

Ventura County Community College District

PETITION TO AUDIT CLASS

AUDIT POLICY

Accordance with Section 72252.3 of the Education Code, students enrolled in 10 units or more may, with instructor consent, be allowed to audit one lecture only class per term without a fee. Students enrolled in less than ten units may, with instructor consent, audit one lecture only class per term for a non-refundable fee of fifteen dollars (\$15.00) per unit per semester. As required by section (d), priority in class enrollment shall be given to students desiring to take the course for credit towards a certificate or degree. Therefore, students wishing to audit may register for classes in audit status by special classes petition. This petition requires permission of the instructor.

LABORATORY CLASSES ARE NOT AVAILABLE FOR AUDIT. In accordance with the section (c) of this statute, no student auditing a course shall be permitted to change his or her enrollment in that course to receive credit for the course.

Students auditing a course are not permitted to take exams in class, nor are they permitted to challenge the course at a later date. Instructors are under no obligation to grade assignments of students auditing a course. Attendance requirements for students auditing courses are the same as for all other students as stated in the college catalogs.

Audit Procedures

- 1. Student may audit one (1) lecture only class per semester or summer session. Laboratory classes are not available for audit
2. Enrollment in any audited course may not be changed in an attempt to receive credit for such course.
3. Audited courses may not be challenged at a later date in an attempt to receive credit for such course.
4. Students auditing a course are not permitted to take exams.
5. Instructors are under no obligation to grade assignments of student auditing a course.

Audit Fees

- 1. FALL/SPRING SEMESTERS: No charge if student is officially enrolled in ten (10.0) or more units. Fifteen dollars per unit for students enrolled in 0 – 9.5 units.
2. SUMMER SESSION: No charge if student is officially enrolled in three (3.0) or more units. Fifteen dollars per unit for students enrolled in 0 – 2.5 units.
3. Students who wish to audit a class must pay the student health fee.
4. Audit fees are non-refundable

NAME (Please Print) Last First MI
STUDENT ID NUMBER 900 DATE OF BIRTH / /
ADDRESS
CITY STATE ZIP
TELEPHONE NUMBER (Day) (Evening)

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COURSE NAME COURSE REFERENCE NUMBER UNITS
SEMESTER/YEAR SPRING SUMMER FALL 20
INSTRUCTOR APPROVAL DATE

STUDENT STATEMENT

I have read the Audit Policy and agree to abide by all provisions stated.

SIGNATURE DATE

Office Use Only: Amount Paid Date Initials