

Directions:

Complete this form and return to the Office of the Registrar in Nitze 301 no later than the last day of the class within the academic term.

For more information on auditing courses please see [The Red Book Academic Procedures Manual](#).

Reminder**

Students must obtain permission from academic advising to take five non-language courses for credit in a semester if they are 1) taking a language, 2) have past failing grades or 3) have current Incomplete grades. For all other students, no permission is needed as long as they have met the language requirement for graduation and also have a minimum grade point average (GPA) of B+ (3.33).

Interactive Form: Please type

IMPORTANT: Requests will not be processed for students with outstanding financial holds on their student accounts. Please monitor your ISIS self-service accounts for "Alerts" before submitting this request.

This form certifies that the student audited the course listed during the current semester.

Date of Request _____ SSN* (optional) or Date of Birth _____

Last Name (*during enrollment*) First Middle

Phone Email

I am a half-time status MIPP student (*Tuition will be applied to courses changed to for-credit status.*)

Course #: SA. _____ Course Name: _____

Academic Term/Year:

SPRING Semester _____ FALL Semester _____

Instructor Name: _____

Instructor Signature Date

Student Signature Date

General Advisor Signature Date
(approval for 5th course)