



Auditing Courses

A. Degree-Seeking Students:

1. **J.D. students in the required curriculum:** A student enrolled in the College of Law's J.D. program but who has not yet completed the required first-year curriculum may not audit a course.
2. **J.D. students in the elective curriculum:** A J.D. student in the elective curriculum may seek approval to audit a course by completing and returning the *Audit Form* available in the Registrar's Office and on the Registrar's webpage.
3. **Elder Law LL.M. students:** A student in the College of Law's Elder Law LL.M. program may seek approval to audit courses in the Elder Law LL.M. curriculum by completing and returning the *Audit Form* available in the Registrar's Office and on the Registrar's webpage, but may not audit a course required for the degree. An Elder Law LL.M. student may not audit courses in other degree programs while enrolled in the LL.M. degree program.
4. **International Law LL.M. students:** A student in the College of Law's International LL.M. program may seek approval to audit a course, including a course in the J.D. required or elective curriculum, by completing and returning the *Audit Form* available in the Registrar's Office and on the Registrar's webpage.
5. **Limits:** A degree-seeking student typically may audit only one course in any given semester, but the Associate Dean for Academics has discretion to alter this limit.
6. **Academic credit and residency credit:** A student will not earn academic credit for an audited course; however, except in the Elder Law LL.M. program, the credit value of an audited course will be included when calculating the maximum course load, but will not be included when calculating the minimum course load. An audited course will not count toward the minimum hours needed to earn residency credit in the J.D. program.
7. **Does not fulfill degree or other academic requirements:** A student may not fulfill any degree requirement by auditing a course. In addition, a student required to take a course under the Further Required Curriculum, as part of Academic Probation, or as a condition of readmission, may not audit that course.

8. **Tuition and fees:** If a degree-seeking student is enrolled in other courses during the semester or session in which he or she is approved to audit a course, the student will not be charged a separate or additional fee. If the student is not enrolled in other courses, the student will be assessed the same audit tuition and fees as a non-degree-seeking student.
9. **Enrolling in course for credit:** A student who has audited a course for 50% or more of the class hours may not enroll in that same course for credit in a later semester. Similarly, a student who has been approved to audit a course may not, during that semester, convert to take that course for credit, except during the appropriate drop/add period. A student who has audited a course for less than 50% of the class hours may discuss with the Associate Dean for Academics the possibility of withdrawing from the course and taking it for credit in a later semester. If the course is taken for credit with the same professor who taught the section that the student audited, the professor must also consent to this arrangement. If a student subsequently takes for credit a course that he or she has previously audited for a portion of a semester, and if that course is graded on the 4.0 scale, the student's grade will be reported on a credit/no credit basis. The student will receive "credit" if he or she earns a grade of at least 2.25, and will receive "no credit" if he or she earns a grade below 2.25. The actual numerical grade earned will not be reported formally or informally. If the course is graded S/U or pass/fail, the student will be graded on that basis.
10. **Converting from credit to audit status in an elective course:** After the relevant drop/add period, but during the semester in which a student expects to graduate, a student may convert to audit status in any course not needed to fulfill a graduation requirement in the same manner, and subject to the same restrictions, as if the student were withdrawing from an elective during his or her final semester pursuant to the Course Withdrawals policy.

B. Non-Degree-Seeking Students:

1. **Qualifications:** An individual who is not otherwise enrolled in a degree program at the College of Law may not audit a course unless he or she is (i) qualified to audit the course under the Procedures Related to Adjunct Professors or (ii) approved by the Associate Dean for Academics as an auditing student after completing the required application and paying the appropriate tuition. Under (ii), the applicant must be a member of the bar and admitted to practice in at least one state, the District of Columbia, or a federal territory *or* must be a full-time professor in a law-related discipline; in addition, the applicant must not have an application pending to take the Florida Bar Examination. Tuition and information for auditors is available from the Business Office and Registrar's Office.
2. **Courses:** Absent special permission from the Associate Dean for Academics and the professor, the course in which audit status is sought must be an elective other than a clinic, internship, travel course, or study-abroad program.

3. **Limits:** Typically, a non-degree student may audit only one course in any given semester and no more than four total courses. The Associate Dean for Academics has discretion to adjust these limits.
- C. **Wait Lists:** A student may not audit a course that has a wait list. If a course does not have a wait list, the Associate Dean for Academics, in collaboration with the Registrar, will determine whether an approved student may audit the course based on faculty approval, the availability of seats in the classroom, and any other relevant factors.
- D. **Class Participation and Examinations:** An individual who audits a course is expected to prepare for the course and to fulfill both the College of Law's general attendance policy and the course attendance policy. The auditor may, at the professor's discretion, actively participate in the course. However, the auditor may not sit for an examination or receive feedback on any assignment. An auditor who overcuts the class or who disrupts the class may be administratively withdrawn from the course and directed not to return.
- E. **Withdrawing from a Course:** A student may withdraw from an audited course until the last day of the class before the reading period, assuming that he or she has not already overcut the course.
- F. **Transcript Entries:**
 1. When a student audits a course, the course title will appear on the student's official transcript.
 2. A student may not earn academic credit for auditing a course, and his or her G.P.A. will not be affected by auditing a course.
 3. If the auditing student meets the attendance requirements for the course, "AU" will appear as the grade. When an auditing student properly withdraws from an audited course, the course name and a grade of "WAU" will appear on the student's transcript. The "WAU" grade will also be used if a student opts to withdraw from a course so that he or she may take it for credit in a subsequent semester. If the auditing student fails to meet the attendance requirements and/or is administratively withdrawn from the course, an "XAU" grade will be entered on the student's transcript. A grade of "XAU" will not cause the student to be placed on academic probation.

Cross-references: Residency Requirement; Maximum J.D. Credit Hours; Procedures Related to Adjunct Professors; Enrollment, Attendance, and Withdrawal; Scholastic Honors; Audit Request Form; Maximum and Minimum Credit Hours for Elder Law LL.M. Program and Maximum Time to Complete Degree; Maximum and Minimum Credit Hours for International Law LL.M. Program and Maximum Time to Complete Degree.

Faculty policy approved May 4, 2011 (supersedes "Law Course Auditing," approved by the faculty June 8, 1976 and reaffirmed in March 1995).