

Registration

AA_AS_RE_42

Responsible Officer
Jeremy Pattisall
Responsible Office
Registrar
Approving Body
Board of Trustees
Approval Date
2019-09
Re-evaluation Date
2021

Policy Statement

Students may register for credit, audit, or personal enrichment.

Policy Procedures

Students registering for credit or audit must have submitted a completed application packet and received an acceptance letter. Class attendance is required. Only residency courses (semester or modular) may be audited. An audit status may be upgraded to credit within one semester following the course by completing the remaining academic requirements and paying the balance of the tuition. Credit status may be changed to audit by the last date for withdrawal from class with a "W." After the student converses with an advisor, he or she may register online via student portal . If a student has any problems, he/she may reach out to the proper advisor or the registrar.

Students interested in taking a course for personal enrichment will indicate their course selection on the application form. No grades are recorded, and no transcript is issued for course enrichment.