

**AUDIT APPLICATION**

Date: \_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ID# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Course(s) to audit: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fee: $55.00 X \_\_\_\_\_\_\_\_\_\_\_\_Credit Hours = $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Instructor Permission: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature

**Audit Policy:**

Students desiring to audit courses must go through the admissions process and be accepted. This will establish an academic record for that student.

The per credit hour audit charge is a fee and NOT tuition, as such, is required of students auditing courses; with the exception of senior citizens and current full time students. For current students, the audited course must fit WITHIN the 12-17 credit hour load. Tuition remission or other special tuition arrangements DO NOT apply to auditing.

A student may audit classes to gain understanding of the topics, but cannot participate in testing. Auditors do not receive a grade or academic credit. All persons wishing to receive a grade in a course must take it for credit in the normal fashion.

No change from audit to credit or vice versa may be made after the initial 10 day drop/add period.

Audits are limited to one course a semester for students enrolled full-time. Part-time students may audit a maximum of two courses during a semester.

Before enrolling in an audited course, students must secure the permission of the instructor. Where a course has enrollment limits, students taking the course for credit will be given priority. Auditors must understand that the instructor is under no obligation to evaluate their work and/or performance. Audits, successfully completed, will be recorded on transcripts.

***I have read and understand the above policy and agree to pay the required fee:***

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Student Signature Date