UNIVERSITY OF GUAM
UNIBETSEDÅT GUÅHAN

Enrollment Management and Student Success
Office of Admissions and Records
303 University Drive, Mangilao, GU 96923-9000
Tel: 671-735-2201/02/04/06/10/11/14
Email: admitme@triton.uog.edu

APPLICATION FOR ENROLLMENT AS AN AUDITOR

Please check **ONE**: ☐ AUDITOR (SPECIAL) ☐ AUDITOR (REGULAR)

AUDITOR (SPECIAL): A person 18 years of age or older and not currently enrolled in high school may attend undergraduate courses at the University as a special auditor if the person has not been admitted to the University or is not currently enrolled at the University. Since the person is not officially enrolled at the University, she or he is not required to pay application, registration, or other fees, nor is her or his name (or the course) recorded in the Office of Admissions or Records. The person receives no credit for such courses. She or he, however, is required to pay a fee equivalent to the tuition rate. A special auditor may make application to audit a course provided she or he:

- Procures the Special Auditor Form from the Records Office;
- Secures the signature of the instructor of the course;
- Takes the signed form to the Business Office and pays the prescribed special auditor's fee; and
- Presents the Business Office receipt to the instructor of the course as her or his admission to the class.
  Note: Special auditors, since they are not admitted to or registered at the University, may not change their status from audit to credit once they have paid the special auditor fee.

AUDITOR (REGULAR): A student who is regularly enrolled at the University may apply to attend classes without credit as a regular auditor. The auditor's participation in class will be as restricted or as extensive as the instructor shall indicate to the student. The student must (1) complete the Application For Enrollment As An Auditor available at the Office of Admissions and Records; (2) The student must obtain the written permissions of the instructor, write "audit" in the place of "credit hours" on the advisement and registration form. 3) Pay a fee equivalent to the tuition rate and registration fees. 4) Obtain the signatures of her or his advisor or the department head of her or his major, and the instructor of the course(s).

A student may not change a course from "credit" to "audit" status after the first four weeks of a regular semester (or after the first week of a summer session), nor change a course from "audit" to "credit'' status after the first three weeks of a regular semester (or after the first week of a summer term).

☐ RE-ENTRY FORM
Note: *Re-entry form may have additional requirements*

☐ HEALTH CLEARANCE _____
(Initials)

Full Name (Last, First, Middle):		UOG ID Number:	
DOB (MM/DD/YY)	Contact Number:	Email:	
Semester:		Term Last Attended	

COURSE NO.	**COURSE TITLE**	**NO. OF CREDITS**	**INSTRUCTOR'S SIGNATURE**

☐ Approved ☐ Denied

_____ _____
Signature of Advisor or Major Dept. Head Date
(Regular Auditor Only)

_____
Student's Signature

☐ Resident Tuition ☐ Non-Resident Tuition Receipt No: _____ Payment Date:____