

Coded by Registrar on _____ by _____
Copy to Bursar on _____ by _____

SETON HALL UNIVERSITY
Office of the Registrar
AUDIT DECLARATION FORM

Student ID _____ - _____ Date of Birth _____

Name _____
Last First Middle

Address _____

City _____ State _____ Zip _____

Telephone (____) _____

Semester _____

Course number/section _____ Title _____

Course number/section _____ Title _____

Tuition due: \$600 per credit (plus fees) Amount due: \$_____

Graduate Theology: \$300 per credit (plus fees) Amount due: \$_____

Student Signature _____

Audit Declaration is not allowed in any closed course, nor is any audit option permitted in any of the following course categories: computer and computer-based courses, art and design (ADIM), applied music (MUAP), photography, graphics (COGR), honors courses (HONS), studio courses, physical education courses, museum professions courses, writing courses, independent study and research courses, science labs, off-campus courses, online courses and ESL classes.

Audit Declaration is restricted to registration periods that immediately precede the start of the term and the ensuing add-drop period. You may not file an audit declaration during the early registration period.

Audit courses may be dropped within the standard add-drop period. In this case, tuition will be refunded/credited; the University fee is not refundable and must be paid in full. There is no refund when students withdraw from an audited course; audit tuition charges and fees must be paid in full.

Please complete this form and present it to the Office of the Registrar at the time of registration. This audit request is valid at the time of current registration, is not retroactive, and cannot be changed to credit status. First-time registrants must be admitted through the Office of Admissions prior to registration.