

AUDIT POLICY

Registration (including tuition charges) for courses to be audited is the same as for courses to be taken for credit. Audit courses carry no credit hours, earn no grade points, and do not count as successful completions for financial aid. The student must submit a Request to Audit form to the Registration & Records Office no later than the last day to add. A student who audits a course section shall not displace students enrolling or registering to receive a grade, academic credit, or certificate of completion in the course section.

Senior citizens, age 65 year or older on the first day of the course, may audit courses as outlined in the college catalog. To waive tuition and registration fees, the student must submit the completed form along with a copy of their driver's license or state identification. Note: Tuition cannot be waived for self-supporting classes. Local fees associated with the course will be charged.

Part I: Student Data

Name

Student ID Number

Major

Year/Term: _____

Fall _____

Spring _____

Summer _____

Part II: Course Information

Subject Prefix

Course Number

Course Section

Course Title

Some courses (i.e., certain health science courses) require approval.

Director or Program Chair Signature & Date

AVP Signature & Date

I have read the College policy above regarding audits. I have registered for the class indicated above and request that my registration for this class be recorded as an Audit.

Student Signature

Date

Phone Number

Part III: For Admissions Use Only

Date entered in System _____ By: _____

Verified Senior Citizen: _____ By: _____

IMPORTANT!! THIS FORM MUST BE ON FILE IN RECORDS OFFICE PRIOR TO REGISTRATION.