

SOUTHWEST TENNESSEE COMMUNITY COLLEGE**SUBJECT:** Auditing Classes**EFFECTIVE DATE:** July 1, 2000; Revised March 14, 2013; Revised February 9, 2023**Purpose**

The purpose of this policy is to establish guidelines for attending Southwest Tennessee Community College (“Southwest” or “the College”) courses for which the student is aware that no credit or grade will be awarded.

Policy

Students who do not wish to receive credit or a grade for a course may audit the course if:

1. The prerequisites have been met;
2. Sufficient prior knowledge exists to warrant auditing the course; or
3. There is a compelling reason to justify auditing the course.

Registration for auditing can be accomplished only during the late registration period and will be allowed if the faculty member assigned to teach the course determines that space is available. Registration for audit can be changed to credit no later than the last day of late registration. Registration for credit cannot be changed to audit.

Students who audit Southwest courses pay the same fees as those who enroll for credit or a grade.

Students with mitigating circumstances may request an exception to this policy from the Vice President of Academic Affairs.

Responsible**Source of Policy:** n/a**Administrator:** VP of Academic Affairs**Related Policy:** 2:00:00:00/30**TBR Policy Reference:** _____**Approved:** _____
President**Date:** February 9, 2023