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136 Clinton Point Drive, Plattsburgh, New York 12901 (518) 562-4200 Fax: (518) 562-4158 www.clinton.edu

## Course Audit Agreement Form

**PURPOSE:** This form is used to sign up for a course as an auditor.

**POLICY:** Students who do not need or want credit for a course may enroll in that course as an auditor. Auditing allows the student to attend all lectures and discussions of the course, but the student normally does not take examinations or prepare papers or other outside work for the course, and cannot be required to do so.

To enroll as an auditor, the student registers for the course as an auditor and (with the exception noted below) pays the same tuition and fees charged to students enrolling in that course for credit. The auditor does not receive a grade or credit hours for the course, but his or her record will show that he or she did audit the course. The audit grade is noted with a 'U' on the transcript.

**SPECIAL NOTE FOR SENIOR CITIZENS:** Persons who have reached the age of sixty may register free as auditors in credit courses. Registrations for credit-bearing courses will be accepted on a space-available basis. Course-specific lab fees may be charged. All other stipulations noted above also apply to senior auditors.

**COURSE INFORMATION:** Please enter information on the course you wish to audit in the space below.

Course: \_\_\_\_\_ Semester: \_\_\_\_\_

Instructor: \_\_\_\_\_

**AGREEMENT:** *I have read and understand the above statement concerning course audit. I understand that I will not earn credit and that I will receive a 'U' grade from the instructor. Finally, I understand that once the course begins I cannot request that I receive credit. I agree to abide by all conditions listed above.*

Student Name: \_\_\_\_\_ ID # \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Cc: Bursar's Office  
Instructor

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### Office Use Only

Date Processed: _____
Processed By: _____