

Policy: Course Audit Policy

Number: 01.00.05

Approval Date: Not Available

Revision Dates:

Section: Academic Affairs

Area:

Subject: Auditing a Course

POLICY

When a student audits a course, s/he must register, pay the appropriate fees, and be admitted to class on a space available basis. Instructors will notify students of the requirements for receiving the mark of “AU” for audited courses. If the student is not satisfying the requirements specified by the instructor, the instructor or Associate Dean for Academic Affairs may drop a student from the course being audited. The student will be notified if this action is taken.

The only successful grade or mark which may be given is “AU” and no course credit will be awarded. Courses completed with grades of “AU” are not counted toward completion of degree requirements.

The cost for auditing is the same as taking classes for semester credit. The last day to change from audit to credit is the fifth (5th) calendar day of classes. Changing from credit to audit must be done during the first one-half of the course and with the approval of the chairman of the department. Changing from credit to audit may affect the student’s eligibility to receive financial aid or the amount of the financial aid awarded. Students will be responsible for the return of any financial aid due as a result of the change from credit to audit.

APPROVAL

Information about the original approval of this policy is not available.