



## INSTRUCTOR'S PERMISSION TO AUDIT A GRADUATE COURSE

To audit a course above the 500 level, a graduate student must have the approval of the instructor of the course. Complete this form and deliver it to the Registrar's Office either in person (1121 West Main Street, Suite 1200 Bevan [Coca-Cola] Building), via fax\* **(919-684-4500)**, or as a signed, scanned pdf sent to [registrar@duke.edu](mailto:registrar@duke.edu) for manual registration **by 5:00 PM** on the last day of drop/add for the current semester. Any graduate student registered full-time in a degree program may audit courses without charge during the fall and spring semesters. Otherwise an audit fee is charged.

**NOTE:** *To audit courses below the 500 level, a student must complete the Permission to Enroll in a Course below the 500 Level form and submit it to [gradacademics@duke.edu](mailto:gradacademics@duke.edu).*

Once enrolled in a course for regular credit, the student cannot change it to an audit after drop/add. Similarly, after drop/add, a course taken on an audit basis may not be changed to a course for regular credit.

Date: \_\_\_\_\_ Academic Term: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

I am enrolled as a (check one):      Master's student              Ph.D. student

I would like to take \_\_\_\_\_ on an **AUDIT** basis.  
(Department / course / section number)

.....

### Instructor's Approval Required:

Instructor's Signature: \_\_\_\_\_

If course is full, allow the student to wait list (check one):      Yes              No

Instructor's Name (please print): \_\_\_\_\_