



<b>POLICY'S TITLE:</b> <b>AWARD OF NON-TRADITIONAL CREDIT</b>	<b>REVIEWED/REVISED:</b> Created: November 2019
<b>POLICY NUMBER:</b> <b>CP6100</b>	<b>APPROVED BY:</b> College Council: January 22, 2020 President's Cabinet: August 5, 2020

## **PURPOSE**

Bates Technical College will review all previous post-secondary collegiate and non-collegiate credit based on official transcripts and records and determine whether or not college level credits will be awarded and, if so, towards which instructional program.

## **POLICY STATEMENT AND AUTHORIZATION**

Bates Technical College follows Engrossed Substitute Senate Bill 5410, Chapter 316, Laws of 2019 – Higher Education Credit-Advanced Placement, International Baccalaureate, and Cambridge International Exams. This bill establishes a system wide state credit policy. Bates Technical College may grant credit to students who have completed the options available for awarding of credits as listed below:

INTERNATIONAL COLLEGES AND UNIVERSITIES. Credit from non-U.S. colleges and universities, recognized within their educational systems, may be applied toward any of the college's certificates and degrees, meeting either program requirements or electives, at the discretion of the Credential Evaluator and/or Program Advisor.

MILITARY TRAINING. Bates Technical College (BTC) values the training, knowledge, and experience provided to its students who have served in the uniformed services. Anyone who has served in a branch of the United States armed services and who is enrolled at BTC is eligible to have military training evaluated by the college. As required by RCW 28B.10.057, Bates Technical College will award instructional credit for prior military training only if the training is applicable to the student's certificate or degree requirements.

BTC follows recommendations made by the American Council on Education when evaluating military training and education records. Students must submit the appropriate record for evaluation. Each branch of the military has a different service center holding the student's training and education records. The individual must be enrolled at BTC and have successfully completed any military training course or program as part of the military service that is:

- Recommended for credit by a national higher education association that provides credit recommendations for military training programs,
- Included in the individual's military transcript issued by any branch of the armed services, or
- Documented military training or experience that is substantially equivalent to any course or program offered by Bates Technical College.

A maximum number of credits for military training and education may be applied toward Bates Technical College's Associate in Applied Science (AAS) Degree or Associate of Applied Science – Transfer (AAS-T) Degree as meeting requirements. The chief academic officer for instruction shall determine the acceptable number of credits based on the criteria recommended by the Northwest Commission on Colleges and Universities.

NATIONALLY ACCREDITED POST-SECONDARY INSTITUTIONS. Transcripts from institutions that are not regionally accredited but are accredited by national agencies such as the Accrediting Council of Independent Colleges and Schools, the Accrediting Commission of Career Schools and Colleges of Technology, Distance Education and Training Council, and the Association for Biblical Higher Education, may be reviewed and considered for credit. A maximum number of credits for courses completed at nationally accredited postsecondary institutions may be applied towards Bates Technical College's Associate in Applied Science (AAS) Degree or Associate of Applied Science – Transfer (AAS-T) Degree. The chief academic officer for instruction shall determine the acceptable number of credits based on the criteria recommended by the Northwest Commission on Colleges and Universities.

CERTIFICATES AND TRAINING PROGRAMS CONDUCTED WITHIN BUSINESS, INDUSTRY, OR AGENCY ENVIRONMENTS. Educational and training experiences that occur through company training programs or through professional institutes may be reviewed for credit. Types of training can vary widely, for example: management, police, fire, manufacturing, apprenticeships, education paraprofessional, and aviation.

There is a fee for this evaluation, and the process demands thorough documentation from the student. A maximum number of credits for training and certificate programs may be applied toward Bates Technical College's Associate of Applied Science (AAS) Degree and Associate of Applied Science – Transfer (AAS-T) Degree. The chief academic officer for instruction shall determine the acceptable number of credits based on the criteria recommended by the Northwest Commission on Colleges and Universities.