



# Application for Auditing a Course

KUMC Office of the Registrar  
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Kansas City, KS 66160  
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Individuals may enroll in KUMC undergraduate and graduate-level courses for their own enjoyment and not for the attainment of a degree as an "auditing student." If you enroll as an auditing student, the University will issue a grade of "NE" ("Not Evaluated") for all courses you take that semester. A grade of "NE" signifies the inability of those courses to be used toward a degree or to be transferred to another university. For an explanation of auditing requirements and procedures, see the KUMC Office of the Registrar website. Complete applications should be submitted to the KUMC Office of the Registrar.

### SUBMIT THIS APPLICATION FOR EACH COURSE YOU ARE WISHING TO AUDIT.

Student Information			
Student's Name— Last, First, Middle			KUID # (If Applicable)
Address	City	State	Zip Code
Telephone Number		Email Address	
Date of Birth	Gender	Country of Birth	Country of Citizenship

Course Information			
This application is for (check ONE):    Spring 20__ __    Summer 20__ __    Fall 20__ __			
Course Subject Code	Course Number	Class Number	Credit Hours
Instructor's Name			
Instructor's Signature		Date	

Payment Information	
Payment Options: <input type="checkbox"/> Check or Money Order <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover	
Credit Card Number: _____	Security Code: _____
Expiration Date: ____ / ____	Zip Code: _____
Name on Card: _____	Signature: _____

I have read and understand all information pertaining to auditing a course. I understand that this course, and any other course I audit, will receive a grade of "NE" and will not be eligible to use towards a future degree or for transfer to another college/university. I also understand that this application will not be processed until one week prior to the first day of classes. If space is available, staff in the Office of the Registrar will manually enroll me in the course. A member of the Registrar's Office staff will also contact me prior to the first day of class to inform me of my enrollment status. I understand that as an auditing student, I am not assessed tuition or the required campus fee and don't have access to services covered by the fee. I also understand that I will be required to pay a \$100 non-refundable auditing student fee each semester that I audit courses.

Student's Signature	Date
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#### Office Use Only

Date Received:                      By:                      Payment Processed: