

Chapter 4 – Academic Affairs

AP 4700 Classroom Visitors and Other Attendees

Classroom activities are intended to benefit those students officially registered for the class. Others are permitted to attend a regularly scheduled class meeting only in the following situations:

Visitor: The professor assigned to teach the class meeting may grant permission to any person to visit the class. The professor need not include visitors in class activities. Visitors shall not attend class on a regular basis. Visitors shall not audit the class. (Guest speakers, young children, potential students, and parents of students are all examples of visitors.)

Personal Care Attendant: Disabled Student Programs and Services (DSPS) may authorize a person to be a Personal Care Attendant (PCA) when the need for such accommodation is authorized for an officially registered student. PCAs must follow the College's PCA guidelines and be authorized by DSPS prior to beginning service as a PCA.

Educational Project: The professor assigned to teach the class may, with the concurrence of the division dean, authorize a person to attend multiple class meetings for the purpose of an approved research study, student teaching, an internship, or other similar educational projects.

Employee: Aides, technicians, interpreters, and other employees of the college may be assigned as needed to class meetings unless such assignment is prohibited by law or contract.

Unauthorized classroom visitors and other attendees to a regularly scheduled class meeting should not be allowed to stay in the classroom.

Approved: May 26, 2010

Reviewed: May 14, 2013

Reviewed: December 6, 2014

Reviewed: June 9, 2015

Reviewed: August 17, 2016