



Course Audit Request Form

If a student chooses to attend a course without being awarded credit for the course, he/she may audit the class. This form must be filled out and returned to Registration.

ELIGIBILITY:

Students/senior citizens/community members who desire to audit a course must meet one of the following conditions:

1. Admitted to Riverland Community College and have successfully completed a college level course.
2. Eligible as a Senior citizens (Minnesota Statute 135A.52 <https://www.revisor.mn.gov/statutes/?id=135a.52>)
3. Eligible for enrollment by demonstrating Accuplacer scores of 52 in reading and 35 in arithmetic.
4. Eligible through demonstration (official transcript) of successful completion of other college coursework.
5. Eligible with review of course audit request with the Student Success Center, Office of Disability Services to identify reasonable accommodations for students with disabilities. Riverland Community College is committed to a policy of nondiscrimination in employment and education opportunity.

Auditing requires the approval of the course instructor and the dean of the division offering the course, and must be completed within the first five days of the semester. Auditors are required to discuss with the faculty member offering the course, the work expectations consistent with that course's learning environment in order to determine the minimum coursework, if any, required for the audit designation on the transcript.

Degree-seeking students considering the audit option should discuss it with their program adviser(s) to determine if it is the best choice, or if another grading option, such as credit/no credit, may be more appropriate.

Courses taken for audit do not apply toward any academic degree and do not count as part of a student's full-time or part-time course load for purposes of financial aid, loan deferments, athletic eligibility, or fulfillment of the enrollment residence requirement. Auditors are required to discuss with the faculty member offering the course, the work expectations consistent with that course's learning environment, in order to determine the minimum coursework, if any, required for the audit designation on the transcript.

The following requirements and conditions apply:

- Not all courses may be audited. Each division/program may designate courses that do not accept auditors. Closed enrollment or customized training courses are not available for audit.
- Courses involving internships, field placements, or clinical activities OR courses that include patient/client contact or exposure to hazards, are not eligible for audit.
- The auditing arrangement may be cancelled if the course enrollment capacity is exceeded.
- The student's record will show a grade of "AU" for the course.



Course Audit Request Form

Semester and Year _____

Student Name _____ Student ID _____

Course No. & Section _____

Student Signature _____

Instructor Signature _____

Dean Signature _____

Date Received by Registration _____

In order to process this form, Riverland requests you provide information that includes private and/or confidential information under state and federal law. You are not legally required to provide the information requested; however, the college may not be able to effectively process this form without it.

For Office Use Only: Audit approved. Audit not approved.