

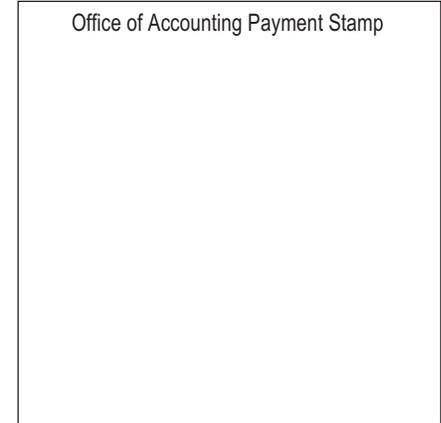
CLASS AUDITOR PERMIT

Last name _____ First name _____ Middle name _____

UT EID: _____

Address: _____ City/State/ZIP _____ Phone: _____

Currently enrolled? Yes ___ No ___ If yes, in which college/school? _____



CLASS AUDITOR REGULATIONS

- Permission to audit a course may be secured from the instructor only after the first class day.
- Permission to audit entitles the student to attend class, but not to submit papers, participate in class discussions, laboratory, fieldwork, or receive evaluations. No academic record or transcript is provided.
- Payment of the non-student audit fee (see below) does not entitle the individual to university student privileges.

PROCEDURE FOR CURRENTLY ENROLLED STUDENTS

- Secure the signature of the instructor for each course to be audited.
- Secure your academic dean's approval; the dean's office will forward the permit to the registrar for processing.
- Once the approval process is completed, you may not register for the same class in the same semester.

PROCEDURE FOR NON-STUDENTS

- Secure the instructor's signature for each course to be audited.
- Take this form to the cashier (Office of Accounting) in Main 8 to pay the fee, if required.
(The cashier will forward the paid permit to the Office of the Registrar.) If no fee is required, take the form to the Office of the Registrar.

FEE

- A fee of \$20 per course is required of individuals under the age of 65 who are not currently registered at the University.
- As per policy in the UT Handbook of Operating Procedures (5-2140 / VII. E.), *"the requirements set forth in this policy also apply to an eligible employee who wishes to audit up to three (3) semester hours of course work at The University of Texas at Austin. The employee will be exempt from the auditing fee."*
- If library privileges are desired, a courtesy borrower card may be purchased at PCL Circulation Services.

I request permission to audit the following course(s) during: fall ___ spring ___ summer ___, 20 ____

| Unique Number | Course Abbr/Number | Meeting Day | Meeting Time | Instructor's Approval | Date | Dean's Approval (Required for registered students and those auditing a law course.) | Date |
|---------------|--------------------|-------------|--------------|-----------------------|------|---|------|
| | | | | | | | |
| | | | | | | | |

NOTICE CONCERNING YOUR INFORMATION

The Texas Public Information Act, with a few exceptions, gives you the right to be informed about the information that the University of Texas at Austin collects about you. It also gives you the right to request a copy of the information and to have the University correct any of that information that is wrong. You may request to receive and review any of that information, or request corrections to it, by contacting the University's Public Information Officer, Office of Financial Affairs, PO Box 8179, Austin, Texas, 78713 (e-mail: cfo@www.utexas.edu)



The University of Texas at Austin
Office of the Registrar