



**Extended Learning  
2146 Fenton Hall  
Fredonia, New York 14063  
716-673-3177**

### **Course Audit Policy**

Subject to faculty and department approval, certain academic courses may be audited. The instructor is under no obligation to assess a course auditor's homework, class contributions, or examinations. The auditor receives no grade for the course, nor is any course transcript generated by The State University of New York at Fredonia. In addition, auditors are not provided certain other university services, such as email, internet access, etc. However, access to OnCourse is available as needed. Once enrolled, students may not change their enrollment status from audit to credit, or from credit to audit.

***All persons who would like to audit a course must obtain and complete an Audit Form from Extended Learning -- whether a fee is required or not.*** The completed form must have the signatures of:

- The course instructor
- The chair of the department offering the course

Current full-time students, faculty and staff, Fredonia emeriti faculty and staff, and community members 60 years of age and older (with documentation) may audit courses without paying a registration fee. For all others:

- A non-refundable registration fee of \$50.00 will be charged.
- A parking sticker will be required to park a vehicle on campus (\$5.00, from the Office of Student Accounts).
- A library card will be required to remove circulation materials from the library (\$2.00 from Reed Library).

Audit privileges are not available in noncredit courses offered through Extended Learning; nor in any internship, directed study, practicum, OpenSUNY, or international study program/course.

*The Application Form is on the attached page.*

*The State University of New York at Fredonia*  
*Course Audit Application Form*

Semester/Session: \_\_\_\_\_ Fredonia ID (if applicable): \_\_\_\_\_

Name: \_\_\_\_\_

Local Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: (        ) \_\_\_\_\_ - \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Have you been dismissed and/or suspended from a college for disciplinary reasons? Yes  No

LIST THE COURSE TO BE AUDITED BELOW WITH THE NUMBER AND TITLE:

CRN/Subject/Course Number/Section (e.g. 30500/ENGL/100/01): \_\_\_\_\_

Course Title: \_\_\_\_\_

After securing the appropriate signatures, the Approval from the Director of Extended Learning is required for processing.

\_\_\_\_\_  
Instructor Date  
Will the course auditor need access to OnCourse? Yes  No

\_\_\_\_\_  
Department Chair Date

\_\_\_\_\_  
Student Date

**Director's Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Fee(s): \_\_\_\_\_

Return this form to Extended Learning, 2146 Fenton Hall.

Admission to The State University of New York at Fredonia is based on the qualifications of applicant without regard to an individual's race, color, national origin, religion, creed, age, disability, sex, gender identity, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction. The authority to collect personal information is based on Section 355 (2) (h) of the New York Education Law.

State University of New York (SUNY) policy prohibits SUNY Fredonia admission applications from inquiring into an applicant's prior criminal history. After acceptance, the College shall inquire if the student previously has been convicted of a felony if such individual seeks campus housing or participation in clinical or field experiences, internships or study abroad programs. The information required to be disclosed under SUNY policy regarding such felony convictions shall be reviewed by a standing campus committee consistent with the legal standards articulated in New York State Corrections Law.

Students who have previously been convicted of a felony are advised that their prior criminal history may impede their ability to complete the requirements of certain academic programs and/or to meet licensure requirements for certain professions. Students who have concerns about such matters are advised to contact the dean's office of their intended academic program.

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