EDMONDS COLLEGE

Audit/Credit Change Request

Student Name: _____   _____   _____
                              Last   First   Middle

ctcLink ID Number: _____   **Birthdate:** _____ / _____ / _____   **(MM-DD-YYYY)**

Email: _____

Quarter and year this request is for: ☐ Summer   ☐ Fall   ☐ Winter   ☐ Spring   20 _____

- This form is to request a change to or from an audit status. Auditing a class means that you're allowed to participate in the class, but no matter how well you do in the class, you'll receive an "N" grade (signifying "no credit earned").
- Auditing a class costs the same as it does to take it for credit, *unless* you're a senior citizen over 60 years of age trying to take the class on a space-available basis. To qualify for that process, you'll need to see the Senior Citizen's Reduced Tuition Program form, found on the Enrollment Services Forms page.
- After the 3rd day of the quarter, instructor's permission is needed to switch to/from credit/audit status. Prior to that, no permission is needed if you are already enrolled in the class.
- Be aware that if you're on financial aid, auditing a class may affect your funding.
- You may submit this form by emailing **registration@edmonds.edu**

List course info:

CLASS #	DEPT.	CATALOG #	SECTION	Audit or Credit?	INSTRUCTOR SIGNATURE (If changing after 3rd day of term)
[Example]: 12345	ENGL	101	03	☐ Audit ☐ Credit	[you may also forward an email]
_____	_____	_____	_____	☐ Audit ☐ Credit	_____
_____	_____	_____	_____	☐ Audit ☐ Credit	_____
_____	_____	_____	_____	☐ Audit ☐ Credit	_____
_____	_____	_____	_____	☐ Audit ☐ Credit	_____

Signature: _____   **Date:** _____