

DIN: **DIN 3150-1-01**
Title of Policy: **Auditing Courses**

Policy

Learners intending to audit a course (earn no credit) are required to register for the course on a space available basis. Learners must indicate their intention to audit at the time of registration. Auditing learners may not need to meet regular course requirements but should confer with the instructor as to their privileges and responsibilities in the course. A learner who first enrolls for audit status may change to credit status during the first five (5) days of the semester. Courses audited are not included in determining the total credits earned toward a major or the cumulative grade point average. Upon completion of the course, the course entry made on the learner's permanent record is indicated with "AU" (audit).

Purpose

To allow learners to enroll in courses without earning credit

Responsibility

The table below describes responsibilities for this policy:

Group/Individual	Responsibility
Registrar	Process audit requests
Dean of Academic Affairs	Ensure compliance with policy

Supporting References

Listed below are college document(s) that support this policy:

Compliance References:

Listed below are references to compliance requirements (e.g. MnSCU policy, federal regulations).

The most current documentation is electronic; therefore, please discard printed copy after 24 hours. This does not apply to completed forms which are records.			Print Date: 05/02/07 4:32 PM
Document Number:3150-1-01	Rev. 5-2-07	Page 1 of 1	Level #1
Title: Auditing Courses			Implementation Date:
Approved: Dr. Quistgaard	Date: 8/16/05	Check here if policy should appear in campus handbook:	<input checked="" type="checkbox"/>