Enrichment.
13. Courses deemed equivalent to a BSC course are subject to BSC's repeat policy.

14. There shall be no cost to the student for the evaluation and awarding of credit for Military Training.

References:

[BSC Prior Learning](#)

History of This Procedure:

First policy draft January, 1987.

Revisions - February 15, 1987; July 18, 1990; August 1, 1992; August 3, 1994; June 6, 1998; May 17, 2008; November 19, 2008 (effective Spring Semester 2009); March 23, 2009; Approved by the Faculty Senate October 7, 2010, reviewed by the Operations Council on October 13, 2010, and approved by the Executive Council October 15, 2010; November 22, 2010; Reviewed by the Operations on September 15, 2011 and approved by President Skogen on September 20, 2011; reviewed by the Operations Council on April 9, 2014 and approved by the Executive Council on April 24, 2014; September 9, 2016; October 11, 2017; reviewed by the Operations Council on April 22, 2020 and approved by the Executive Council on September 29, 2020; November 9, 2020, changed from a policy to an operational procedure as reviewed by the Campus Council on April 26th, 2023, and reviewed by the Executive Council on May 17th, 2023, approved by the President on June 8th, 2023; reviewed by Campus Council on July 24, 2024, reviewed by Executive Council on July 31, 2024 and approved by the President on August 1, 2024.