

### Course Audit Form

(Return to Office of the Registrar at your current campus)

Name: \_\_\_\_\_ Student ID (or NetID): \_\_\_\_\_

- Undergraduate
- Graduate
- Non-Degree

School/College: \_\_\_\_\_ Major: \_\_\_\_\_

Subject area: \_\_\_\_\_ Catalog No.: \_\_\_\_\_ Section: \_\_\_\_\_ Class No.:

Units  Receiving Grade: **AU**

Year:  Fall  Winter  Spring  May  SS1  AS1  SS2  AS2  SS3

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Students wanting to have the fact that they were exposed to the material in a course recorded on their academic record, but not receive either credit or a grade, may choose to audit a course. The following conditions apply:

- In place of a grade, the record will show 'AU' (Audit).
- Students changing a course from credit to audit after the second week of classes receive both 'W' (for Withdrawal) and 'AU' marks.
- Students changing a course from audit to credit after the second week must complete a Schedule Revision form to add the course.
- The student may participate as the instructor permits.
- The instructor may disenroll a student not meeting the auditing criteria set forth by the instructor.
- The audited course cannot be used on your plan of study.
- Part-time students must pay the same fee to audit a course as they would pay if they took the course for credit.

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***I acknowledge that I have read and understand the conditions outlined above regarding auditing a course.***

Student \_\_\_\_\_ Date \_\_\_\_\_  
(Print) (Signature)

Instructor \_\_\_\_\_ Date \_\_\_\_\_  
(Print) (Signature)

Advisor \_\_\_\_\_ Date \_\_\_\_\_  
(Print) (Signature)