



REQUEST FOR AUDIT (NO CREDIT)

An auditor is defined as a student who has been permitted to enroll in a course for which he or she will receive no credit. Auditors determine their own attendance, take no examinations, receive no grades, do not participate in classroom discussion except as permitted by the instructor and earn no credit. They pay the same tuition and fees as persons enrolled for credit. An auditor may not be reclassified to receive credit in the course after the drop period of the course has passed. In place of a grade, students receive the symbol NC (no credit) on their transcripts. Students wishing to register as auditors must declare their intention at registration and may not seek credit in the course after the drop period for the course has expired. Likewise, a student may not change his or her regular enrollment to auditor (no credit) status after the end of the drop period. Auditor (or no credit) forms are available in the Registrar's Office.

The completed Request for Audit (No Credit) **must** be completed before the end of the stated Add/Drop period of the course and returned to Registrar's Office (ADM 202) for processing.

Student Name: _____ PID #: _____

Course (Dept. & Number) _____ Call # _____

Semester _____ Year _____ Credit Hours: _____ Grade: **NC**

Instructor's Signature (No Initials Please)

Date

Student's Signature (No Initials Please)

Date

White - Registrar's Office

Yellow - Student

Revised: 1/16/15



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