REQUEST TO TAKE A COURSE

AUDIT            PASS/FAIL            NO CREDIT NO RECORD

Name:_________________________________________________________________________     ID#:__________________ ________________

Semester/Year:____________________ / _______________     Title:_______________________________________________________________

CRN: ______ ______ ______ ______ ______  Subject: ______ ______ ______ ______  Course#: ______ ______ ______  Section: _____ ______

Please check the grading mode you are requesting:

☐ Audit* (Graded solely as “AU”, although student may receive a V due to non-attendance. Cost per credit is not reduced.)

☐ Pass/Fail** (Undergraduate – Standard grades A through C convert to Pass; C- and grades lower equal failure.)
   (Graduate – Standard grades of A through B convert to Pass; B- or lower equal failure.)

☐ No Credit/No Record*** (required mode for Jesuit Volunteers)

* While an “AU” (audit) grade will be reflected on the academic transcript, the “AU” designation does not apply toward meeting any degree requirement.

** Courses taken as Pass/Fail will not count for core, major, or minor requirements.

*** Courses taken as No Credit/No Record will not be entered on the transcript and may never be converted to do so.

Student Signature:__________________________________________________________________________  Date:________________________

Advisor Signature:__________________________________________________________________________  Date:_________________ _______

(Matriculated/Degree Seeking Students Only)

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