

Auditing a Course

RVC Administrative Procedure (4:10.080)

Rock Valley College permits students to enroll in eligible credit courses on an audit basis subject to space availability and established College procedures. Audit reasons can include personal enrichment, career exploration, refreshing knowledge, preparing for a future class, professional development, etc. Audits are not allowed in non-credit courses.

Purpose

The purpose of this procedure is to establish guidelines and requirements for students enrolling in courses on an audit basis.

Scope

This procedure applies to students requesting to audit eligible credit courses at Rock Valley College.

Department and Primary Point of Contact Involved

Department: Records and Registration

Primary Point of Contact: Registrar/Director of Records and Registration

Definitions

Audit (AU)

Enrollment in a course for participation and attendance purposes without earning academic credit or a grade.

Audited Course

A course taken on an audit basis that does not satisfy degree, certificate, prerequisite, or academic progress requirements.

Procedure

1. Students may request to audit eligible credit courses through the Records and Registration Office by completing a registration card and an audit form.
2. Enrollment in audited courses is subject to space availability and any applicable course requirements or restrictions.
3. Students auditing a course may attend and participate in class activities as permitted by the instructor, but will not receive academic credit for the course.
4. Audited courses do not satisfy degree, certificate, prerequisite, enrollment status, or academic progress requirements.
5. Students auditing courses are charged the same tuition and fees as students enrolled in the course for credit.

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6. Grades earned in audited courses do not affect a student's grade point average, academic honors, or standards of academic progress.

7. Changes may be made from credit to audit, or vice versa prior to the first day of class.

8. Students will be issued an AU as their final grade.

Related Documents

Rock Valley College Website-Registering for Classes
Rock Valley College Catalog

Reference: AR 314

Implemented: April 8, 2014

Revised: July 24, 2026