



College of The Albemarle Policy

Policy Number: 5.2.3

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Title: Auditing Courses

Related Policy and Procedures:

Division of Responsibility: Learning; Student Success and Enrollment Management

Any individual may audit a College of The Albemarle (College) class based on the following:

- A. The individual pays the normal tuition and fees. However, senior citizens aged 65 or older may audit non-self-supporting courses without the payment of tuition or a registration fee provided the individual meets the other criteria listed herein. The individual will be responsible for paying any course fees.
- B. Auditing students do not take tests or examinations, they do not receive grades, credit or financial aid, and cannot later change the “audit” to credit.
- C. Students auditing a course must meet the same course prerequisite and attendance standards as all other students in the course. Auditing a course will not meet the prerequisite of any sequential or higher-level course.
- D. Auditing is subject to open seats in the course and a student who audits a course shall not displace other students seeking to enroll in the course. Registrations will be processed on the day before classes start after space availability has been verified by the registrar’s office. If space is available, the student will be contacted by the registrar’s office. Payment of tuition and/or fees will be due at that time.
- E. Students who audit a course and withdraw from the course will be issued a grade of “W”.
- F. Students who desire to audit must do so at the time of registration. Audits appear on the grade report as “AU”.

Legal Reference: 1D SBCCC 700.1; S.L. 2017-57

June 13, 2023

March 26, 2025

N/A

Date Approved by Board of Trustees

Date of Last Review

Date of Last Revision