

SUBJECT
Post-Secondary Course Audit Procedure

Learner Pathways Policy #A-29

PROCEDURES

1. Any student who wishes to audit a post-secondary credit course must have the written permission (Record of Amendment) of the Faculty and Program Coordinator, and must pay the appropriate fee.
2. Audit fees are determined by the Registrar's Office and conform to the tuition guidelines as established by the Ministry of Training, Colleges and Universities (MTCU).
3. Students auditing a post-secondary credit course will not be required to undertake course examinations or assignments. Faculty may, at their sole discretion, permit students to write tests and assignments for general comments and feedback. Faculty may decide to provide grades for individual assessments, however, under no circumstances will a course grade be entered for an audited course.
4. Students must respect and follow the attendance policy as stated within the course outline. In some instances, sporadic attendance may be disruptive to the class and/or may result in conditions becoming unsafe for students and staff. In such instances, faculty have the right to refuse entry into the class.
5. A student auditing a post-secondary credit course may challenge the course by examination, as per the [Learner Pathways Policy A-29](#) and the [Advanced Standing Procedure A-29 PR-2](#), if they have changed their status to regular (part-time or full-time) student within the allowable time frame as identified in the [Academic Calendar](#).
6. A student cannot change from audit to credit student status without the consent of the appropriate Faculty and Program Coordinator. Deadlines for changing a course from audit to credit are identified in the [Academic Calendar](#).

Formerly A-6-PR-1 procedure.

ISSUE DATE	SUPERSEDES	MANDATORY REVIEW DATE	REFERENCE	SECTION	PAGE OF	
2020-07-20	2019-04-03	2023-07-20	A-29 Policy	ACADEMIC	1	1