



SOUTH LOUISIANA COMMUNITY COLLEGE

POLICY NUMBER: SS-203

POLICY AND PROCEDURES MEMORANDUM

Title:	Course Auditing Policy
Effective Date:	07/15/2013
Date of Last Revision:	05/22/2023
Review Date:	05/22/2023
Cancellation:	
Responsible Office:	Academic Affairs

Course Auditing Policy

Policy

PURPOSE:

Enrolled students or other community members wishing to attend a course for purposes of academic self-enrichment and academic exploration, without earning academic credit, may request to audit a course.

APPLICABILITY:

Courses offered at South Louisiana Community College are primarily intended for students registering for academic credit. The privilege of attending classes as an auditor is granted on a space-available basis on or after the first day of instruction.

Audited courses do not:

- Earn credit.
- Apply toward any academic degree.
- Apply as part of a student's full-time or part-time course load for purposes of financial aid, loan deferments, athletic eligibility, or fulfillment of the enrollment residence requirement.

Students or community members auditing a course must pay the required tuition and fees. Financial Aid is not available to students for auditing courses.

A course audit request form must be completed as the first step in seeking permission to audit a course. Auditing requires the approval of the course instructor and the dean of the division offering the course and must be completed prior to the end of the part of term's add/drop period.

Approval may be subject to completion of course prerequisites. Auditors are required to discuss with the faculty member offering the course, the work expectations consistent with that course's learning environment, to determine the minimum coursework, if any, required for the audit designation on the transcript.

Attachments

Reference:

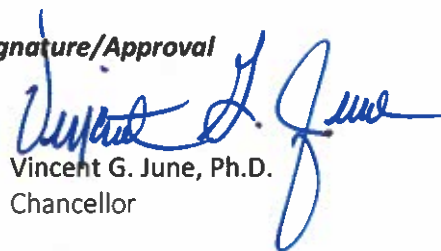
Policy Reference:

Review Process:

Reviewing Committee/Entity	Review Date(s)	Approval Date	Effective Date
Responsible Office	03/01/2023 Rev 1: 05/22/2023		
Committee for Institutional Policy Review	Initial: 07/11/2013 Rev 1: 05/09/2023	Initial: 07/11/2013 Rev 1: 05/09/2023	07/15/2013
Executive Leadership Team	Initial: 07/11/2013 Rev 1: 06/22/2023	Initial: 07/11/2013 Rev 1: 06/22/2023	07/15/2013

Chancellor's Signature/Approval

SIGNATURE:


Vincent G. June, Ph.D.
Chancellor

DATE:

6/23/23

Final Distribution:

Electronic: posted to College's website and sent via email to college personnel

Hard copy: Original to Executive Assistant to the Chancellor for Master Policy Binder, copy to Chair of Committee of Institutional Policy Review