

Request to Audit Form



Newburgh Campus 1 Washington Center, Newburgh, NY 12550
 Middletown Campus 115 South Street, Middletown, NY 10940
 (845) 341-4140 • registrar@sunyorange.edu

Name of Student (Last, First, Middle Initial):		Student ID#: A			
Semester/Year:	Fall	Winter	Spring	Summer	

This form must be completed when requesting to audit a course. Students may change status from audit to credit or vice versa by the end of the third week of classes (or its equivalent; see Academic Calendar for deadlines). Not all courses are subject to audit.

- Instructors are not required to evaluate the work of audit students.
- Students who are receiving financial aid should consult with the Financial Aid Office before registering for or changing to audit status. Audited coursework may cause a student to become ineligible for TAP and other financial aid programs.
- **Normal tuition and fees are charged for all audited coursework.**
- Students are obligated to pay all tuition and fees in full regardless of whether they attend classes, unless they officially drop classes in accordance with the refund schedule published on the Student Accounts webpage: <https://sunyorange.edu/studentaccounts/refunds/index.html>

Credit to Audit Course					
CRN	Subject	Course	Section	Credits	Campus

Audit to Credit Course					
CRN	Subject	Course	Section	Credits	Campus

Reason for Audit Request:

Student Signature _____ Date _____