AUDIT DROP FORM

This Audit Drop Form should be completed by any student who wishes to drop a course for which the student has enrolled as an auditor. Completed Audit Drop Forms should be submitted to Student Central for processing online via the Secure Contact Form (https://studentcentral.indiana.edu/contact/submit-question.html); select “Audit Class(es)” from the Topic menu.

Courses taken for credit/grade (rather than audited) cannot be dropped using this form. Students should drop courses taken for credit/grade as outlined here: https://studentcentral.indiana.edu/register/dropping-adding/index.html.

By signing and submitting this form, the student acknowledges that:
- Dropping this audited course may or may not result in a refund according to the current tuition refund schedule (https://studentcentral.indiana.edu/register/withdraw/dates.html).
- If this form is submitted after the 100% refund period, a grade of “W” will be applied to the student’s transcript for this course and a Late Schedule Change Fee of $23 will be assessed per course dropped. Drop requests received during the 100% refund period will not receive a grade and will not appear on the student’s transcript.
- Re-enrollment in this same class will require the student to begin the audit enrollment process again by submitting a new Audit Authorization Form; the original Audit Authorization Form cannot be reused.

Auditor Name: ______________________________________________________________________

Auditor University ID (UID): ______________________________

Term/Semester: ______________________________

Student Enrollment Status: (check one)
- □ I will remain enrolled in at least one other course for credit/grade this semester.
- □ I plan to audit another (different) course this semester, but will not enroll in any other courses for credit/grade. I understand that I will need to submit a new Audit Authorization Form (signed by the course instructor) for any additional course(s) I wish to audit.
- □ I am “audit only” and will not enroll in any other courses (for credit or audit) this semester. I understand that dropping this course will result in a complete term cancellation/withdrawal.

Audited Course(s) to Drop: Please provide complete course information for each audited course you wish to drop.

| Course # 1: | Subject Area & Catalog #  
(ex: ENG-W 131) | Class #(s)  
(section #’s for Lec, Lab, Dis, etc.) |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course # 2:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course # 3:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Student Signature/Authorization: __________________________________________________________  
(REQUIRED)

OFFICE OF THE REGISTRAR USE ONLY:
- □ Action Date: ____________  □ % Refund: ____________  □ LSCF override  
- Processed by: ___________ Date: ____________

v 5.2019