

Pennsylvania College of Technology

Policy Statement

Title: Auditing a Course

Number: P4.40

Approved by:

Presidential Action

Approved Date: 04/1983

Last Review Date: 02/2026

Last Revision Date: 08/2011

Persons/Departments Affected:

Academic Affairs; Students

Responsible Department:

Academic Affairs

Definitions:

Audit a course – to enroll in a course without receiving academic credit or a grade

Policy:

- I. Students may enroll in a course as an audit with permission of the instructor and the applicable school dean or designee if they have satisfied the prerequisites for the course.
 - A. Auditing students are not required to prepare papers or take examinations, and they do not receive credit or a grade for the course.
 - B. The same tuition and fees are charged for an audited course as for a course taken for credit and grade.
 - C. Students must indicate if they wish to audit a course when they schedule.
 - i. Students may not change their enrollment status after the first day of class.

Revision History:

Date: 02/2026 Reviewed; no changes

Date: 08/2011 Revise to new format; minor editorial changes.

Date: 11/1999

Cross References: