POLICY

Aurora College shall provide the opportunity for people to audit credit courses.

PRINCIPLES

1. Auditing college courses provides people not registered in a program a learning opportunity that might not otherwise be available to them.

2. Additional participants in courses can enrich the learning experience for those students taking the course for credit.

SCOPE

This policy applies to credit courses offered by Aurora College.

DEFINITIONS

Audit Course: A course in which a student is registered without the intention of obtaining credit.

1   GENERAL

1.1   An applicant shall apply to the Registrar's Office to audit a regular credit course.

1.2   Acceptance into the course will be based upon availability of space and on the condition that the student has written permission to audit the course from the program manager and the instructor.

1.3   The program outline and the college calendar will designate which courses are not eligible for audit.

1.4   Qualified students registering in a course for credit shall be given first priority.

1.5   A person requesting audit status will be required to pay full fees including tuition and materials.

1.6   A student requesting a change in status from "credit to audit" or "audit to credit" must apply to the Registrar before completing one third of the course.

1.7   An audited course will not be credited towards program completion requirements.

1.8   Any student who attends on an audit basis will be issued a statement of grades that indicates audit status.

1.9   A student who is auditing is not required to complete assignments or examinations. If the auditor chooses to complete assignments or examinations, the results shall not be used for credit purpose, unless the audit status has been changed as described in 1.6 above.

1.10   A student who wants to audit or request a change in status from "credit to audit" for a course which is being delivered by Aurora College through an agreement with another post-secondary institution, trade organization or other accrediting body may be required to abide by the audit status policy of the organization with which the College is partnered.

SUPPORTING PROCEDURES, FORMS, AND RULES
The Vice President, Community and Extensions and the Vice President, Education and Training (or their designees) are responsible for managing the supporting procedures, forms, and rules for this policy.

RELATED POLICIES
C.03   Prior Learning Assessment and Recognition
J.02   Fees

RELATED AURORA COLLEGE BYLAWS
None

FACT SHEET

DATES:

1989-02-18   Policy *C.29 Audit Status* issued.

1995-12-16   Policy revised.
Policy and Program Committee Motion #PPC3-1996.
Board of Governors Motion #BG22-1996.
Implemented July 1, 1996.

2011-04-07   New format approved and implemented.

2012-07-27   Policy revised.
Board of Governors Motion #BG30-2012
Implemented July 1, 2012.

2019-11-07   Policy revised.
Approved by Administrator, Aurora College Ref.#Admin-15-2019.
Implemented November 7, 2019.