



Audit Registration Form

For persons other than full -time COA students.

Persons wishing to take courses at College of the Atlantic (COA) without receiving college credit may register to audit a class. The level of participation for an auditor may vary with the course and with the instructor. In order to audit a course, the student must have the permission of the instructor. An instructor may restrict or refuse auditors due to the nature of the course or because a class is filled with credit -seeking students, who have priority. The auditing option is not extended to group studies, workshops, tutorials, or independent studies.

An auditor is limited to one course per term. Formal registration and payment of the **\$203 fee** at the time of registration are necessary for attendance. COA staff members may audit one course per term free of charge.

How to register as an auditor

1. Provide the required information below.
2. Attend one class meeting and obtain the instructor's approval.
3. Submit this completed form to the Registrar's Office prior to the Add/Drop deadline (one week after the beginning of the term).
4. Pay the audit fee (plus any course fees) in the Business Office, obtain its approval below, then return the form to the Registrar's Office.

Auditor information

Last name (print clearly):

First name (print clearly):

Street address:

City:

State:

ZIP code:

Telephone:

Email:

Course

Course code	Course title	Instructor	Lab fees	Instructor approval (required)

Grade recorded: **AU** (audit — no credit).

Signatures

Auditor

Date:

Business Office (payment received)

Date: