Policy Update
Effective October 21, 2015

Audit Policy

Courses may be audited with permission from the instructor and the program director. Each audited course is assessed a fee of $200 payable prior to the start date of the course. Once a course begins, the $200 fee becomes non-refundable. Audited courses do not count toward graduation and are not eligible for financial aid.

Auditing a course involves attending class but receiving neither a grade nor academic credit for the course. Auditing is allowed only when space is available in the course. Instructors do not have to permit auditors and may impose conditions upon auditors (e.g., read the assignments and participate in class discussion). Instructors are not expected to evaluate any work an auditor may complete.

Students who wish to audit a course enroll in the course as an audit. A grade entry of "AU" with zero credits will appear on the transcript. A student enrolled for an audit who fails to attend class may be dropped from the course as soon as the professor reports the non-attendance to the Registrar's Office.

The deadline for adding a course as an approved audit is seven (7) days **prior** to the start of the course. When it is expected that a course might fill with students taking the course for credit, the Registrar's Office will defer enrolling students as auditors until the first week of the course. The course must fill with the minimum number of credit-seeking students prior to students being permitted to audit. Students will receive notification from the Registrar's office regarding their auditing status.