

Audit Enrollment Form

San Jacinto Campus
 1499 N. State Street
 San Jacinto, CA 92583
 Phone: (951) 487-3215
 Fax: (951) 654-6738

Menifee Valley Campus
 28237 La Piedra Rd.
 Menifee, CA 92584
 Phone: (951) 639-5215
 Fax: (951) 672-6548

Temecula Valley Campus
 41888 Motor Car Parkway
 Temecula, CA 92591
 Phone: (951) 639-5205

San Geronio Pass Campus
 3144 W. Westward Ave.
 Banning, CA 92220
 Phone: (951) 922-1327
 Fax: (951) 922-1408

I.D. #: _____ Semester/Year: _____

Name: _____ Phone: _____

Address: _____ City: _____ Zip: _____

Section #: _____ Course #: _____ Course Title: _____ Units: _____

RULES AND REGULATIONS FOR COURSE AUDITING:

- 1) Priority in class enrollment shall be given to students taking the course for credit; therefore, **enrollment for audit may ONLY be submitted during the second week of the class after all others that have petitioned for credit enrollment are accommodated.**
- 2) Auditing of a course is at the discretion and permission of the college and the instructor and should have no impact on enrollment capacity.
- 3) The audit fee shall be \$_____ per unit per semester or intersession. (Student enrolled in classes to receive credit for ten or more units shall not be charged a fee to audit three or fewer units per semester.)
- 4) A mandatory transportation fee of \$6 will be assessed at the time of enrollment for those who are not enrolled in any other units.
- 5) Once audit enrollment is completed, no student will be permitted to change his/her enrollment to receive credit or to reverse to audit.
- 6) The college may levy a fee for materials used by the student. This fee will be in addition to the auditing fee.
- 7) The college will maintain no attendance or transcript record.
- 8) No refunds will be made for student withdrawals unless the college cancels a course.
- 9) Rules and regulations pertaining to the credit students are applicable to the auditing student except tests and grade responsibility.

Reason for auditing: _____

I HAVE READ AND FULLY UNDERSTAND THE RULES AND REGULATIONS FOR AUDITING A COURSE.

 Student's Signature Date

 Instructor's Signature Date

 Instructor's Printed Name

Approved Denied

 Dean's Signature Date

OFFICE USE ONLY	
Audit Fee	\$ _____
Materials Fee	\$ _____
Office Signature	_____
Date	_____