

Students seeking to attend a course must register to audit courses on a space-available basis. No grade is assigned nor credit given, and the tuition rate is greatly reduced. Changes from credit to audit, or the reverse, must take place during the add-drop registration period each semester or during the first two days of summer sessions. Nursing courses, most laboratory courses, and some others may not be audited. Federal aid does not cover an audited class.

**STUDENT REQUEST:**

Student Name: \_\_\_\_\_ Union-ID #: \_\_\_\_\_  
Total credits you plan to take (not including audited class): \_\_\_\_\_ credits

*I request approval to audit the following class – I understand I will not receive credit for this class now or in the future. Audited courses cannot be used to fulfill degree or graduation requirements.*

Course Code/Section: \_\_\_\_\_ ☐ Fall \_\_\_\_ ☐ Spring \_\_\_\_ ☐ Summer \_\_\_\_

Course Title: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SIGNATURES:**

Instructor of Course: \_\_\_\_\_ Date: \_\_\_\_\_

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

Student Financial Services: \_\_\_\_\_ Date: \_\_\_\_\_

Records Office: \_\_\_\_\_ Date: \_\_\_\_\_

*Please return this completed form before the add/drop deadline for the semester requested.*