Course Audit Permission

College of Adult & Professional Studies
Graduate School

Directions

• To audit a course, the student must submit a copy of this Course Audit Permission form to the College of Adult & Professional Studies/Graduate School (CAPS/GS) **prior to the first class session** of the course.

• Before a student may audit a course, permission of the instructor is required. It is the student’s responsibility to acquire the instructor’s permission on this form before the course begins.

• In most cases the student will need to talk with the instructor personally in order to obtain permission to audit a course. Therefore, mailing the form to the instructor without prior arrangement is discouraged.

• Student must complete “Student Data” section, and instructor is to complete “Terms of Audit” section. Then both student and instructor must sign form.

Student Data

Please print.

Legal Name (last, first, middle) ___________________________________________________________

Bethel ID # ___________ Course _______________________________________________________

☐ College of Adult & Professional Studies (CAPS)  ☐ Graduate School

Term/Year _______: ☐ Fall  ☐ Spring  ☐ Summer  Course Instructor ______________________

Terms of Audit

To be completed by course instructor.

Attendance Requirements:

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Other Requirements:

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Student Signature ____________________________________________ Date ______________

Course Instructor Signature ____________________________________________ Date ______________

Return to:  CAPS/GS Academic Services
Bethel University—College of Adult & Professional Studies/Graduate School
3900 Bethel Drive
St. Paul, MN 55112-6999