



800 College Court, New Bern, NC 28562

252-638-7200

305 Cunningham Blvd, Havelock, NC 28532

252-444-6605

## PERMIT TO AUDIT CLASS

STUDENT'S NAME \_\_\_\_\_ DATE \_\_\_\_\_

CURRICULUM \_\_\_\_\_ ID # \_\_\_\_\_

SEMESTER: \_\_\_\_\_ FALL \_\_\_\_\_ SPRING \_\_\_\_\_ SUMMER \_\_\_\_\_ YEAR \_\_\_\_\_

COURSE PREFIX	NUMBER	SECTION	TITLE	MEETING DAYS	TIME	CREDIT HOURS

- Registration and payment required prior to completion of this form. Course prerequisites must be met for enrollment.
- College policy requires a student who audits a course pay regular tuition and fees, be fully admitted to the college, and be in regular attendance. Senior citizens (age 65 and older) may audit curriculum and continuing education courses tuition-free as space allows. Senior citizens are responsible for course materials and fees.
- An audited course does not count in earned hours toward graduation.
- Changing a course from credit to audit could affect status as a full-time student, which may impact financial aid.
- An audited course does appear on transcripts.
- Audit hours will not be used when determining enrollment status for financial aid.
- A change from credit to audit will only be allowed through the last day to withdraw per the published academic calendar. A change from audit to credit will only occur during the course registration period.

***Signatures needed, in this order:***

ADMISSIONS: \_\_\_\_\_

ADVISOR: \_\_\_\_\_

FINANCIAL AID: \_\_\_\_\_

RECORDS: \_\_\_\_\_

FOR OFFICE USE ONLY:

NOTIFIED: \_\_\_\_\_ Student Accts \_\_\_\_\_ Instructor(s) \_\_\_\_\_ Chair(s) \_\_\_\_\_ Dean(s) \_\_\_\_\_ DATE \_\_\_\_\_