

UNDERGRADUATE COURSE AUDIT FORM

- Complete this form and obtain the signature of the Teaching Department of the course you wish to audit.
- Return the completed and authorized form to The ServiceHub (POD150) for processing.
- Refer to the 'Significant Dates' section of the current Undergraduate Calendar for deadline dates to enrol. Forms received by The ServiceHub (POD150) after the final date to enrol for a semester will not be processed.
- **Please note:** For course audit charges please consult with The ServiceHub (POD150).

PART 1 (a): To be completed by Student

Ryerson Student Number

First Name (s)

Last Name

Program Name (e.g. Journalism, Business Management, etc.)

Plan/Major (e.g. Building Science, Human Resources Management, etc.)

I am requesting to audit a course in the following semester(s):

(Please check one or all boxes as applicable)

Fall

Winter

Spring/Summer

Course Code

Course Title

PART 1 (b): To be completed by Student

I understand that:

There is an applicable charge for auditing a course.

An AUD designation will be assigned for classes being audited. An AUD designation is not included in GPA calculations, or in establishing an Academic Standing, or as academic program credit.

Signature of Student

Print Name

Date

PART 2: To be completed by Teaching Department

I approve the above - named student to audit the class indicated

YES

NO

Signature of Department Representative

Print Name

Date

PART 3: To be completed by The ServiceHub and Operations Support

YES

Signature of Client Services Representative

Date

NO

Signature of Operations Support Representative

Date