AUDIT OPTION REQUEST

- Audit (AU) is the final grade assigned to a student who, within the first four weeks of the semester, request to audit a course.
- Auditing a course usually involves attending a class for personal enrichment.
- Students may ask to have papers critiqued, but faculty members are not required to grade an auditor’s course work.
- Full tuition and fees are charged for courses audited.
- Financial aid does not include paying for a student to audit a course.
- Students auditing a course may not change to credit status.

ID No. ___________________________ Date of Birth _______________________

Last Name: ______________________ First Name: ______________________ M: ______

COURSE INFORMATION

<table>
<thead>
<tr>
<th>Semester and Year</th>
<th>Fall</th>
<th>Spring</th>
<th>Summer</th>
<th>Year ________</th>
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</thead>
<tbody>
<tr>
<td>CRN: ____________</td>
<td>SUBJ: _______</td>
<td>CRSE NO: _______</td>
<td>SECT: _______</td>
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<tr>
<td>COURSE TITLE: ____________________________</td>
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<tr>
<td>INSTRUCTOR: ____________________________</td>
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<tr>
<td>INSTRUCTOR’S SIGNATURE: __________________</td>
<td>DATE: _______</td>
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I have read the general information concerning Auditing classes and hereby apply to Audit the course listed above.

STUDENT’S SIGNATURE: ___________________________ DATE: _______

INSTRUCTIONS

Student
1. Complete all the information requested on this form
2. Obtain the instructor’s signature and date
3. Return completed form to the Registrar’s Office by the deadline posted in the student schedule booklet

Instructor
Please note the audit request in your grading records. The audit grade will be assigned by the Registrar’s Office upon receipt of this form bearing your signature.

OFFICE USE ONLY

Change entered on BANNER

Initials ________ Date ________

03/14 vcw