

Audit Authorization Form

Auditing a Course

An auditor is a person who has permission to attend a course but is not taking it for credit or a grade. Admission to the class is on a space-available basis and requires the instructor's consent as indicated by their signature on an audit authorization form, which must be filed in Enrollment Services before the end of the "add" period (14 days in Fall and Spring semesters, deadlines according to the academic calendar for Summer Sessions and J Term). The instructor determines the extent of the auditor's participation in class activities. The auditor's name does not appear on official class rosters, no grade is issued, and the course is not added on an end-of-term grade report or permanent academic record (transcript). A degree-seeking student enrolled in at least one other course may audit a course without tuition charges, though course fees may apply. All other persons are charged an amount equivalent to tuition for one credit and course fees, if there are any, which must be paid at the time of handing in the audit authorization form. Auditing is not permitted in noncredit courses.

Send Completed Form To:

University of Rhode Island
Enrollment Services Green Hall
6 Rhody Ram Way
Kingston, RI 02881 USA

Phone: (401) 874-9500 **Fax:** (401) 874-2910

Email: enrollment-group@uri.edu

Website: web.uri.edu/enrollment

Student Name

Student ID number

Date of Birth (mm/dd/yyyy)

Email address

Preferred phone number

Course code and Section number

Semester and Year

Instructor name

Student Signature: _____

Date: _____

The above student has permission to audit the class (signatures required).

Instructor Signature: _____

Date: _____

Enrollment Services Signature: _____

Date: _____

Please return completed form to Enrollment Services, located in Green Hall, or fax to 401-874-2002. Please note that switching from audit to earned credit is not allowed after the formal add period.

