

Course Audit Form

(Return to registrar@uchc.edu)

Name: _____ Student ID (or NetID): _____

Graduate

Non-Degree

School/College: _____ Major: _____

Subject area: _____ Catalog No.: _____ Section: _____ Class No.:

Units

Receiving Grade: **AU**

Year: Fall Winter Spring Summer (Please specify):

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.

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)