



REQUEST FOR AUDIT OR PASS/NO CREDIT GRADING

IMPORTANT: Student must be registered in the designated course prior to submitting the form.

- **Undergraduate** students are permitted to take one course each academic year with a **PASS/NO CREDIT** grade type.
- Students may not elect **PASS/NO CREDIT** grading in more than four courses or in courses taken to satisfy their major program or University degree requirements.
- Students do not earn academic credit for courses taken with an **AUDIT** grade type; however, **standard course fees are assessed.**

Student Name: _____
Last First MI

Student ID #: 800-_____-_____ Current Major: _____

Course:_____ Section:_____ Term & Year: _____

Requests for **AUDIT** must be approved by the department offering the class.

Approval Signature: _____ **Date** _____

Requests for **PASS/NO CREDIT** must be approved by the student's major department.

Approval Signature: _____ **Date** _____

*Return approved form to the Office of the Registrar **on or before** grade type deadline noted in the Academic Calendar online.