

Document Information	
Related to Policy No:	E-1.08
Approved by:	Registrar
Approval Date:	May 16, 2022

**OFFICE OF THE REGISTRAR DEADLINES
- AUDIT STATUS -**

Any deviation from these deadlines must be in consultation with and approved by the Registrar.

Change to Audit Period: The period that a student may request a change of status from "Credit" to "Audit" as outlined in the schedule below:

Length of Course	Change to Audit Status Period
1 to 4 weeks	Requested at the time of registration
5 to 11 weeks	By 4:00 pm on the Friday of the second (2 nd) week of class
12 or more weeks	By 4:00 pm on the Friday of the fourth (4 th) week of class