

Section: Academic Administration Section Number: 2.6.6

Subject: Auditing Courses Date of Present Issue: 01/01/17

Date of Previous Issues: 08/06/01

POLICY:

Audits are designed for someone who wishes to take a particular course for its content, personal enrichment or academic exploration with no need for academic credit. The cost for an audited course is 50% of the standard tuition rate. Tuition is waived for Michigan residents who are 60 years of age or older, and verification of age must be provided to the Registrar at the time of enrollment. Individuals auditing a course will receive a final mark of AU (Audit) recorded on their LSSU academic transcript but will NOT receive university credit for the course.

An individual may register for courses on an audit basis provided space is available and all prerequisites have either been satisfied, or waived with the permission of the instructor. Individuals auditing a course shall be entitled to full classroom participation, and may complete all assignments and examinations for evaluation by the instructor, although these are not required for auditors. Not all courses can be taken for audit, and permission of the instructor (or Dean) is required prior to registration. Courses numbered below 100 may not be audited. Program fees, special course fees, parking permits, the purchase of textbooks, and required materials shall be the responsibility of the participant.

Audited courses do not count as part of an individual's official class load for determining financial aid eligibility, veteran's benefits or any other enrollment certification requirements. Students may change from an audit to credit status during the first week of classes, and only with the concurrence of the faculty member for the course. This change must be processed through the Registrar's Office for grading purposes. Requests for course audits will be processed beginning two weeks after the start of registration to ensure degree-seeking students have adequate opportunity to enroll prior to course auditors.

The application for Auditing a Course Form can be found online at: <https://www.lssu.edu/wp-content/uploads/2017/05/Audits.pdf>

Revision Date	Revision Summary	Revision Made By	Title/Dept.
1-1-17	Combined Senior Audit and general Audit Policy. Updated definition of Audit. Updated courses that may be audited. Set standard audit rate at 50% of full tuition.	D. Finley D. Myton M. Walworth	Provost Assoc. Provost CFO