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Student ID Number

Please print clearly.

Last Name (Legal)	First Name	Middle Name
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Course Title		
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CRN # (Course Reference Number)	Subject Code	Start Date
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Program Coordinator's Signature _____ Date _____

Audit Policy for Extension Certificate courses

Auditors are students who have been granted permission in writing by a Program Coordinator to attend and actively participate in courses in a Credit-Free Extension Certificate, Certificate, Diploma or other selected courses on the understanding that they may not submit assignments or complete examinations for grading. Permission to audit must be approved one week prior to course commencement. Such permission is at the discretion of the Program Coordinator, and pending space availability. Once a student has registered to audit a course, the student may not change their status to graded, nor will the student who has registered in a graded course be permitted to change to auditing student status. Audit courses will be reflected on the student's permanent record with the symbol "AU". The student may, in succeeding semesters, take any graded course which has previously been audited. Full course fees, payment deadlines and course withdrawal policies apply to audited courses.

I have read the policy above and agree to abide by University procedures and deadlines.

Student's Signature _____ **Date** _____

CE Registration

Grade modes: G, P & S – Reg Code RA Grade modes: D, N & R - Not applicable

Freedom of Information and Protection of Privacy: The information that you provide to Mount Royal University when you register for Continuing Education courses is collected under the authority of the Post-Secondary Learning Act and Freedom of Information and Protection of Privacy Act in the Province of Alberta, Section 33(c). This information will be used for academic administration, the administration of Mount Royal support services, scholarship and financial aid awards, marketing and recruitment activities. Your personal information is protected and can be reviewed upon request. The complete statement and further contact information is available at conted.mtroyal.ca/cefoip