



3.5.1 Auditing Classes

Policy Statement

Refer to the Policy Procedures section.

Procedures

Employees of an institution of the University System of Georgia may attend classes offered by the same institution without registering as "auditors" and without credit being offered for such attendance. This provision applies to non-credit courses on a space-available basis. It is the responsibility of the employee to secure the approval of his/her supervisor and the instructor of a particular course in order to attend a class as an auditor.

Responsibilities

Responsible University Senior Administrator: Vice President for Finance & Administration

Responsible University Administrator: **Associate Vice President for Human Resources**

Policy Owner: Training & Development Department

Policy Contact: Allie Cox

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Policy Dates

Effective Date:

Date Last Updated: 09/12/2012

Date of Last Review:

Date of Approval:

Previous Version of Policy: