

AUDIT POLICY

2017-2018

1. A person will be allowed to audit a class if the class is not filled during the pre-registration process and if the professor gives that person permission to audit the class by signing the Audit Application.
2. No basic first-year course may be audited.
3. In order to audit a class, a person must have a bachelor's degree, except in the case of legal assistants. Legal assistants who do not have a bachelor's degree will be allowed to audit classes if they provide a letter from their employer confirming that they work as legal assistants.
4. A certificate of completion is given only to those students who (1) register to audit for certification and (2) complete all course work with a passing grade.
5. For auditors who graduated from Northwestern School of Law, the charge for auditing a class is set at \$830.50 per credit hour with or without a certificate of completion.
6. For all other auditors, the 2017-2018 charge is:
 - a. \$830.50 per credit hour for non-certificate auditors.
 - b. \$1,661.00 per credit hour to attend the class, do all coursework and receive a certificate.
7. Tuition is due on the first day of class.
8. Auditors should contact the Campus Safety Office for parking instructions before parking on campus.
9. Auditors do not receive a transcript and cannot apply or transfer these credits to Lewis & Clark Law School.

APPLICATION FOR AUDITOR

Course descriptions and complete registration information available at:
<https://law.lclark.edu/offices/registrar/summer-school/>

NAME: _____

DATE OF BIRTH: _____

SOCIAL SECURITY NUMBER: _____

ADDRESS: _____

PHONE: CELL: _____ BUSINESS: _____

EMAIL: _____

HIGHEST DEGREE EARNED: _____

INSTITUTION: _____

APPLICABLE BAR MEMBERSHIP & NUMBER: _____

OCCUPATION OF NON-ATTORNEYS: _____

LEWIS & CLARK LAW SCHOOL ALUMNI YEAR: _____

Lewis & Clark Law School is fully accredited by the American Bar Association and is a member of the Association of American Law Schools. The Law School follows the letter and spirit of all equal opportunity and civil rights laws.

Application for Auditor

Please fill in the information below for the course(s) you are interested in auditing; also note if you are taking the course(s) for a Certificate or for Non-Certificate.

Certificate	Non-Certificate	Course #	Course Name	Faculty	Credits

- *Classes are subject to cancellation if minimum enrollment of 8 students is not met.*

The tentative auditing tuition fees for 2017-2018 (final determination of tuition fees will be the end of February 2017):

- For auditors who graduated from Northwestern School of Law, the charge for auditing a class is \$830.50 per credit hour with or without a certificate of completion.
- For all other auditors, the charge is:
 - a. \$830.50 per credit hour for non-certificate auditors.
 - b. \$1,661.00 per credit hour to attend the class, do all coursework and receive a certificate.

Tuition is due on the first day of class.

No financial aid is available for auditing students.

Please submit the following to Brooke Mill, lawreg@lclark.edu

1. Application for Auditors
2. Full tuition payment, check payable to *Lewis & Clark Law School*
 - a. Wire transfers available

Lewis & Clark Law School
General Law Program
ATTN: Brooke Mill
10015 SW Terwilliger Blvd
Portland, OR 97219