Audit Request
NORTH CAROLINA STATE UNIVERSITY
Department of Registration and Records
1000 Harris Hall

Information and Instructions:

- University Regulation 02.20.4 (http://policies.ncsu.edu/regulation/reg-02-20-04) requires students wishing to audit a class to obtain permission of their adviser and the department offering the class.
- Use this form to:
  - Add a class for Audit, before the last day to enroll.
  - Change a class to Audit before the last day to drop, provided this change will not drop the student below full-time status.
- **NOTE:** A Schedule Revision Form is required, instead of this form, for:
  - Changes to Audit that result in a drop below full-time status after the last day to enroll.
  - Changes to Audit after the drop deadline.

NAME _____ ID NUMBER _____
Last First MI

SEMESTER/YEAR _____
Fall, Spring, or SSI/ SSII

☐ Add course for Audit ☐ Change course to Audit

COURSE ABBR.:	COURSE NUMBER:	SECTION NUMBER:	CREDIT HOURS:

Student's Signature: _____ Date _____

Adviser Approval – Approval of the student's adviser

Name (printed): _____

Signature: _____ Date _____

Department Approval - Approval of the department offering the class

Name (printed): _____

Signature: _____ Date _____

Dean's Approval - Approval of the Dean of the college offering the class
(Required only if the requested class is offered by the Poole College of Management)

Name (printed): _____

Signature: _____ Date _____

*__Completed forms should be delivered to Registration and Records in 1000 Harris Hall for processing.__