



# Authorization to Audit a Course

**DISCLAIMER:** Please download the form, fill out all information, SAVE the form to your computer and then submit your completed application to your Advisor.

**(Failure to save the form will result in a loss of all typed information)**

Before selecting courses to be recorded as Audit, please note:

- For a full semester course (15 week), the deadline is the end of the first six (6) weeks.
- For a 5-week session course, the deadline is the end of the (2nd) week.
- For the 10-week session course, the deadline is the end of the 4th week.

\*\*\*Grading Policy: No grade (s) will be assigned and no credit (s) is given for Audited courses.

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ CWID No: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Do you meet any of the following: Student Athlete  Veteran  International  OSD  TAA  WIOA

|         |        |            |                |                |
|---------|--------|------------|----------------|----------------|
| _____   | _____  | _____      | _____          | _____          |
| (CRN #) | (Sub.) | (Course #) | (Course Title) | (# of Credits) |
| _____   | _____  | _____      | _____          | _____          |
| (CRN #) | (Sub.) | (Course #) | (Course Title) | (# of Credits) |
| _____   | _____  | _____      | _____          | _____          |
| (CRN #) | (Sub.) | (Course #) | (Course Title) | (# of Credits) |
| _____   | _____  | _____      | _____          | _____          |
| (CRN #) | (Sub.) | (Course #) | (Course Title) | (# of Credits) |

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Advisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Department Chair Signature

\_\_\_\_\_  
Date

Please note: It is the students' responsibility to contact Student Accounts @ 724-938-4431 regarding any additional tuition and fees that maybe associated with auditing a course.

\*\*\* Department Chairs – Please forward signed form to Academic Records for processing. \*\*\*

Email: academicrecords@calu.edu