

Course Audit

Semester & Year: _____

Student Name: _____ Banner ID: _____

Subject, Course & Section: _____

Type of Audit (Select ONE):

Course Audit - Students who audit a course do not receive credit toward graduation or a grade for the course; but because they audited the course, it is recorded on their transcript with the AD (Audit) grade. Audit students are required to attend regularly. Failure to do so can result in a grade of AW. Students must obtain permission from the appropriate dean to audit a course and pay the normal tuition for the course where appropriate. Change of registration from credit to audit status must be carried out through an Enrollment Services Counselor in Rodman 205/206 during the first two weeks of the semester.

Dean's List Audit - Dean's List students who have earned 60 semester hours of credit at John Carroll toward graduation, and who attain the distinction of being on the Dean's List in any given semester, may during the course-change week of the following semester, with permission from the appropriate academic dean, register to audit one course without a fee. Such students are required to attend their audited courses. The Dean's List audit privilege may **not** be used for any course for which students have already registered. Normal course auditing policies apply.

Audit for Honors Program Students - All Honors Program students in good standing, who have completed at least 32 hours of course work at John Carroll University, are eligible to audit one course a semester without fee. Permission to audit a course must be obtained from the director of the Honors Program and the appropriate academic dean. Students are expected to meet the normal attendance requirements of the audited course. A student must register for the course to be audited during the first week of classes. Any earlier registration for the course to be audited invalidates the privilege of a free audit for that course. Normal course auditing policies apply.

Student's Signature: _____ Date: _____

*Advisor's Signature: _____ Date: _____

*Freshmen (those with fewer than 25 hours completed) must have approval of their academic advisor and the appropriate assistant dean.

*Honors Program Director Signature: _____ Date: _____

*Required for students requesting an Honors Program Audit.

Assistant Dean's Signature: _____ Date: _____

Return this form to Rodman 205/206 for processing.

Operator's Initials: _____ Date Processed: _____