

# Undergraduate Course Audits

## Policy Information

### Issuing Office

Registrar's Office

### Affected Parties

Students

### Policy Language

Students who wish to audit a course may do so for a fee. Audit fees are not covered in tuition billing, and audited courses will not be used to determine full- or part-time status. Auditors will not be expected to take quizzes or examinations. A grade of AU will be recorded on the auditor's permanent record.

### Policy Rationale

To ensure that students understand the expectations set forth by the University regarding course audits.

### Definition of Glossary Terms

None specified

## Procedural Information

### Procedures

#### RESIDENT STUDENTS:

Course audits may not be added via ASIST, but must be requested in person at the registrar's office. Requests to audit a course will only be accepted during add/drop week (or the week before the start of a summer term for summer courses). Audit requests will be processed and added on the last day of the add/drop period, pending seat availability. A student wishing to change from credit to audit status for a course may only do so until the last day of the add/drop period. Requests to change to or from audit status after the add/drop period will be denied.

Lecture-only courses may be audited. Courses considered lecture/lab, labs, private instruction, etc. may not be audited. Audited courses will not count toward graduation requirements.

#### ONLINE STUDENTS:

Course audits may not be added via ASIST, but must be requested by emailing the Registrar's Office. Requests to audit a course will only be accepted during the registration timeframes before a term starts. Audit requests will be processed and added, pending availability. A student wishing to change from credit to audit status for a course may only do so until the last day of the registration deadline. Requests to change to or from audit status after the registration deadline will be denied.

### Sanctions

None specified

### Exceptions

None