

Complete and return this form to:

University of Rochester - Simon Business School
Office of the Registrar
2341 Carol Simon Hall
Box 270100
registrar@simon.rochester.edu
Phone: (585) 275-8071 / Fax: (585) 276-0244



AUDIT FORM

Directions

- Use this form to audit a course or change the grading status from audit to back to credit. Students may not change the grading status (credit to audit or audit to credit) after the add/drop period has ended.
- Please review the Student Handbook for information on Course Audits.
- There is a fee for auditing a course and no refund is given for withdrawing from an audited course. Scholarships and Take 2 vouchers do not apply to audited courses.
- Ph.D. students are not allowed to audit courses.

Student Name: _____ **UID#:** _____
Please print Last First MI

Student Signature: _____ **Date:** _____
month/day/year

Program: _____

Advisor's Signature: _____ **Date** _____ **Print Name** _____

Term: Fall A Fall B Spring A Spring B Summer Academic Year: _____

Request to audit:

Course Number/Section/Title	Instructor's Signature	Print Instructor's Name
_____	_____	_____

Change from audit to credit:

Course Number/Section/Title	Instructor's Signature	Print Instructor's Name
_____	_____	_____

Registrar's Office Use Only

Revision: 8/2022

Date Received: _____ Date Processed: _____ By: _____ No hold: _____ Bursar's Office notified: _____