

Print Form



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 USCB 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: \_\_\_\_\_

Processed in the USCB Registrar's Office by: \_\_\_\_\_

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***