



AUDIT PETITION

Please return completed form to the Office of the Registrar (SBS 133).

Name _____ HSU-ID #

Address _____ City _____ State _____ Zip Code _____

Local Phone # _____ HSU Email* _____ Date _____

* If you will not be checking your HSU email account, you should log into [Account Center](#) to forward your HSU email.

Instructions and Information

Students desiring to register for a course as an "Auditor" will do so in the following manner:

Instructions

- 1) Add the course you wish to audit prior to the deadline to add courses.
- 2) Obtain the Instructor's permission to audit the course and have him/her sign the Audit Petition.
- 3) File the Audit Petition with the Office of the Registrar no later than the last day to add classes.

Semester in which you would like to audit: FALL SPRING SUMMER Year

CRN #	Subject	Course #	Section #	Units	Instructor Approval Signature
<input type="text"/>					Signed By
<input type="text"/>					Signed By
<input type="text"/>					Signed By

STUDENT'S SIGNATURE

Information

- An audit shall be permitted only after students eligible to enroll on a credit basis have had the opportunity to do so.
- There is no limit to the number of courses a student can petition to audit during a term.
- Courses audited must be paid for following the same fee structure as courses in which a student is normally enrolled.
- Once enrolled as an auditor, a student may not change to credit status unless the change is requested no later than the last day to add classes. For these procedures, contact the Office of the Registrar (SBS 133 • 826-4101).
- Regular class attendance is expected.
- A grade of "AU" will appear on the final grade roster. The course and the grade will appear on the permanent record.
- Audited courses do not earn grade points, are not counted in units passed, and are not counted in graded units attempted. Audited courses are not used in the calculation of grade point average.
- Courses audited are not eligible for inclusion in the determination of full/part-time status in the awarding of financial aid.

