



Auditing Courses #1360.010

INITIAL EFFECTIVE DATE:	LAST REVISION DATE:	RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT
May 11, 1998	December 11, 2023	Office of the Registrar

POLICY STATEMENT

Students wishing to take a course without receiving a letter grade or academic credit may request to audit a course. A student can audit a course with the explicit permission of the instructor teaching the course. The instructor may deny the auditing of an individual class.

Tuition and fees are the same whether the student is taking the class for credit or for audit.

The AU symbol will be assigned as a grade for audited classes. Classes taken on an audit grading basis do not earn credit, nor is an AU grade used in the GPA calculation.

SCOPE

This policy applies to all students and faculty at the University.

REASON FOR POLICY

- 1) To inform students about the process for auditing classes.
- 2) Based on Florida Statute 1009.26 (4) and Florida Board of Governors Regulations 7.008, tuition and fees may be waived for persons sixty (60) years of age or older when auditing a class. See policy 1360.040 - Florida Residents 60 Years of Age or Older Fee Waiver.

DEFINITIONS	
TERM	DEFINITIONS
Audit a course	Taking/completing a course, without taking assessments, receiving a letter grade or credit for the course. Auditing a course is for the purposes of self-enrichment and academic exploration.
AU Grade	Grade code for auditing a course. This code is listed on student’s transcript and other academic documents similar to a letter grade.



ROLES AND RESPONSIBILITIES

The Office of the Registrar is responsible for ensuring that the student has explicit permission of the instructor to audit a course. Proper documentation regarding the instructor's permission is maintained by the Office of the Registrar in the student's official academic record.

RELATED RESOURCES

Florida Residents 60 Years of Age or Older Fee Waiver Policy # 1360.040
[OneStop Website - Auditing a course](#)

CONTACTS

Office of the Registrar
11200 SW 8th Street, PC 135
Miami, FL 33199

HISTORY

Initial Effective Date: May 11, 1998

Review Dates (*review performed, no updates*): N/A

Revision Dates (*updates made to document*): November 12, 2020; December 11, 2023.



Auditing Courses # 1360.010a

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PROCEDURE STATEMENT

To audit a class, the student must:

1. Complete an enrollment adjustment form;
2. Obtain the instructor’s approval/signature to audit the class on the form;
3. Submit the form to OneStop.

This can be done through the end of the add/drop period. Refer to the Academic Calendar for specific dates and deadlines. Classes registered on an audit grading basis cannot be reverted to the original grading basis after the add/drop period. Tuition and fees are the same whether the student is taking the class for credit or for audit.