

# ACADEMIC INFORMATION

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## Academic Year

Bismarck State College's regular academic year consists of two semesters (Fall and Spring), and a summer session. Within each semester there are multiple start and end dates.

## Credit Hour

A credit hour is a value assigned to a course that determines the number of hours spent engaged with class each week. BSC operates under a semester credit hour system.

## Semester Credit Example

3 semester credits	3 days a week	50 minutes/day
3 semester credits	2 days a week	75 minutes/day
3 semester credits	1 evening a week	3 hours/week
3 semester credits	No set times	Online
3 semester credits	Block style (used in many technical programs) = Class covered for a portion of the semester, as soon as it is over, a new class begins.	

A credit hour applies equally to all courses of varying credits, duration and modes of instruction and applies to all credit granted by the college, whether through a program on or off campus or through transfer from other institutions.

Standard traditional class time should be one 50-minute period of theory per week along with two hours of study time per week for one semester. If planning to transfer quarter credits to BSC, multiply the number of quarter credits by .67 to determine how many credits will transfer (4 quarter credits X .67 = 2.68 semester credits).

Federal regulations mandate that all candidate and accredited institutions comply with the definition of the credit hour as set forth in Section 600.2, which defines the credit hour as:

An amount of work that represents intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester or trimester hour of credit or ten-to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or at least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

## Student Classifications

Full-Time: Students registered for 12 or more semester credit hours

Part-Time: Students registered for fewer than 12 semester credit hours

Students are classified by year according to the number of college-level cumulative credits earned including transfer, regardless of the hour's applicability toward a degree.

Year	Credits
Freshman	0-23
Sophomore	24-59
Junior <sup>1</sup>	60-89
Senior <sup>1</sup>	90 or more

<sup>1</sup> Junior and senior level only applies to students enrolled in the Bachelor of Applied Science, Energy Management program.

## Student Credit Load

Full-time students are enrolled in 12 or more credits. A part-time student is enrolled in at least six but less than 12 credits. Keep in mind other responsibilities such as family, work and financial obligations before registering for classes.

If you work:	BSC recommends you take:	Requiring the following amount of study time per week:
40 hours/week	6 credits = 2 courses/semester	12 hours
30 hours/week	9 credits = 3 courses/semester	18 hours
20 hours/week	12 credits = 4 courses/semester	24 hours
<20 hours/week	12-15 credits = 4-5 courses/semester	24-30 hours

Example: A student enrolled in 12 credits working 15 hours per week.

Activity	Hours per week
Class time	12
Study time	24
Employment	15
Total	51

## Credit Load Limit

Students are limited to 20 credit hours during the fall/spring semester and 15 credit hours during the summer session. Those who find it necessary to exceed this credit limit must seek approval by completing the Petition for Additional Course Load form. Completed forms must be returned to the Academic Records Office by the end of the second day of classes during the semester for which the overload is required. The Academic Records Office will seek approval/denial from the Division Chair and notify the student on or before the deadline to add classes.

## Student Assessment for Course Placement

Bismarck State College (BSC) along with the North Dakota University System (NDUS) requires all students to take a placement assessment for Math and English using ACT, ACCUPLACER or SAT. ACT is preferred. One of these assessments is required for all new degree seeking students wishing to enroll in BSC classes. The assessment may be waived by Bismarck State College if you have completed college level Reading, English or Math classes from a regionally accredited institution. The courses must transfer into BSC as ENGL 110 or MATH 103.

The purpose of placement testing at BSC is to match the academic readiness of the incoming student with the academic requirements of the curriculum. If test results do not meet the standards of college-level courses, students are required to register in courses which help them to improve their learning and increase their opportunity to succeed in college.

## Course Placement Requirements

### ENGLISH

<i>ACT</i>	<i>COMPASS</i>	<i>SAT Evidence Based Reading &amp; Writing Scores</i>	<i>SAT Writing Score</i>	<i>ACCUPLACER (WritePlacer)</i>	<i>Placement Domain</i>
0-11	0-25	N/A	0-310	0-1	ASC 94 College Writing Prep I
12-15	26-59	N/A	320-380	2-3	ASC 95 College Writing Prep II
16-17	60-76	N/A	390-420	4	ASC 96 College Writing Prep III
18-36	77-100	480 & above	430 & above	5-8	ENGL 110 College Composition I

**Note:** Students who have previously taken English 120 or its equivalent are able to enroll directly into English 110.

**Note:** Students who have taken the SAT, prior to March 5, 2016 are listed under SAT Writing Score. A student who has taken the SAT, after March 5, 2016 are listed under SAT Evidence Based Reading & Writing scores. Scoring below 480 will require them to take the Accuplacer Placement Exam.

### MATH

<i>ACT</i>	<i>COMPASS</i>	<i>SAT Only Math Score</i>	<i>SAT Score Math &amp; Reading</i>	<i>ACCUPLACER</i>	<i>Placement Domain</i>
	<b>Pre-Algebra</b>			<b>Arithmetic</b>	
0-15	0-33	N/A	0-760	0-120	ASC 91 Algebra Prep I
				<b>Elementary Algebra</b>	
				0-40	
16-18	34-56	N/A	770-890	41-56	ASC 92 Algebra Prep II / *Math 137 Applied Algebra
19-20	57-100	N/A	900-980	57-75	ASC 93 Algebra Prep III
	<b>Algebra</b>	N/A			
	0-48	N/A			
21-23	49-100	530-1120	990-1080	76-120	Math 103 College Algebra/Math 104 Finite Math/Math 107 Pre-Calculus/Math 210 Elementary Stats
	<b>College Algebra</b>			<b>College Level Math</b>	
	0-59			50-89	
24-36	63-100	above 1120	1130-1160	90 -120	Math 165 Calculus I
	<b>Trigonometry</b>				
	0-100				Math 165 Calculus I

**Note:** Math 137: This course satisfies general education requirements for AAS, diploma and certificate programs only; unless noted on the curriculum guide.

**Note:** Students who have taken the SAT, prior to March 5, 2016 are listed under SAT Math & Reading Score. Students who have taken the SAT, after March 5, 2016 and score below a 530 will be required to take the Accuplacer Placement Exam.

### READING

<i>ACT</i>	<i>COMPASS</i>	<i>ACCUPLACER</i>	<i>Placement Domain</i>
0-14	0-69	0-60	ASC 082 Effective Reading recommended ( <i>but not required</i> )
15-20	70-87	61-84	Independent work in the Sykes Student Success Center recommended
21-36	88-100	85-120	Successfully completed test – reading at college level