



Title: AUDITING COURSES

Code: DD0401

Policy Reference: D0800, Graduation Requirements; D1000, Attendance

At the discretion of the instructor, dean, or campus executive directors, students may audit associate degree, vocational, or adult high school courses if they can profit from the classroom activities but do not desire credit or an achievement grade for the course. The usual coursework and examinations are not required of auditors.

Students may change from credit to audit upon approval of the instructor.

Preference will be given to credit students over auditors where demand for a course exceeds class size.

Fees and attendance requirements are identical for credit and audit students.

Courses audited may not be used to satisfy course prerequisite requirements.

The course title and "AU" symbol will be recorded on the transcript of students who complete a course as an auditor.

At registration time, the student registers as an audit in the course. The student should then inform the instructor at the first class meeting that they are registered as an auditor.

If a student wishes to change from a credit status to an auditor, and the instructor agrees, the instructor should complete the audit form and the student should sign off on it. If the student receives financial aid, they should speak with financial aid before changing over to auditor status.

Office of Responsibility: Enrollment Management - Office of the Registrar
Last reviewed on May 11, 2021