



OFFICE OF THE REGISTRAR

Office of the Registrar
11762 106 Street NW, Suite 1000
Edmonton, Alberta T5G 3H1
Phone: 780.471.6248 Toll Free: 877.333.6248
Fax: 780.471.8490

AUDIT REQUEST APPROVAL FORM

An Audit Student is a student in any program/course who observes designated course activities, but whose work is not evaluated and grades are not awarded. Approval of the Program Leader is required to register. Approval and registration must be completed prior to the start of the course and is subject to the availability of space, impact on other students and such other factors as may be deemed important by NAIT. Audit students generally pay fifty (50) per cent of regular fees. A grade of AU will be reported on the student's transcript and will not be changed to a letter grade or credit.

PART 1 – STUDENT INFORMATION

NAIT Student ID #	Family Name:	First Name:

COURSE DETAILS:

Course Name:		
Class #:	Section #	Course Start Date:
Course Name:		
Class #:	Section #	Course Start Date:
Course Name:		
Class #:	Section #	Course Start Date

REASON FOR REQUEST

--

Student Signature _____

Date: _____

MM/DD/YY



PART 2 – AUDIT APPROVAL

Program Leader/Designate (print name): _____

Signature _____ Date: _____
Signature MM/DD/YY

HOW TO SUBMIT

Program Leader: Once this form has been reviewed and signed by the Student and the Program Leader, please submit this form to the Records team in the Office of the Registrar.

OFFICE USE ONLY

Received by the Office of the Registrar Date: _____
MM/DD/YY

Office of the Registrar (print name): _____

Signature _____ Date: _____
Signature MM/DD/YY