Student Policy - Portfolio Development

Policy:

Bismarck State College permits students to demonstrate college level competency and establish college credits by successfully completing portfolio(s) demonstrating and documenting learning gained from non-academic sources equivalent to traditional non-resident courses. Prior learning is designated as traditional, non-resident credit.

Limits and Regulations:

1. Students must be currently accepted into a degree seeking, certificate, or diploma program to earn credits from portfolio development.

2. Students must satisfactorily complete the Prior Learning Assessment-Portfolio Development course (PLA 201) in order to submit portfolios for evaluation and academic credit.

3. A student must be enrolled in any BSC course during the term for which the request is made in order for portfolio development credits to be posted to the official BSC transcript.

4. The student portfolio will be developed based on criteria established by the appropriate department.

5. The fee for evaluating/recording the prior learning portfolio is ½ the traditional classroom resident rate. This fee must be paid to Student Finance upon Portfolio Development Application submission to the Alternative Learning Coordinator. This is a non-refundable fee.

6. Credits earned through portfolio development will count toward BSC graduation requirements, however portfolio development credits do not count toward the minimum institutional credit requirements.
7. Students should be aware that portfolio development credits may not transfer to other colleges. Students are urged to check the intended transfer institution for current transfer information. BSC is not responsible for transferability of portfolio development credits.

8. Students are not allowed credit for portfolio development for courses:
   a. In which they have previously challenged OR
   b. In which they are currently enrolled OR
   c. In which they were previously enrolled (regardless of grade earned) OR
   d. In which they have earned transfer credit from any accredited institution OR
   e. In which they were enrolled but dropped with record on an official transcript OR
   f. In which there is a College Level Examination Program (CLEP) or DANTES Subject Standardized Tests (DSST)

9. A maximum of 45 semester hours of non-traditional college credit (i.e., AP, CLEP, DSST, military training, BSC challenge examination credit, portfolio development, industry training, and courses covered under high school articulation agreements) may be applied to an associate’s degree, diploma, or certificate at BSC. A maximum of 60 semester hours of non-traditional college credit may be applied to a bachelor of applied science degree at BSC.

Procedures:
BSC Alternative Learning

References:
SBHE Policy 403.6 – Course Challenges and Prior Learning Credit

NDUS Procedure 441 – Degree Credit, Non-Degree Credit, Developmental Coursework, and Non-Credit Instructional Activity

History of this policy:

President’s Cabinet approved policy on July 20, 2006.

Revisions – November 19, 2008 (effective Spring Semester 2009); March 23, 2009; December 6, 2010; reviewed by the Operations Council on April 9, 2014 and approved by the Executive Council on April 24, 2014.