Auditing a Class
Office of the Registrar

Auditing allows you to continue attending a class, but you will not earn a grade or credit for the class. Once you audit a course you cannot change it back* to credit unless it is before the end of the add/drop period for the term. Auditing or Withdrawing will have the same effect on your academic record (transcript) but they may impact your financial aid, excess credit, tuition benefits, etc. differently. Be sure to verify any impacts with those offices before auditing or withdrawing from a class.

Audit a Course

1. Log into your MyUNLV account and go to the enrollment tile on the Rebel Student Homepage
Auditing a Class
Office of the Registrar

a. Select the Audit tab (the tab at the far left) and select the term

i. Click the Add a new Value tab
ii. Select the term and click Continue

b. Select the class you would like to audit from the list of eligible classes
i. Classes may be ineligible to audit for two reasons

1. The term has not begun yet

   a. You cannot audit a class before the semester beings (ie: you will not be able to audit a class for Spring 2019 until the first day of classes) or before the class begins if it is a modular/midsemester class (ie: you will not be able to audit midsemester courses until the first day of the class)

2. The Audit Deadline has already passed

   a. You can check the Term Calendar for the last day to Audit/Withdraw for regular session classes
   b. For Modular/Mid-Semester courses, click the deadlines link on the list view of your student schedule. The Audit deadline is the same as the deadline to “Withdraw with Penalty”
c. Click the Audit Class button for the class you would like to audit

![Image of Audit Class button](image1)

<table>
<thead>
<tr>
<th>Class Nbr</th>
<th>Subject Area</th>
<th>Catalog Nbr</th>
<th>Class Description and Topic</th>
<th>Course Component</th>
<th>Grading</th>
<th>Audit Eligibility</th>
<th>Audit Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>22052</td>
<td>ART</td>
<td>101</td>
<td>Drawing I</td>
<td>Lecture</td>
<td>Graded</td>
<td>Eligible</td>
<td>Audit Class</td>
</tr>
<tr>
<td>22061</td>
<td>ART</td>
<td>123</td>
<td>Photography I</td>
<td>Lecture</td>
<td>Graded</td>
<td>Eligible</td>
<td>Audit Class</td>
</tr>
<tr>
<td>23490</td>
<td>HIST</td>
<td>102</td>
<td>U.S. Since 1877</td>
<td>Lecture</td>
<td>Graded</td>
<td>Eligible</td>
<td>Audit Class</td>
</tr>
<tr>
<td>29212</td>
<td>DBX</td>
<td>101</td>
<td>Backpacking and Camping</td>
<td>Lecture</td>
<td>Graded</td>
<td>Ineligible</td>
<td>Audit Class</td>
</tr>
</tbody>
</table>

d. Confirm your selection by verifying the class information

i. Check the box to confirm you understand that:
   1. You will not receive academic credit or the class
   2. You will not receive a refund for the class
   3. If you are receiving financial aid or veterans benefits you must check with those offices to determine the status of your aid
   4. Once you change to audit you cannot change it back*

ii. Click Change Selected Class to Audit

![Image of Change Selected Class to Audit](image2)
e. Your class has been switched to audit. You can see this by clicking the Enrollment Tab in your Rebel Student Homepage