THE UNIVERSITY
OF QUEENSLAND
AUSTRALIA

SCHOOL OF PUBLIC HEALTH

School of Public Health – Teaching & Learning Committee

SPH Policy on course auditing by staff and students

Prepared by G Marks, October 2012

Background

We regularly receive requests from research students, staff and others for permission to attend one or more of our courses without enrolling. This is commonly referred to as "auditing" the course. This policy is intended to provide a clear statement on who is allowed to audit, and the rights and obligations of the School and the auditing student.

With auditing there is no formal recognition for the student on their academic transcript when they take a course. Similarly there is no formal recognition for the School from the additional student(s) in the class, and consequently no funds to cover additional costs for course materials, participation in tutorials, marking of assessments etc. Similarly within the School, we do not adjust the allocations to course coordinators through the teaching support budget for these 'extras'. For this reason we make a distinction between attending lectures and workshops where there is effectively no marginal cost associated with having additional student(s) and those aspects that involve an additional cost to the School or additional load for the course coordinator.

For research students we distinguish between SPH research students and those enrolled through other Schools and universities since SPH is funded to support training and development of their own students but not others.

Regardless of the foregoing, some individual course coordinators have preferred not to allow students and staff to audit their courses because of the nature of their courses, and their concerns around the different levels of engagement between enrolled and auditing students.   The School supports this decision.

School Policy:

1. The policy relates to research students, staff and others that want to attend one or more of our courses without enrolling

2. A course coordinator has the right to disallow any auditing for their course.

3. Research students –

    - All research students are encouraged to formally enroll in the course; this goes on their academic transcript and will put them in good standing for future progression to a coursework degree.

    - The only students eligible to audit are those enrolled through SPH or enrolled through other UQ Schools but with an SPH supervisor.   They require permission from both their supervisor and the course coordinator before they can audit.

    - Other UQ research students and students from other universities are not permitted to audit, but can formally enroll.

4. Those given permission to audit –

- Can attend lectures and workshops.
- Are not entitled to hard copies of course materials, but can request a copy if there are any extra copies once enrolments settle.
- Are given 'guest' access to course Blackboard sites, enabling access to electronic resources but not assessment and other activities.
- Cannot take part in small group tutorials or assessment.