

APPLICATION FOR AUDITING COURSES

(AD students please use the TST form)

CONDITIONS OF AUDITING (PLEASE READ CAREFULLY)

1. Audit request requires approval. For processing requests, this **request form and fee payment** (see "Fee" below), must reach the Registrar on or before:

Registrar, Regis College, 100 Wellesley Street West, Toronto, Ontario, Canada M5S 2Z5

For September courses: latest by 31 August

For January courses: latest by 30 November of the previous year

For Summer courses: at least 10 business days prior to the first day of the course

2. A limited number may audit a course with the permission of the instructor and subject to availability of space. Auditors are not admitted to full, limited-enrolment courses.

3. Auditors are fully qualified students who are present for and participate in classes with the permission of, and according to the policy set forth by, the instructor of the course. Participation of the auditor in class exercises and discussion is at the discretion of the course instructor.

4. Auditors may NOT write the final examination for the course or submit comparable material that would be equivalent to the final examination. Instructors will not mark written work from auditors.

5. Courses taken as audit may NOT be converted to credit courses at a later date. A course taken for audit should not be taken again for credit.

6. Audited courses do not appear on a basic program student's official transcript.

7. A library card, valid only at Regis, may be purchased from the Regis College Library at the current price.

8. There will no be refund after the second week of classes of the September/January terms, or after the first four hours of the Summer session intensive classes.

9. Approval of request to audit will be conveyed via email.

FEE

Please make your cheque (or bank draft in Canadian funds) payable to Regis College.

Audit requests with no payment of fees will not be processed and auditor will not be allowed to attend classes.

\$400.00 for each audited one-unit course, and \$800.00 for each audited two-unit course.

Senior citizens (age 65 or over - may require proof by Regis College), it is \$200.00 for each one-unit and \$400.00 for each two-unit course.

Currently registered **FULL-TIME** students in a TST program is exempted from audit fee.

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(AD students please use the TST form)

LASTNAME _____ NAME _____

ADDRESS _____

EMAIL ADDRESS _____

TELEPHONE: Home _____ Work _____ Cellphone _____

STUDENT NUMBER (if any) _____ UTORid (if any) _____

Are you currently enrolled in any Toronto School of Theology (TST) Program? No Yes

College _____ Program _____ Full-Time Part-Time

Will you be 65 or over at the start of the course? No Yes

I wish to audit: September 20____ January 20____ Summer term 20____

COURSE NUMBER _____

COURSE TITLE _____

INSTRUCTOR _____

SIGNATURE: _____ DATE: _____