

Revised DateMay 2018

I. Statement of Policy

Students may have the option to audit courses offered by the School of Nursing.

II. Scope

Enrolled students of the School of Nursing.

III. Procedure

- A. Students will be notified when registration is open.
- B. The student will complete and submit the audit request form to his/her advisor.
- C. The student advisor and the instructor of the class will sign the audit request form and indicate their approval or disapproval. Approval will depend on the size of the class.
- D. If the audit request is approved, the student will be enrolled in the class(es) as requested.
- E. If the audit request is not approved, the advisor will meet with the student to review the reason.
- F. Students will not receive credit for classes that are audited. The class will show up on the transcripts as an audited course.
- G. The theory component of courses will be audited in most cases.
 - 1. The clinical component may be audited with the approval of the faculty.
 - 2. If clinical is audited the student must meet all of the requirements of GLHSON and the affiliating agencies. (48 hours maximum; additional fee applies for clinical component).
 - 3. Students will be charged a fee to audit theory and an additional fee to audit clinical.
- H. Students will have the option of participating in any graded activities.

GEISINGER-LEWISTOWN HOSPITAL SCHOOL OF NURSING
COURSE AUDIT FORM

Name _____ DOB _____ Date _____

Semester Course(s) Requested: _____

Course Number	Course Name
1. _____	_____
2. _____	_____
3. _____	_____

Cost per course: \$100.00
Cost per clinical (6 days) \$300.00

Student Signature _____ Date _____

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- | | |
|-------------|-------------|
| 1. Approved | Disapproved |
| 2. Approved | Disapproved |
| 3. Approved | Disapproved |

Comments _____

Faculty Signature _____ Date _____

Faculty Signature _____ Date _____

Faculty Signature _____ Date _____