COURSE AUDIT FORM

This form is for CCTC students who wish to audit a course. Courses completed as audit status do not earn academic credit. Students are allowed to audit a course on a one-time only basis. Not all courses are eligible for audit status. The completed form must be submitted to Student Records at CCTC before the end of the drop/add period.

Full Name: _________________________________________________________________________________

Last Name (Please print) ___________________________ First Name (Please print) ___________________________

Student ID: C _________________________ Phone: ________________________________

Check one of the options below.

☐ I would like to change my status to audit for the course(s) below. I understand no grade or credit will be earned.

☐ I would like to change my status from audit to credit for the course(s) below.

<table>
<thead>
<tr>
<th>Semester / Year</th>
<th>CRN</th>
<th>Course Prefix</th>
<th>Course Number</th>
<th>Course Section</th>
<th>Course Title</th>
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I understand:

- I must meet all course prerequisites and any other course requirements.
- I may not change my status from audit to credit or from credit to audit after the drop/add period.
- Tuition and fees for auditing a course are the same as for completing the course for credit.
- Any course completed as audit status is not eligible for proficiency testing.
- Auditing a course is contingent upon departmental approval.

I have read and understand the information provided to me concerning this course audit form.

Student’s Signature: ___________________________________________ Date: _______________

Official Use Only:
Departmental approval: ______________________________________ / ______________________

Name Date

Processed by Records Staff: ______________________________________ / ______________________

Name Date

Revised 2/18/2020