

**AUDIT FORM**  
**DEGREE-SEEKING STUDENTS, SCHOOL OF MARINE SCIENCE**

**SEMESTER OF AUDIT:** Fall \_\_\_\_ Spring \_\_\_\_ Summer \_\_\_\_ **YEAR:** \_\_\_\_\_

**Please print:**  
FULL NAME: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

**COURSE REGISTRATION**

Dept of  
Concentration: \_\_\_\_\_ Course Number: \_\_\_\_\_ Section: \_\_\_\_\_ Credit Hours: \_\_\_\_\_

COURSE TITLE: \_\_\_\_\_

*Please enroll me in the course listed above. I take full responsibility for dropping this course if I decide it doesn't fit into my schedule.*

Date: \_\_\_\_\_ Student's Signature: \_\_\_\_\_

- 1) OBTAIN SIGNATURES OF INSTRUCTOR and MAJOR ADVISOR or Co-ADVISORS  
2) RETURN FORM TO SMS GRADUATE REGISTRAR'S OFFICE, Watermen's Hall 253

*I approve the above request. Please enroll the student in the requested course.*

**INSTRUCTOR(S) :**

\_\_\_\_\_  
(Name) (Signature) (Date)

\_\_\_\_\_  
(Name) (Signature) (Date)

**STUDENT'S MAJOR ADVISOR or CO- ADVISORS:**

\_\_\_\_\_  
(Name) (Signature) (Date)

\_\_\_\_\_  
(Name) (Signature) (Date)

**PLEASE NOTE:** Your instructor will assign the grad "O" for a successful audit and the grade "U" for an unsuccessful audit. To insure successful completion of the course in this status, please discuss with your instructor his/her expectations.

Grades for courses taken on an audit basis will become a part of your record and will appear on your William and Mary transcript. If you decide to withdraw from the course *after the last day to drop*, you must notify the instructor and submit an add/drop form to the SMS Graduate Registrar for approval by the Dean of Graduate Studies.

Students who stop attending and fail to withdraw officially will receive the grade "U."

**PROCESSED BY (SMS REGISTRAR):** \_\_\_\_\_

**DATE:** \_\_\_\_\_