

Audit Form

This form must be received in the Office of the Registrar by the last day of Add/Drop.

Quarter: Fall _____ Winter _____ Spring _____ Summer _____
Example: Fall 2006-2007 = 20061, Winter 2006-2007 = 20062

Today's Date: _____ Student ID Number: _____ - _____
Month Day Year

Student Name: _____
Last First Middle

College/Program: _____

REQUEST FOR AUDIT

Students wishing to receive an Audit grade in a course must obtain approval from the department offering the course. Not all courses are available for an audit grade. Department approval signifies that the section listed below is available for an audit grade; actual enrollment is dependent upon seat availability, restrictions, etc.

Courses taken for audit carry no credit and do not apply toward graduation requirements, satisfy prerequisites or count toward determining enrollment status. Please refer to the Schedule of Courses for current tuition assessment.

PROCEDURE: Complete this form, obtain department approval, and submit to the Office of the Registrar by the end of the Drop/Add period.

Course Number	Section	Course Title	Credit Hours	Dept. Approval/Date
_____	_____	_____	_____	AU _____
_____	_____	_____	_____	AU _____

CHANGE FROM AUDIT TO CREDIT

Must be submitted to the Registrar's Office by the end of the Drop/Add period.

Course Number	Section	Course Title	Credit Hours	Dept. Approval/Date
_____	_____	_____	_____	AU _____
_____	_____	_____	_____	AU _____

Comments:

Registrar's Office Use Only:

Date Received: _____

Date Processed: _____

Processed By: _____