

SIMON FRASER UNIVERSITY

S.75-152

MEMORANDUM

To..... SENATE

From..... SENATE UNDERGRADUATE ADMISSIONS  
BOARD

Subject..... COURSE AUDIT - SPECIAL AUDIT STUDENT

Date..... OCTOBER 16, 1975

MOTION 1: "That Senate approve the category, 'Special  
Audit Student.'"

MOTION 2: "That Senate rescind the policy which denies  
audit students the opportunity of applying for  
Course Challenge in a course which has previously  
been audited."

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At its meeting of August 7, the Senate Undergraduate Admissions Board discussed the proposal to revise the course audit policy which had been referred back to it from the July meeting of Senate.

The attached proposal for further revisions to the existing policy is the product of the Board's discussion and of the recommendations of the Dean of Continuing Studies and the Director of Admissions.

This new proposal is now forwarded to Senate for its consideration.

encl.

# SIMON FRASER UNIVERSITY

## MEMORANDUM

To SENATE

From SENATE UNDERGRADUATE ADMISSIONS  
BOARD

Subject COURSE AUDIT - SPECIAL AUDIT STUDENT

Date OCTOBER 16, 1975

MOTION 1: That Senate approve the category "Special Audit Student."

MOTION 2: That Senate rescind the policy which denies audit students the opportunity of applying for Course Challenge in a course which has previously been audited.

### Rationale relating to Motion 1

At the present time audit students must be admissible to the University under the general admission regulations, thus preventing many members of the community access to courses as auditors. The approval of the category, "Special Audit Student" will overcome this problem and thus better serve the needs of the community.

### Requirements relating to Motion 1

Individuals wishing to attend classes as "Special Audit Students" must identify themselves to the Department of Continuing Studies. The student will be given a "Special Audit Student" form which must be presented to the instructor and department for approval. Students registered for credit purposes shall be given priority over individuals seeking "Special Audit Student" status. For this reason the instructor and department will have the authority to approve requests to attend classes as a "Special Audit Student."

A student who has been given permission to attend under this category, following payment of the appropriate audit fee to the Cashiers Office, may attend as a "Special Audit Student." A student who has been given permission to attend under this category will not write the final examination, nor be given degree credit for the course. Such students will receive no record of attendance or statements of standing from the Office of the Registrar.

The fee structure for "Special Audit Students" will be the same as that for Audit students, i.e. at present \$8.00 per semester hour.

A "Special Audit Student" may change attendance in one course to another during the normal course change period. The student may not change attendance as a "Special Audit Student" to registration as an "Audit" or "Credit" student. Before "Special Audit Students" may register for credit courses they must make formal application and

submit all appropriate documentation to the Director of Admissions. Such applicants will be required to meet the existing requirements for regular admission to the University. Attendance as a "Special Audit Student" will have no bearing on the decision for regular admission.

Other considerations relating to Motion 1

That it be possible for the Department of Continuing Studies, with the prior permission of the appropriate department and instructor, to identify courses of potential interest to the community and that these courses be advertised as open on a non-credit basis.

Rationale relating to Motion 2

The current course challenge policy prohibits those students having audited a course(s) at Simon Fraser University the opportunity of challenging that same course(s) for credit. The present policy, however, does not prohibit students having audited (or for that matter failed) a course(s) at any other institution from applying for Course Challenge at this institution. Course Challenge is basically a mechanism which allows students to gain degree credit for a course(s) in which they can demonstrate an acceptable level of knowledge and competence. Therefore, in an attempt to resolve the inconsistency which exists, the University should revise the Course Challenge policy as outlined in Motion 2 above.