Enrolment Services 2700 College Way, Box 8500 Cranbrook, BC | V1C 5L7 250-489-8237 | 250-489-8219 Fax 1-877-489-2687 x 3237 Toll Free Scan and email to: reghelp@cotr.bc.ca



The Permission to Audit form is an agreement between an instructor and a student who intends to enrol in a course without receiving credit, as per College of the Rockies' 2.1.4 Course Audit policy. To change to "audit" status, the student must: 1. Obtain instructor permission to Audit form to Enrolment Services for processing. 3. Register and pay full furtion fees for the course, and purchase text books and supplies. SECTION A Completed by STUDENT Last Name: First Name: First Na									
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Semester & Year (e.g. Fall 2018) Course Name (e.g. ENGL) (e.g. 101) Course # (e.g. 101) SECTION B Completed by INSTRUCTOR The student agrees to meet the following course requirements, as detailed in course outline and/or syllabus: mark all that apply Preparation (specify which, if not all: course readings, homework, etc.) Attendance and Participation (specify which, if not all: group work, field trips, etc.) Assignments (specify which, if not all: papers, research projects, etc.) Exams (specify which, if not all: quizzes, tests, mid-term(s), final, group, oral, etc.) The instructor agrees to provide written/oral feedback on the student's work NOTE: Audited courses cannot be used to meet minimum course load requirements for Student financial assistance DECLARATION Freedom of Information/Protection of Privacy The College of the Rockies complies with the Freedom of Information/Protection of Privacy legislation of the Province of British Columbia. Information collected on this form is used in the normal course of College operations in accordance with this legislation. Please read the following before signing: I declare that the information contained in this form is to the best of my knowledge, complete and correct. I hereby agree to comply with the rules and regulations of the College. Student's Signature: Date: (YY/MM/DD) Instructor's Signature: Date: (YY/MM/DD)		st Name:	2:						
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$ \mathbf{x} $	Student's Signature:	Date: (YY/MM/D	DD) Instruct	or's Signature:		Date: (YY/	MM/DD	0)	
, 1	x		x						

NOTE: Students requesting a status change from "Credit to Audit" shall do so by the end of the fourth week for a 15-week semestered course, or the end of the second week of an intersessional semester, or 20% from the start of the course delivery hours.

Date:_

Change from Credit to Audit and entered into Colleague by: _

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