



Crown Point High School Class Audit Request Form

This form must be completed during the first two weeks of the semester.

Expectations

- Auditing students are expected to attend class, do the assigned work, take assessments, and participate in class activities.
- Student work will be evaluated and graded.
- Students may not audit a course in order to prepare for subsequent enrollment in that course.
- Students may not audit a course in order to make up work as a result of an incomplete grade.
- Audited classes cannot be used to fulfill graduation requirements.
- Schedules will not be altered to accommodate audit requests.
- Students taking the course for credit will receive first priority.
- Once a student begins auditing a class, requests to receive credit for the course will not be considered.
- Transcripts and report cards will reflect the audited class and grade received, but credits will not be granted. The class grade will not be included in the calculation of the student's grade point average and class rank.

Name: _____ ID#: _____

Counselor's Name: _____ Date of Request: _____

Course Name: _____ Teacher: _____

Period: _____

My student and I agree to the expectations listed on this form. Please accept this request to audit the course listed above.

Student Signature Date

Parent Signature Date

Counselor Approval: _____ Approved