

# AUDITING MODULES POLICY

To be read in conjunction with The Taught Degree Regulations

<http://www.soas.ac.uk/registry/degreeregulations/>



This policy covers students who wish to audit modules at SOAS. This is covered by the School's Taught Degree Regulations section 7.8.

1. The following categories of students may not audit modules:
  - a) Intercollegiate students
  - b) Students on leave of absence
  - c) Students given permission to retake a failed examination or take a deferred examination without re-attending the module
  - d) Students given permission to resubmit a failed dissertation or submit a deferred dissertation without receiving supervision
  - e) Associate students (Erasmus, JYA, Exchange, non-degree UG and PGT etc.)
  - f) Distance learning students
  - g) Students who have not enrolled and (if appropriate) paid their tuition fees for the current academic year.
2. Some modules are not open to auditing students (e.g. language acquisition modules). Faculty Office staff can advise.
3. Audited modules are not included on a student's transcript.
4. Students may not convert an audited module into a module counting towards their degree.
5. Auditing students may attend lectures but not seminars, tutorials, presentations etc.
6. Students may not undertake assessments or take examinations for audited modules.
7. Students must ensure that if they audit a module, this does not interfere with their study for modules counting towards their degree, which must take priority.
8. Part time students may not change their status to full time by auditing additional modules.
9. Auditing students are not counted when calculating whether a module has met its quorum.

## **Document Version**

<b>Version</b>	<b>Author</b>	<b>Changes</b>	<b>Date</b>
1.0	Nicholas Page, Head of Registry	Code of practice established	
1.1	John Peck, Head of Registry and Quality, Jenni Rhodes, Quality Assurance Manager	Policy revised. Approved by LTQC on 3 <sup>rd</sup> June 2015	3 June 2015