

Return this form with required signatures to the University Registrar's Office, The Hub, 7th Floor, KMITL Central Library

## Course Audit Approval

### STUDENT INFORMATION

Student CMKL ID & Email: \_\_\_\_\_

Student Name: \_\_\_\_\_  
Last/Family, First and/or Preferred, MI

Program: \_\_\_\_\_

Semester (check one):  Fall  Spring  Summer-1  Summer-2  Summer-All Year: \_\_\_\_\_

### COURSE INFORMATION

Course Number: \_\_\_\_\_ - \_\_\_\_\_ Section: \_\_\_\_\_ Units: \_\_\_\_\_

Auditing is presence in the classroom without receiving academic credit, a pass/fail or a letter grade. The extent of a student's participation must be arranged and approved by the course instructor. A student wishing to audit a course is required to register for the course, complete the Course Audit Approval Form, obtain permission of the course instructor and their advisor, and return the form to the Registrar's Office prior to the last day to add a course.

Any student enrolled full-time (varies with each program) may audit a course without additional charges. Part-time or non-degree students who choose to audit a course will be assessed tuition at the regular per-unit tuition rate.

### SIGNATURES

Student: \_\_\_\_\_  
Print/Type Name Signature  Approve  Deny Date: \_\_\_\_\_  
mm/dd/yyyy

Academic Advisor: \_\_\_\_\_  
Print/Type Name Signature  Approve  Deny Date: \_\_\_\_\_  
mm/dd/yyyy

Course Instructor: \_\_\_\_\_  
Print/Type Name Signature  Approve  Deny Date: \_\_\_\_\_  
mm/dd/yyyy

Program Director: \_\_\_\_\_  
Print/Type Name Signature  Approve  Deny Date: \_\_\_\_\_  
mm/dd/yyyy  
*Required for graduate students only.*

### UNIVERSITY REGISTRAR'S OFFICE USE ONLY

Processed by \_\_\_\_\_ Date \_\_\_\_\_