

Student's Name _____ EMPL # _____ Date _____

I request permission to audit the following course:

Course Prefix _____ Class Number _____ Course# _____ Title _____

Semester _____ Instructor Name _____

Instructor's *Signature* _____*(Permission required before registering.)*

Student's Signature _____

Registrar's Signature _____

Conditions:

1. Students who wish to audit courses at Dickinson State University may do so with the permission of the class instructor.
2. A student may not request such permission until after the pre-registration period as currently enrolled students have priority.
3. Auditor will participate in class activities as determined by the instructor.
4. No academic credit will be granted. Course registration will appear on the student's transcript upon enrollment. Audited courses will be recorded on the official transcript with a grade of an "AU" when final grades are posted.
5. Student will pay 50% of tuition plus all applicable fees.
6. All institutional course drop/withdrawal deadlines apply to audit courses.
7. Student may not change the grading basis of the class after the last day to add a class.

Enrollment Procedure:

1. Registration for an audited course cannot be completed on Campus Connection. Student will return a "Course Audit Form" which has been signed by the course instructor to the Office of Academic Records no later than the last day to add a class.
2. Office of Academic Records staff will enroll student in course.