

**UNIVERSITY OF NORTH CAROLINA WILMINGTON  
OFFICE OF THE REGISTRAR**

**Graded Audit Course Registration Form  
(for Current Students)**

This option is for students who do not seek academic credit, but need to repeat a course beyond what the repeat rules allow and still have a letter grade appear on their transcript. This option may also be used by students who seek a graded audit for a course for which credit has already been granted through transfer work or special exam.

Each faculty member must approve the applicant for class participation by assessing the student's ability to perform in their class. The student must also receive the approval of their academic dean.

Auditors must pay regular tuition and fees for audited classes.

Student ID Number \_\_\_\_\_ Term:  Fall  Summer I Year: \_\_\_\_\_  
 Spring  Summer II

Name \_\_\_\_\_  
Last First Middle/Maiden

Telephone # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email: \_\_\_\_\_

**Instructions:**

1. List the course or courses for which you want a Graded Audit in the space provided below. **(See example)**
2. Contact the instructor of each course for approval and ask them to sign the form under "Instructor's Approval" indicating that there is space in the course and that you meet any criteria they establish for enrollment.
3. Meet with a representative (usually a associate dean) from your academic dean's office and ask them to sign the form indicating their approval of your plan.
4. Return the form to the Registrar's Office **before the end of the add/drop period.**
5. **The credits for classes being audited for grade do not count toward full-time status, loan deferment, or financial aid eligibility. Although the final grade will appear on your transcript, the grade will not be included in your grade point average and the credits will not be included in your credit total.**

Course Abbrev.	Course Number	Section Number	CRN	Course Title	Credit Hours	Instructor Approval
Example: <u>ENG</u>	<u>101</u>	<u>003</u>	12345	<u>English Composition</u>	<u>03</u>	<i>Instructor's Signature</i>

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Academic Dean's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Registrar's Signature \_\_\_\_\_ Date: \_\_\_\_\_