

**CHAPTER 6: Educational Program
BOARD POLICY NO. 6.31 (BP 4070)**

**BOARD POLICY
San Mateo County Community College District**

Subject: 6.31 Course Auditing and Auditing Fees
Revision Date: 9/08; Reviewed 3/15; 2/16
Policy Reference: Education Code Section 76370

1. The Colleges of the District will allow auditing of courses with the exception of classes in programs that require special preparation and/or program admission on a limited basis.
2. Students wishing to audit a course must obtain the approval of the instructor of record for that course.
3. Students in good standing may audit a course only if they are ineligible to take the course for credit.
4. Students taking courses for credit will have first priority on all classroom space. Additional space may be available to interested auditors.
5. No student auditing a course shall be permitted to change his or her enrollment to receive credit for the course.
6. An auditing fee as established by California Education Code will be payable at that time of enrollment as an auditor, with the exception of students enrolled in ten (10) or more semester credit units.