



Course Audit Request Form

Last Name First Name Middle Initial Student ID Number

Phone Number

If this is the first time taking a course at UCC, you must complete an Application for Admission prior to registering or auditing a course.

Section 1 – INSTRUCTIONS and COST

AUDIT INSTRUCTIONS

- Meet with instructor to get approval to audit course.
- Submit the completed form to the Registration and Records Office within the first 10 Instructional Days of the term. *Audit forms are NOT accepted prior to the first day of the term.*

AUDIT COSTS

- First time course is audited – 50% tuition and 100% fees.
- Subsequent audits of course. Must be same course (*For example, cannot be PE185MA for PE185MB*) – 0% tuition and 100% fees.

Section 2 – COURSE INFORMATION & APPROVAL

TERM & YEAR: ☐ Summer ☐ Fall ☐ Winter ☐ Spring **YEAR:** _____

Course Information			
CRN No.	Course No.	Course Title	Credits
40457	SP 111 (Ex.)	Speech	4

Have you previously audited this course at UCC? ☐ **Yes** ☐ **No** If yes, when? **Term:** _____ **Year:** _____

I understand that by auditing this course, I will not receive course credit or a grade, and I am responsible for payment based upon the audit policy.

Student Signature _____ **Date:** _____

Signifies Approval & Authorization

Instructor Signature _____ **Date:** _____

Signifies Approval & Authorization

Registration and Records Office USE ONLY

- ☐ First time auditing this course
☐ Previously audited this course

Date:

Initials:

Cashier Office USE ONLY

Waived Amount: _____

Date:

Initials: