

## **AUDIT REQUEST FORM**

Quarter	Year

ID Number: G#		Last Name		First Name		Midde Name			
Home Address	Home Address City			State/Country Zip Code		Phone N	Phone Number		
Degree Program		Advisor		Fuller Email:			Birthdate		
5-DIGIT CRN	CATALOG NUMBER		COURSE TITLE	ļ		INSTRUCTO	2		
Please select your Auditor Category:									
Active Student (enrolled and registered for-credit now or within past 4 quarters)									
Spouse of Active Student									
Admitted Audit-Only Student									
Fuller Graduate: List Degree & Year of Graduation									
ADVISOR SIGNATURE (verifying status checked above)									
Auditing is a form of course registration through which no credits are earned and no tuition is charged. Once registered, audits cannot be dropped and no refund of fees of fees given. No transcript record is created, and the audit cannot be verified at any time by any Fuller personnel. Enrollment as an auditor is subject to the following conditions, including: limitations of class size, prerequisites met, faculty approval and any special requirements or exclusions for auditing a particulate academic program, course or course type.  Audit Registration opens Monday week 2 of the quarter at 8:00 am (PST) on a first-come, first-served, space-available basis. Auditors are permitted to register after the registration window ends for credit-earning students. No one is guaranteed an audit, as spaced is limited. Audit Registration concludes on Wednesday									
week 2 of the quarter. Access to the Canvas course shell is only possible after this audit registration is officially processed by the Registrar's Office.									
To register, submit the completed Audit Request form with the required Advisor's signature to <a href="reg-services@fuller.edu">reg-services@fuller.edu</a> (Registrar's Office) from your Fuller email address.									
FEES: Both the appropriate Audit Fee (per class) & the Student Services Fee (per quarter) will be charged as listed on Fuller's website at <a href="https://www.fuller.edu/offices/sfs/tuition-and-fees/">https://www.fuller.edu/offices/sfs/tuition-and-fees/</a> . Payment is due at the time of audit registration. To make your payment GO to <a href="https://www.fuller.edu/students">www.fuller.edu/students</a> and click on the Payment Icon.									
<b>ONLINE AUDITING</b> : Auditors must fully participate, which means completing all assignments and discussions but receiving no grade and no evaluation from the instructor.									
IN-PERSON AUDITING (on a physical campus): Auditors may attend the class in week 1, as long as there are seats available not being used by for-credit students. Auditors will not be able to continue auditing if the class fills with for-credit students. The level of participation permitted beyond this is entirely up to the professor.									
The audit registration information listed above accurately represents my request in every detail. I understand that audit registrations, once entered, cannot be dropped or refunded. I understand and accept the terms and fee(s) of this registration.									
Auditor Signature		Date							