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**Kern Community College District  
Administrative Procedure  
Chapter 4 – Academic Affairs**

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**AP 4070 Course Auditing and Auditing Fees**

**Reference:**

Education Code Section 76370

~~Note: This procedure is legally advised.~~

A course audit shall be approved under one of two conditions:

- Participation by audit serves as a specific educational purpose necessary to achieve the student's educational goal; or
- Participation by audit benefits other registered participants in performance arts or intercollegiate athletics courses.

Class attendance as an auditor shall be permitted upon approval from the instructor.

The Audit Form must be submitted to the Office of Admissions and Records after the first day of the class. The audit form will not be processed until students who wish to register for credit have been given the opportunity to do so.

Students who audit courses must pay the non-refundable audit fee is \$15.00 per unit per term. Students enrolled in 10 or more other units will not be charged an audit fee. Enrollment fees may not be used to pay for auditing a class. *Refunds will be based on the current refund policy.*

Units associated with auditing courses are not counted toward minimum requirements for financial aid, student employment, etc.---

After the commencement of the course, a student shall not be permitted to change enrollment status from credit to audit, or from audit to credit.

*Priority for enrollment will be given to students desiring to take the course for credit towards a degree or certificate.*