



ADMINISTRATIVE PROCEDURE

**ADMINISTRATIVE PROCEDURE NO: AP 712.01
RELATED TO POLICY NO. 712**

TITLE: CHANGING STATUS FROM NONCREDIT TO CREDIT

Students enrolled in a class for non-credit who wish to change to a credit status must do so by the last day to add classes. If the tuition for the non-credit class is less than the tuition for the credit class, the student must pay the difference.

Students enrolled in a class for credit who wish to change to a non-credit status must do so by the last day to drop classes.

DATE OF ADOPTION:

DATE(S) OF REVISION(S):

DATE OF LAST REVIEW: