Audit Policies

1. Some seminary courses may be audited with permission of the instructor and the dean, depending on the nature of the course and the size of the class. Normally auditors are not permitted in online, language, workshop, and other performance-related courses for which enrollment as a Special Student is more appropriate. In no case will auditors constitute more than 20% of the total enrollment in a course.

2. Individuals interested in auditing who are not currently enrolled in a program at PTS should first contact the Office of Admissions. Students already enrolled in seminary programs should first seek permission from the course instructor before applying to audit.

3. Auditors must submit an audit application form, a completed authorization for criminal background check form and pay a $60.00 non-refundable application fee, which includes the cost of the background check. Official undergraduate or graduate transcripts are not required for application.

4. All necessary arrangements must be completed prior to the semester’s first day of class and in all cases before class attendance.

5. Auditors who miss 20% or more of the class sessions in any course for which they are registered will have a “U” (Unsatisfactory) recorded on their PTS transcripts rather than “AU” (Audit).

6. Auditors are expected to complete all reading assignments.

7. Instructors will determine the appropriate level of auditors’ class participation.

8. Instructors will not be expected to evaluate auditors’ papers or other assignments.

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