

University of Hawai'i at Mānoa Audit Approval Form

Level	Semester	Year

To audit a course, you must receive approval from the instructor. The grading option 'audit' must also be an acceptable grading mode for the course. Complete this form and bring it to the Admissions and Records Service Window, Queen Lili'uokalani Center for Student Services, room 010 by the deadline for adding classes or changing grading options. Please refer to the current *Schedule of Classes* for dates and additional information.

Credits taken for audit do not count towards full-time/part-time status for academic purposes. These credits are included in your total credit load for the semester for tuition purposes. Auditors do not take course examinations and receive no academic credit. The audited course will appear on your transcript with the "L" grade.

Name: _____ <div style="display: flex; justify-content: space-around; font-size: small;"> Last First M.I. </div>	UH Number: _____ - _____
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Add this course with 'Audit' as the grading option.					
<u>Course Subject</u>	<u>Course Number</u>	<u>Section</u>	<u>Course Reference Number (CRN)</u>	<u>Credit Hours</u>	<u>Grading Option</u>
_____	_____	_____	_____	_____	AUDIT
If approved, I will be changing from _____ to _____ credit hours.					
_____				_____	
Student's Signature				Date	

Instructor's Approval:	
_____	_____
Instructor's Name (Last, First, M.I.)	Office Phone
_____	_____
Instructor's Signature	Date



A&R Use: Operator _____ Date _____