



Academic Policy

Policy Type:	Academic Policy
Policy Title:	Course Auditing
Policy Number:	2820
Date Adopted:	12/5/2012
Version:	4.0
Review Cycle:	Biennial
Date Last Reviewed:	07/23/2023
Office Responsible:	Student Services/Registrar
Reviewing Committee:	Academic Council Related
Related Policies:	Graduation Requirements
Related Laws:	

Policy Summary: Course Auditing

Jackson College recognizes that students may wish to register for a course without credit or grade. Students are allowed to choose “audit” as a course registration option. This policy sets the terms and conditions for auditing courses.

Policy Statement

Jackson College has the option, when a student’s wish to attend a course without receiving a grade or credit is presented, to offer an audit in course registration. The audit option must be selected at registration or before the end of the course section add/drop period. Tuition and fees for audit classes are the same as graded and credit-bearing courses.

The student’s transcript will reflect the audited courses with a mark of “Y”. The “Y” is not calculated into the student’s cumulative grade point average.

A student may request instructor permission for a change from audit to credit up to the last day of the withdrawal period for the course section. Students may not change a graded course to an audit after the add/drop period and may not use financial aid for audited courses.

Of Change	Version	Description of Change	Responsible Party
TBD	1.0	Initial Release	R. Klee
3/17/15	2.0	Clerical Corrections	Z. McNitt
05/15/18	3.0	No Update Needed	Z. McNitt
10/8/20	4.0	No Update Needed	Z. McNitt
7.27.2023	4.00	No update needed	Z, McNitt