



MARINE INSTITUTE

LETTER OF PERMISSION Request for Permission to Audit Course

Name: _____

Program: _____ Term: _____

Student Number: _____ Telephone Number: _____

MARINE INSTITUTE COURSE(S) TO BE AUDITED:

Course Name: _____ Course Number: _____

Course Name: _____ Course Number: _____

An Auditor is a student who is awarded permission, in writing by the School, to attend lectures in a course on the understanding that he/she may not participate in any assignments, examinations or any other form of evaluation offered for the course involvement. Such permission will be contingent upon seat availability in the course and the satisfaction of the instructor of the course that having a student audit the course will not be a disruption for him/her or the remainder of the class.

Once a student has registered to audit, he/she may not change their status to earn credit. Nor will a student who has registered for credit in a course be permitted to change his/her status to Audit.

The Student may, in succeeding semesters, take any course for credit that was previously audited. Auditing students must present a signed Permission to Audit Form to the Office of the Registrar. Permission to audit a course will not be granted until the number of students registered for credit in the class is known.

Student=s Signature

Date

FOR OFFICE USE ONLY			
Application Status:	Approved	<input type="checkbox"/>	Denied <input type="checkbox"/>
Instructor Signature:	_____	Date:	_____
School Head Signature:	_____	Date	_____
Registrar Signature:	_____	Date	_____