_____ _____ ___ _____
First Name   Last Name   MI   Date of Birth

_____ _____ /_____ _____ _____/_____/_____
Course (e.g., A 101.01)   Semester   Year   Credit Hrs. (e.g., 3)   Course Start Date

What is audit enrollment?
Auditing a course means a student attends a course regularly without being required to take exams, complete assignments, or perform other tasks required to earn a grade. Students receive no credit for audited courses. Audited courses will not be considered in determining full-time enrollment status and may not satisfy enrollment requirements for graduation purposes.

When can I enroll to audit a course?
Students may not enroll to audit a course until the first day the class meets. Requests to audit a course will be granted only if space is available in the course and permission has been given by the instructor and the Vice President of Academic Affairs. Credit enrollment cannot be converted to audit status and audit enrollment cannot be changed to credit enrollment. Students may not enroll for credit, drop the course, and then re-enroll for audit in the same course section.

How much does it cost to audit a course?
Tuition and fees are the same as that charged for credit courses. Financial Aid cannot be used to pay for audited courses. ***For audit enrollment, payment is due on the same day you enroll.***

I understand:
- I will not earn any college credit for this course.
- I cannot convert my audit enrollment in a course to earn college credit.
- I cannot change to audit status in a course I am currently enrolled in for credit.
- I cannot audit a course which I plan to take for credit in the future.

_____ _____ _____
Student's Signature   Date   Daytime Phone Number

_____ _____ _____
Instructor's Signature   Date   Phone Extension

_____ _____ _____
Dean of Instruction Signature   Date   Phone Extension

***Return completed form to the Registrar on the 1st floor of the Administration building after all signatures have been completed.