

## TALLAHASSEE COMMUNITY COLLEGE ADMINISTRATIVE PROCEDURES

<b>TITLE:</b> Auditing Classes	<b>NUMBER:</b> 08-10AP
<b>AUTHORITY:</b> Florida Statute: 1001.64, 1001.65 Florida Administrative Code: 6A-14.0301	<b>SEE ALSO:</b> <ul style="list-style-type: none"> <li>• <a href="#">Board Policy 08-10: Auditing Classes</a></li> </ul>
<b>UPDATED:</b> 02/21/14	

An auditing student is one who registers for a course without the intent to receive credit. Audit students must meet the same admissions standards as credit students. Students registering for credit will have priority over auditing students when class size is a consideration. Fees for courses audited are the same as those for courses taken for credit.

- Students must declare audit status by the 5th day of classes.
- Students wishing to audit a course must complete the appropriate paperwork in the Admissions and Enrollment Services office.
- Upon course registration, an X grade will be awarded with no impact on the student's GPA.
- The enrollment will not be counted as an attempt for purposes of full cost or repeat course regulations.
- Courses taken on an audit basis are not eligible for financial aid.
- A state fee waiver may not be used to audit a course.
- Students who are required to enroll in one or more developmental courses and have not successfully completed them may not audit those developmental courses.
- Students who have met college developmental requirements through successful completion, appropriate test scores or exemption may audit such classes.
- In special circumstances, approval of the Dean may be required to audit a course.
- The student is responsible for determining his or her level of participation with the instructor. This must be done by the first day the class meets, or as soon as possible within the first week of classes. Students and faculty should establish assignment, attendance, test, and other class obligation requirements.