Kutztown University Policy ACA-009

Auditing Graduate Courses

A. Purpose

The purpose of this policy is to define the circumstances under which graduate students may audit credit courses and not receive credit.

B. Scope

This policy applies to all graduate students.

C. Key words and phrases:

Auditing a course – permission to sit in on all the meetings of a regular course that is offered for credit.

D. Policy & Procedure(s)

Registrations for the auditing of courses will be considered tentative until the close of regular registration. If the registration of regular students fills the class quota or if regular registrants occupy all facilities, the students who have registered for auditing will be withdrawn.

The students would register "not-for-credit" and would pay the full fee.

The students would not be required to take examinations, would be allowed to take the course only with the approval of the instructor, and would not be given a grade in the course.

Once the student had enrolled "not-for-credit," he/she could not change his/her mind part way through the course unless through special action by the Graduate Exceptions Committee.

The student could take the course for credit at a later date, subject to the recommendation of the department offering the course and the approval of the Graduate Exceptions Committee.

E. Effective Date

1970

F. Approved By

Faculty Senate - December 3, 1970

G. Last Reviewed

October, 2008
August, 2009
August, 2010
August, 2011
August, 2012
August, 2013
August, 2014
August, 2015