



Success. It's In Our Nature.

Policy Name: Auditing Courses

Policy Number: A-18

Functional Area(s) Responsible: Enrollment Management; Academic & Student Affairs

Owner(s) of Policy: Enrollment Management

Most Recent BOT Approval Date: September 9, 2024

Most Recent Review Date: Spring 2024

Most Recent Review/Revision Type: none minor/non-substantive substantive/extensive

Policy Statement:

Finger Lakes Community College students or any person who is 60 years of age or older may audit courses. However, auditing is a privilege, and no one can claim a right to audit any specific course at a specific time. This auditing privilege is restricted to courses that are offered for college credit and subject to the provisions in this policy.

Reason(s) for Policy:

This policy establishes processes for full- and part-time students and persons who have reached 60 years of age to audit courses. New York State legislation states community colleges “may permit persons who have reached 60 years of age or over to audit courses given therein without tuition, examination, grading or credit therefore upon a space available basis.”

Applicability of Policy:

All faculty and staff should be familiar with this policy.

Definitions:

None

Related Documents:

- FLCC College Catalog
- Grading Policy
- Drop and Withdrawal Policy

Procedures:

Auditing a course allows a student to take a course while receiving neither a grade nor academic credit. A student who audits a course does so for the purposes of self-enrichment and academic exploration. The privilege of auditing a course at Finger Lakes Community College is open to full-time and part-time students and persons who have reached the age of 60. Students not eligible for senior audit status who wish to audit a course must register for the course and pay regular tuition and fees. There is no audit provision for non-credit courses.

Course Audit

1. Permission to audit must be obtained from the course instructor, where applicable. The course instructor may require that an auditor have successfully completed prerequisite courses.
2. Approval to audit a course must be presented to the One Stop Center by the end of the add period.

3. Students may change status from “auditing” to “registered for credit” or from “registered for credit” to “auditing” only before the last day of course drop/add would occur for the course.
4. Full- and part-time students will be responsible for all tuition and fees for the course, supplying the college with an updated Certificate of Residence, and for meeting the college Immunization requirements (as required by NYS Public Health Law 2165).
5. For full-time students, audited courses do not count toward the 12 credits required to be considered “full-time” in a Fall or Spring semester and do not count toward financial aid eligibility.
6. Other than attending the class, the extent of auditor’s participation (taking exams, receiving instructor feedback on papers, etc.) in a course is entirely up to the discretion of the instructor of record.
7. Audited courses will be transcribed with an AU grade and will not be used to calculate GPA.

Senior Citizen Audit

Finger Lakes Community College welcomes persons who have reached the age of 60 to audit courses, per New York State legislation, “without tuition, examination, grading or credit,” on a space-available basis as determined at the close of the registration period. This auditing privilege is restricted to courses that are offered for college credit.

1. Senior citizen auditor registration will begin the first day the course section meets.
2. Permission to audit must be obtained from the course instructor. The course instructor may require that an auditor has successfully completed prerequisite courses.
3. The senior citizen auditor will be responsible for meeting the college immunization requirements (as required by NYS Public Health Law 2165).
4. Course materials or supplies needed for class not covered by tuition will be the responsibility of the student.
5. Other than attending the class, the extent of auditor’s participation (taking exams, receiving instructor feedback on papers, etc.) in a course is entirely up to the discretion of the instructor of record.
6. Audited courses will be transcribed with an AU grade and will not be used to calculate GPA.

Forms/Online Processes:

None

Appendix:

None