

**CLOVER PARK TECHNICAL COLLEGE
POLICY**

CHAPTER	SECTION	TITLE	HISTORY		
5	3	AUDITING A COURSE	Adopted	Revised 2015	Reviewed

POLICY

Auditing a Course

Students may enroll to audit a course with the permission of the program faculty. The auditing student is expected to pay tuition and fees but is not required to take examinations and will not receive credit for the course. Registration status changes from audit to credit or credit to audit are not allowed after the start of the course.

PROCEDURE

Students will submit an Approval to Register form signed by the faculty at the time of registration. They will pay tuition and fees due by the quarter due date.

A grade of "N" will be entered on the student's transcript for each audited course. The "N" grade has no clock hour/credit value and is not computed in the GPA.

APPROVAL:		
By: <u>Lonnie L. Howard</u>	Date: <u>4/16/15</u>	
Dr. Lonnie L. Howard		
for Board Chair Approval: <u>[Signature]</u>	Date: <u>5/8/2017</u>	