

Course Audit Form

Instructions: This form is for Central Carolina Technical College (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 before the end of the drop/add period.

- Student must meet all course prerequisites and any other course requirements.
- Student may not change 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 will not be eligible for proficiency testing.
- Auditing a course is contingent upon departmental approval.

Student Information:

Student ID Number: _____ **Student Phone Number:** _____

Student Name: _____

Check one of the options below:

- I would like to change my status to audit for the course(s) listed 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) listed below.

1. **CRN:** _____ **Course Prefix/Number:** _____ **Course Section:** _____

Course Title: _____

2. **CRN:** _____ **Course Prefix/Number:** _____ **Course Section:** _____

Course Title: _____

3. **CRN:** _____ **Course Prefix/Number:** _____ **Course Section:** _____

Course Title: _____

4. **CRN:** _____ **Course Prefix/Number:** _____ **Course Section:** _____

Course Title: _____

Physical signatures are required.

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

Student Signature and Date

Department Chair/Program Manager Signature and Date

OFFICE USE ONLY:

Student Records Staff Initials: _____ **Date Processed:** _____ **Term:** _____