

COURSE AUDIT APPLICATION FOR ALUMNAE & COMMUNITY MEMBERS

GENERAL INFORMATION:

Alumnae and members of the local community may audit courses at Agnes Scott College under the following guidelines:

- Course auditing is on a space-available basis with permission of the instructor and the Registrar. Permission to audit may be revoked at any time.
- 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
 - If no, obtain permission of Associate Dean of the College: _____
- Permission to audit authorizes class observance only. Instructors are not required to review or grade any work completed by auditors. **No grades or credit will be awarded for audited courses.**

TO REGISTER:

- Consult the online Schedule of Classes <https://ascagnes.agnesscott.edu>. Select “AscAgnes for Students” then “Search for Sections”.
- Choose a 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 (Buttrick Hall 108, Agnes Scott College, 141 E. College Ave., Decatur, GA 30030 (make check payable to "Agnes Scott College"). FEES: \$150 per credit hour (i.e. \$600 per 4 credit class).

DEADLINES:

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

Auditors are required to check in at the Registrar’s Office (Buttrick Hall 101B) on the first day of classes.

Affiliation: Current staff/faculty member

Alumnae

Community Member

Name: _____

DOB: _____

Address: _____

Email: _____

Phone: _____

Course(s): _____

For Office use:
Date: _____
Received by: _____