

SHIPPENSBURG UNIVERSITY

Authorization to Audit Course

Authorization to audit a course must be obtained and filed with the Registrar's Office within the first class week of the semester.

Instructions:

1. Student must be scheduled and have paid for course.
2. Student obtains form from the Registrar's Office, completes items a-e and submits form to course instructor.
3. If authorization is granted, the instructor signs form.
4. Student presents form to College Dean for signature.
5. If authorization is granted, the College Dean signs and the student returns form to Registrar's Office within the first week of the semester.

Student – Last Name (a)	First	Middle	Student ID Number (b)
Semester & Year (c)	Course Title (d)		Course Number & CRN (e)
Signature – College Instructor (f)			Date
Signature – College Dean (g)			Date

Registrar's Office 04-2019