

# 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

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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: \_\_\_\_\_

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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: \_\_\_\_\_

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3 Request has been discussed with the student and is  recommended  not recommended

Instructor: \_\_\_\_\_ Date: \_\_\_\_\_

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4 Request has been  approved  not approved

Signature of Associate/Assistant Academic Dean: \_\_\_\_\_

Date: \_\_\_\_\_

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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).