

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.

Semester / Year	CRN	Course Prefix	Course Number	Course Section	Course Title

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: _____

FOR OFFICIAL USE ONLY:

Departmental approval: _____ / _____
Name
Date

Processed by Records Staff : _____ / _____
Name
Date