



AUDIT APPLICATION

(For all current Wheaton College students)

Deadline: 2nd week of course

Student # Last Name First Name

UG MA PhD
Circle Class

CRN Dept Course # Quad Semester/ Yr Instructor

Free Audit _____ (Full time Graduate Students Only)	Paid Audit _____ (\$50)
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INSTRUCTIONS:

Have this form approved by the instructor **after** classes begin and return to the Registrar’s Office by the **last day of the 2nd week** of the course. Full-time graduate students may audit **one** course (up to 4 hours) per semester without a fee. Audits for undergraduate students will be charged a \$50 audit fee per course. There is a maximum of 2 audits per semester, per student. Any applicable course fees are charged for all audits.

NOTE: *Some courses cannot be audited (e.g. private lessons, independent study, foreign language to prepare for competency testing.)*

Transcript Audit Policy

Audits will appear on a student’s transcript with an “AU” (audit) if the following requirements are met:

- Attend at least 75% of the class sessions.
- Complete course assignments as determined by the instructor (e.g. reading, class exercises, class discussion). Major papers and final exam are not required. The specific course requirements to complete a transcript audit are at the discretion of the instructor.

Instructor’s Approval _____ **Date** _____

Student’s Signature _____ **Date** _____