



NAROPA UNIVERSITY

Courses available for audit

Schedule and instructions

Summer 2009

What you need to know

- Only full time students or students in their last semester may take a class for audit.
- Audited classes are \$25 per credit. You are responsible for all related fees.
- Auditing is a *benefit* of full time attendance at Naropa but is not a right or guaranteed in any way.
- You may not drop, withdraw, receive a refund for, or receive credit for an audited class.
- If you are registered for the course for credit you will not be registered in it for audit. If you would like to take a class for audit you must drop the course for credit first.
- “Holding a space” for yourself in a class by remaining registered for credit as long as possible is not permitted. Those dropping a full or nearly full class soon before the last day of drop/add for the class will not be permitted to audit.
- Summer and weekend workshop courses are not available for audit.
- Because audits are added after the last day of drop/add for the course, it is most likely that the cost of the course will not be subtracted from your financial aid check. You will have to pay for it separately.

What you need to do

- Look in this document to see if the course is auditable. It is also available on the web at www.naropa.edu/registrar. If the class is not available for audit, *regardless of the signature or permission of the instructor or anyone else*, you will not be registered in the class.
- Pick up an audit form from Student Administrative Services during the first week of classes.
- Obtain the signature of the instructor and submit the form to SAS before last day of drop add **for that class**.
- You will be registered in the class & charged for it if and only if there is room in the course on a first-come-first-served basis.
- If you are not registered as an audit in the class, *you must stop attending immediately regardless of the permission of the instructor or anyone else*.
- The tuition and fees for this course may not be taken out of your financial aid. You are responsible for all related fees for audited courses including special course fees.

There are no SU 2009 courses available for audit.