

Audit Grading Option form must be received in the University Registrar Service Windows no later than the 20th day of instruction in which you are taking the course.

Student ID # \_\_\_\_\_ Date \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

E-mail \_\_\_\_\_ Phone Number \_\_\_\_\_

**Term:**

☐ Fall 20\_\_\_\_ ☐ Spring 20\_\_\_\_

Class Number	Course	Instructor's Signature	Date

**Policy and Procedures**

**Student Initiated**

**Audit** - From the first through twentieth day of instruction for the semester, a student can elect to audit a class as a regular enrolled student by obtaining the faculty signature on this form and submitting it to the University Registrar Service Windows.

**Registration for Audit Grading Option**

Audit registration IS NOT available through Web Registration. See procedures below.

Regular class attendance is expected and the student may be required to participate in any or all classroom activities at the discretion of the faculty member.

Please note: Audit courses do not give student's any degree credit and are not used in a master's program.

Registrar Notes:		Initial: _____
		Date: _____

07/31/2019