SOUTHERN METHODIST UNIVERSITY | UNIVERSITY REGISTRAR

AUDIT (COURSE VISITOR) PERMIT

READ AND FOLLOW INSTRUCTIONS ON BOTTOM PORTION OF FORM

AUDITOR/COURSE IDENTIFICATION

1. Auditor's Name: _____
   Last First Middle
2. Student I.D. #: _____
3. Home Address: _____
   _____
4. Home Telephone: _____
5. Business Telephone: _____
6. Course: _____
   Class # Subject Catalog # Section
7. If you are currently enrolled, list your school-of-record: _____

REQUIRED APPROVALS

1. _____ _____
   Instructor/Dept. Chairperson
2. _____
   Academic Dean For Course
3. _____ _____
   Student Account Services Fee Paid
4. _____ _____
   Registrar Date

INSTRUCTOR: The above named auditor is authorized to attend your course when all the required approvals have been obtained.

R-R-390

Students desiring to audit (visit) a class, whether or not concurrently enrolled for regular course work, are required to process an Audit Permit form within the regular registration period. The following regulations are applicable:

1. Classroom recitation and participation are restricted; no grade is assigned and no credit is recorded; no laboratory privileges are included.
2. If credit is desired, the course must be registered for and repeated as a regular course and the regular tuition must be paid.
3. The auditor's name will not appear on class or grade rosters.
4. Regular admission and registration procedures are not conducted for auditors.
5. An auditor is authorized to attend a course only when an Audit Permit form has been completed and approved.

Instructions

1. Complete the Auditor/Course Identification portion of the form.
2. Obtain the required approvals in the order listed.
3. Bring signed form with all approvals to the Registrar's Office.