POLICY ON AUDITING A COURSE
IN THE SCHOOL OF HEALTH SCIENCES AND PRACTICE

Dated: May 5, 2016
Supersedes: None

I. PURPOSE

To establish a policy under which students can audit a course.

II. POLICY

Students who do not wish to receive credit for a Public Health course may register as auditors.

III. SCOPE

This policy applies to all public health students.

IV. PROCEDURES

A. Such students must formally register and pay tuition and any fees associated with the course. However, they are not required to take exams or submit assignments. The audited course will appear on the student's transcript with a grade of "Audit".

B. A student may change from credit to audit status (or vice versa) for a course through the end of the drop/add period. A written request from the student, signed by the instructor, academic advisor, and Vice Dean, must be made to the Office of the University Registrar.

V. EFFECTIVE DATE

This policy shall be effective as of the date signed below.

VI. POLICY MANAGEMENT

Responsible Executive: Dean, School of Health Sciences and Practice
Responsible Officer: Vice Dean, School of Health Sciences and Practice
Responsible Office: School of Health Sciences and Practice
APPROVED:

[Signature]

Robert W. Amler, M.D., M.B.A.
F.A.A.P., F.A.C.P.M.
Dean and Professor of Public Health, Pediatrics
and Environmental Health Science

May 6, 2016

Date