
**Homewood Postdoctoral Fellow Course Enrollment Policy
February 2010**

Krieger School of Arts & Sciences and Whiting School of Engineering postdoctoral fellows ("postdocs") are permitted to register for undergraduate and graduate-level courses on the Homewood campus.

FALL/SPRING PROCESS:

During the academic year, KSAS/WSE postdocs may audit as many courses as they wish at no cost. Enrollees will receive a grade of "AU" on the transcript. Postdocs who wish to register for a course for credit (to receive a grade other than "AU") will be required to pay tuition. Tuition is charged per course for graduate courses and per credit for undergraduate courses. Registration to audit a course is contingent upon the instructor's approval.

To register for a fall or spring semester course, postdocs must speak with the Graduate Records Coordinator at the Office of the Registrar (Garland Hall, basement). To begin the registration process pick up the Memorandum form from the Registrar's Office and have it signed by all appropriate faculty.

INTERSESSION PROCESS:

During Intersession, postdocs must pay by the credit for any 100-400 level course (whether audited or taken for a grade). Any 500-800 level course may be registered for at no cost (whether audited or taken for a grade). Registration to audit a course is contingent upon the instructor's approval.

To register for an intersession course, postdocs must speak with the Graduate Records Coordinator at the Office of the Registrar (Garland Hall, basement). To begin the registration process pick up the Memorandum form from the Registrar's Office and have it signed by all appropriate faculty.

SUMMER SESSION PROCESS:

Postdocs who enroll for a summer course -- for audit or credit -- will be charged tuition. Instructions on registration and fees can be found on the Summer Programs website (<http://www.jhu.edu/summer>). To begin the registration process pick up the Memorandum form from the Registrar's Office and have it signed by all appropriate faculty.

Exception to Tuition Payment Rule: Postdocs registered for Responsible Conduct of Research, AS.360.625 (a pass/fail only course) will not be charged tuition regardless of the semester in which they enroll for the course.