

COURSE APPLICATION FOR STAFF/FACULTY (OR DEPENDENT), ALUMNAE & COMMUNITY MEMBERS

- (1) Requests are on a space-available basis with permission of the instructor and the Registrar.
- (2) Permission may be revoked at any time.
- (3) Permission to audit authorizes class observance only. Instructors are not required to review or grade any work completed by auditors.
- (4) No grades or credit will be awarded for audited courses.
- (5) An audited course can not be taken at a later date for credit

NEXT STEPS:

- **Consult the online Undergraduate Schedule** of Classes <https://ascagnes.agnesscott.edu/Student/Courses>.
- **Choose an undergraduate course and submit this application via email** attachment to registrar@agnesscott.edu; you will receive a follow-up email from the Registrar with information about course availability and registration.
- **Submit payment** to the Office of Accounting in person or by mail (Office of Accounting, Agnes Scott College, 141 E. College Ave., Decatur, GA 30030 (make check payable to "Agnes Scott College"). Tuition is at our current price per credit hour (most classes are 4 credits).
- **Current staff/faculty members** should also fill out the tuition remission request form and send it People and Culture.

DEADLINES:

August 1 for fall classes. December 1 for spring classes. Payment is due at time of registration by cash or check.

PLEASE ANSWER THE FOLLOWING:

1. **AFFILIATION:** Current staff/faculty member Alumnae Community Member
2. Auditors who have not yet earned a high school diploma must meet with the Associate or Assistant Dean of the College before seeking permission of the instructor. **I HAVE EARNED A HIGH SCHOOL DIPLOMA:** Yes No
3. **I WANT TO TAKE THE COURSE/S FOR:** Credit Audit

PERSONAL INFORMATION:

NAME _____

LAST

FIRST

MIDDLE

ADDRESS: _____

CITY

STATE

ZIP

DATE OF BIRTH: _____ E-MAIL ADDRESS: _____

PHONE NUMBER: _____ GENDER: _____

COURSE: _____

Subject/Number/Section (ex. PSY-101-A) AND Course Title

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Subject/Number/Section (ex. PSY-101-A) AND Course Title

NAME DURING ATTENDANCE (if different): _____

DATES OF ATTENDANCE: _____ GRADUATION DATE: _____

HONOR CODE AND SIGNATURES:

<https://www.agnesscott.edu/academics/scottie-support-suite/academic-catalogs.html>

Honor System Ethics and values are central to the purpose, curriculum and social life of Agnes Scott. The Honor System, one of the oldest in the country, is governed by students. Each student is expected to uphold the system's high standards and take personal responsibility for her integrity and behavior. In choosing Agnes Scott, a student accepts the Honor System as her way of life and formally adopts it by the following pledge: As a member of the Student Body of Agnes Scott College, I consider myself bound by honor to develop and uphold high standards of honesty and behavior; to strive for full intellectual and moral stature; to realize my social and academic responsibility in the community. To attain these ideals, I do therefore accept this Honor System as my way of life. For more information: phone: (404) 471-6137, email: registrar@agnesscott.edu

My signature indicates that all information contained in my application is complete, factually correct and honestly presented. Falsification of information on this application could jeopardize acceptance and enrollment. I have read the Honor Code and agree to abide by it.

SIGNATURE _____ DATE _____