



Registration and Records
 PO Box 967
 Roseburg, Oregon 97470
 541.440.4604 | 541.440.7713
 Registration@umpqua.edu

Course Audit Request Form

Last Name First Name Middle Initial Student ID Number

Phone Number

If this is the first time taking a course at UCC, you must complete an Application for Admission prior to registering or auditing a course.

Section 1 – INSTRUCTIONS and COST

AUDIT INSTRUCTIONS

- Meet with instructor to get approval to audit course.
- Submit completed form to the Registration and Records Office within the first 10 Instructional Days of the term. *Audit forms are NOT accepted prior to the first day of the term.*

AUDIT COSTS

- First time course is audited – 50% tuition and 100% fees
- Subsequent audits of course. Must be same course (*For example, cannot be PE185MA for PE185MB*) – 0% tuition and 100% fees

Section 2 – COURSE INFORMATION & APPROVAL

TERM & YEAR: Summer Fall Winter Spring **YEAR:** _____

Course Information			
CRN No.	Course No.	Course Title	Credits
40457	SP 111 (Ex.)	Speech	4

Have you previously audited this course at UCC? Yes No If yes, when? **Term:** _____ **Year:** _____

I understand that by auditing this course, I will not receive course credit or a grade, and I am responsible for payment based upon the audit policy.

Student Signature _____ **Date:** _____
Signifies Approval & Authorization

Instructor Signature _____ **Date:** _____
Signifies Approval & Authorization

<p>Registration and Records Office USE ONLY</p> <p><input type="checkbox"/> First time auditing this course <input type="checkbox"/> Previously audited this course</p> <p>Date: _____ Initials: _____</p>	<p>Cashier Office USE ONLY</p> <p>Waived Amount: _____</p> <p>Date: _____ Initials: _____</p>
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