



Registrar's Office
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Audit Contract

The audit option is a reasonable alternative for a student who wants to take a course but does not have the proper background. Students who audit a course pay the same tuition and fees they would if they opted for a grade; however, they receive no academic grade or grade points, and the course may not be included in the credits needed for full-time status for financial aid purposes. While no final grade is submitted, students do have the right to take exams, write papers, and have them evaluated. Prior to auditing, students must discuss the criteria for a successful audit and receive written approval from their instructor.

STUDENT INFORMATION

Name (Last, First, Middle): _____

Student ID Number: _____

Southern Email: _____

COURSE INFORMATION

Semester: _____ Year: _____ Subject: _____ Course #: _____ Section: _____

AGREEMENT

I wish to take the course listed above under the audit option. I have read and understand the general regulations and information pertaining to the audit option and accept responsibility for the consequences of this election. I understand that once I have selected the audit option it will not be possible to revert to a graded option following the add/drop period for the course. I understand that this contract must be approved by my instructor prior to the start of the 4th week of the fall or spring semester, or prior to the start of the 2nd week for courses in a shorter term.

Student Signature: _____ Date: _____

INSTRUCTOR APPROVAL

Instructor Signature: _____ Date: _____

Note to Instructor: Please sign approved contracts only, forward to Registrar@SouthernCT.edu for processing, and copy the student for their records.