

POLICY ON AUDIT COURSES AND OBSERVATION OF CLASSES

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DCO Procedure

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POLICY ON AUDIT COURSES AND OBSERVATION OF CLASSES

On occasion, individuals may wish to attend a course, or even an individual class session, for their own edification and enlightenment, but not for university degree credit. YU encourages life-long learning and personal development, and as such wishes to accommodate such initiatives.

Accordingly, the following policy and procedure has been approved.

Any reputable member of the community, may sit-in as an “observer” of any credit or non-credit course, for up to 3 class sessions for UG and 2 classes for PG courses, FREE of CHARGE, if s/he requests, in writing, to have such an opportunity and receives written permission from the Office of Admissions, the respective Academic Dean, and the faculty of record, on a space-available-basis, *without any obligation to sign-up for audit or credit*. Observers should respect the classroom environment and the faculty’s directions regarding participation, and should not attend during an assessment. Failure to abide by the instructor’s directions will result in admissions being notified not to allow the student to attend further class sessions.

Any reputable member of the community and qualified individual, may apply to enroll in an entire course as an AUDIT (AU) student whereby s/he attends and participates in the course, *fulfills the attendance requirements*, but does not participate in any assessments or other forms of examination, and receives no credit for attending and otherwise participating in an AU course. *Non-matriculating* students will not receive a record or transcript, although the Office of Admissions may issue to them a letter indicating that they audited the course and met the attendance requirements. Visitors who audited a course would pay the normal tuition/fee for the number of credits in a given course, discounted by fixed percentage determined by finance department.

Approved by: _____



University President

Date: _____

12-3-2019

Prof. Hussam Ramadan
President