



Office of the USCB Registrar

Audit Course Registration Exception Form

Submit this form to request audit registration transactions which are not available on Self Service Carolina. Refunds associated with these transactions are based on published course registration deadlines.

In order to submit this form you must answer NO to both questions below.....

NO **YES** Are you submitting this form to register/add a course as audit after the last day to add/drop? If you answered yes, you must complete the Late Registration Form.

NO **YES** Are you submitting this form after the last day of class? If you answered yes, you cannot submit this form.

Student Name: _____
Last First Middle Initial

Student USC ID: _____

Term: Fall Spring Summer Maymester/Summer I Summer II Year: _____

REQUESTED ACTION	COURSE		COURSE CRN	CREDIT HOURS
	SUBJECT	COURSE#		
Add Audit Students must be registered in the course before submitting this form.				
Change Audit To Credit (Through the Last Day to Add/Drop)				
Drop/Delete Audited Course (Through the Last Day to Add/Drop)				
Withdraw-W Grade (After Last Day To Add/Drop)				

Student Signature: _____ Date: _____

Instructor Signature: _____ Date: _____

AUDITING POLICY

SCIENCE LABS CANNOT BE AUDITED
AUDITED COURSES MAY NOT BE REPEATED FOR CREDIT

Signing this form acknowledges that this request may affect fees and financial aid eligibility