

AUDIT ENROLLMENT REQUEST

_____	_____	_____	_____	_____
JCCC ID#	Last Name	First Name	MI	Date of Birth
_____	_____	_____	_____	_____
CRN# (Ex: 14988)	Course (Ex: BIOL 122)	Semester/Year	Credit Hrs. (Ex: 3)	Start Date of Course

What is audit enrollment?

Auditing a course means a student attends a course regularly without being required to take exams, complete assignments, or perform other tasks required to earn a grade. Students receive no credit for audited courses. Audited courses will not be considered in determining full-time or part-time enrollment status and may not satisfy enrollment requirements for graduation purposes.

When can I enroll to audit a course?

Students may not enroll to audit a course until the first day the class meets. Requests to audit a course will be granted only if space is available in the course and permission has been given by the appropriate academic department. Credit enrollment cannot be converted to audit status and audit enrollment cannot be changed to credit enrollment. Students may not enroll for credit, drop the course, and then re-enroll for audit in the same course section.

How much does it cost to audit a course?

Tuition and fees are the same as that charged for credit courses. Students eligible for the 60+ tuition discount for credit courses will not receive a reduction in tuition for audited courses. Financial Aid cannot be used to pay for audited courses. For audit enrollment, payment is due on the same day you enroll.

I understand that:

- ✓ I will not earn any college credit for this course.
- ✓ I cannot convert my audit enrollment in a course to earn college credit.
- ✓ I cannot change to audit status in a course I am currently enrolled in for credit.

_____	_____	_____
Student's Signature	Date	Daytime Phone Number
_____	_____	_____
Instructor's Signature	Date	Phone Extension
_____	_____	_____
Department Administrator's Signature	Date	Phone Extension

**Return completed form to the Success Center on the 2nd floor of the Student Center.
Bring a copy of your class schedule to show your instructor you have enrolled to audit.
Audit students do not appear on the instructor's class roster.**