SAINT JOSEPH’S UNIVERSITY
CHANGE FROM CREDIT TO AUDIT

Term: __________________________

Check One:
_____ College of Arts and Sciences Course      _____ Graduate Program Course
_____ Haub School of Business Course           _____ Continuing Education Course
_____ College of Professional and Liberal Studies Course

1 Student Name: ________________________________________________________________
Student Identification Number: _____ _____ _____ _____ _____ _____ _____
College:   _____ Arts & Sciences Students
          _____ Haub School of Business Students
          _____ College of Professional and Liberal Studies Students
          _____ Graduate Program Students
Class Level: _____ Freshman       _____ Sophomore       _____ Junior       _____ Senior       _____ Other
Major:   ________________________________________________________________

2 Permission is requested to change status from credit to audit in the following course:

   CRN #   Subject   Course #   Section #   Credits   Instructor

   Signature of Student: __________________________________________ Date: __________

3 Request has been discussed with the student and is _____ recommended  _____ not recommended
   Instructor: __________________________________________ Date: __________

4 Request has been   _____ approved   _____ not approved
   Signature of Associate/Assistant Academic Dean: __________________________________
   Date: __________

To receive an audit grade (X), a student is required to attend scheduled classes and do regular course assignments and exercises. An auditor is not required to take the final exam or write a term paper. Exceeding the class cut policy determined by the professor will result in the grade being changed from audit (X) to withdrawal (W).