

AUDITING REQUEST FORM

Auditing is not currently allowed in Bard College Berlin courses. In exceptional cases, a course instructor may submit a petition requesting that a student be given permission to audit a course. The instructor should complete the below form, providing a statement in support of the request to audit the course, and submit the form to the Registrar's Office. If permission is granted, the student must undertake to attend all classes and complete all reading work for the course. Auditing will be registered on the transcript (R=registration credit). Failure to meet auditing requirements will be recorded on the student's transcript, and permission to audit a course will not be granted a second time. Auditing is not permitted in language classes under any circumstances.

Student: Last Name _____ First Name _____

Program: _____ Semester: Fall Spring

Course to be audited: _____

Statement in support of request:

 Course Instructor (Name & Signature)

 Date

 Dean

 Date

xx
 Office use:

 Date received

 Date processed

 Processed by