



## **AP 4070 Auditing and Auditing Fees**

### Reference:

Education Code Section 76370

1. The purpose of course auditing is to allow students to continue study after course repeatability has been exhausted, with students earning credit for a degree or certificate receiving registration priority over students seeking to audit a course. Thus, course auditing is permitted as a service to students who have previously completed the maximum repeats of designated credit courses. Classes taken by audit are subject to the same deadlines as classes taken for credit.
2. Students wishing to audit classes must receive the approval of the instructor teaching the course.
  - a. Students wishing to audit a course must be in at least grades 11-12, excluding music classes eligible for audit as listed in the College Catalog. Students in grades K-10 are not eligible to audit classes.
  - b. After a student has obtained an instructor's approval to audit a course, the student must visit Community Education in order to complete the necessary steps to formalize auditing a particular course.
  - c. Students auditing a course are not subject to attendance, test, or grade requirements. Attendance of students auditing a course is not included in computing the apportionment accounting procedures.
  - d. A fee of \$15 per unit will be charged for auditing a class. Students enrolled in classes to receive credit for ten (10) or more units shall not be charged a fee to audit three (3) or fewer semester units. Audit fees are paid through the Community Education Office.
  - e. Once enrolled, students must present their class instructor with a copy of the audit receipt obtained in the Community Education office.
3. Students may refer to the College Catalog for a current list of courses that the District has approved for auditing. Only specific credit courses noted in the College Catalog are eligible to be audited.

Reviewed and Endorsed by CPC: 9/28/2021