

Glendale Community College

4070

Administrative Regulation

Auditing and Auditing Fees

A student may audit a course providing the following conditions are met:

- Auditors must be eligible for admission to the College as regularly enrolled students. High school students are not eligible to audit a class.
- Enrollment for the purpose of auditing is on a space available basis and solely upon the discretion of the instructor.
- Priority in class enrollment shall be given to students desiring to take the course for credit; therefore, enrollment for audit purposes shall not be permitted until Monday of the second week of instruction.
- Once audit enrollment is completed, no student shall be permitted to change enrollment to receive credit. Also, students are not permitted to change enrollment from credit to audit.
- The College will not maintain any attendance or transcript records. No credit shall be received for auditing a course.
- A non-refundable audit fee of \$15 per unit, in lieu of the enrollment fee, shall be payable at the time of enrollment as an auditor. Auditors shall be charged the health fee, unless exempted by State law, and may purchase the optional student services fee for auditing a class. Students enrolled in ten or more units shall not be charged a fee for auditing up to three units.

Reference:

Education Code Section 76370

Adopted: 9/7/2010