

## **C.04 Audit Status**

Academic Matters

*Nunavut Arctic College*

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### **Nunavut Arctic College Audit Status**

#### **POLICY**

The College will provide opportunity for students to audit credit courses.

#### **PRINCIPLES**

1. Nunavut Arctic College recognizes the importance in providing a variety of opportunities to learn.

#### **PROCEDURES**

1. An applicant, seventeen (17) years of age or older, may apply to audit a regular credit course, based upon availability of space, and on the condition that:
  - i. transcripts for any/all identified prerequisite courses are provided; and,
  - ii. written permission to audit a course has been obtained from the instructor who is teaching the course, prior to applying for audit status.
2. In all credit courses, first priority will be given to students registered in the course for credit.
3. A student requesting to audit a course will be required to pay the full registration fee.
4. The auditing privilege may be withdrawn at any time at the discretion of the instructor with the approval of the Dean or designate and without the right to appeal by the student. Reimbursement for tuition fees will be commensurate with Policy C.11 – Course /Program Withdrawal.
5. Auditors in a course are permitted to change to "credit" status, as are students with credit status permitted to change to "audit" status, provided that the course instructor and appropriate sponsors have been notified in writing of this change and that the request to change status occurs prior to delivery of the third class.
6. An audited course may not be credited towards the requirement of any Certificate or Diploma of the College.
7. A student who attends the College for the sole purpose of auditing a course will be issued a student card, and is entitled to any student services or privileges normally granted to credit status students.
8. Any student who attends as an auditor will be issued a statement of grades that indicates the course and status of audit.

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9. Auditors are not required to complete assignments or examinations. In the event that the auditor chooses to complete assignments or examinations, the results may not be used for credit purpose, unless the audit status has been changed as identified in #5 above.