

Do not register for the course as a credit-bearing course if you plan to audit it. Course registration will not guarantee you a seat as an auditor. In addition, because you will be withdrawn from your credit-bearing registration after the start of classes, you will be liable for a portion of the tuition and fees assessed in addition to the audit fees listed below.

Courses may be audited under the following provisions:

- 1. Per SB 1107, effective January 1, 2012, entering students enrolling in public, private or independent institutions of higher education are required to provide evidence of immunization against bacterial meningitis. For further information about the meningitis vaccine requirements refer to the following web site: www.utep.edu/sb1107 Proof of the meningitis vaccine must accompany your Audit Registration Form.
- 2. Submit a completed and signed Audit Registration form for each course you want to audit to the Registration & Records Office after classes have begun and prior to the 'Census Day' of the course's term.
- 3. No grades will be provided, and no credit will be awarded for audited courses. The extent of class participation is at the discretion of the instructor.
- 4. Credit by examination for audited courses will not be permitted unless tuition and all appropriate fees are paid before the exam is taken.
- 5. You cannot audit the following classes: clinical, laboratory (organized laboratory classes), studio activity (such as art, piano, woodwinds, dance classes, etc.), any physical activity class (such as PE or Dance), individual instruction, private lessons, or courses specified in your degree plan. It is your responsibility to verify that the course you are asking to audit is not within the excluded categories. Audit Registration fees will not be refunded if you submit this form for a class in an excluded category.
- 6. Audit-only students will have to purchase a parking decal to park on UTEP property. You will not receive other student benefits such as an ID (if you have one, it will not be activated for any semester in which you are in "audit only" status), tickets to events, student health services, or access to the Swimming and Fitness Center. "Audit only" students will be issued a library services card.
- 7. Audit fees:
 - a. \$10.00 per course for students concurrently enrolled at UTEP.
 - b. \$30.00 per course for students not concurrently enrolled at UTEP.
 - c. No charge for students over 65 years of age.
- 8. This form must be signed by you, by the instructor teaching the course, and by the Department Chair.
- 9. Once you have obtained all the signatures, take the form to Registration & Records to be added to the class roster then to the Cashiers for payment.

Current S	rrent Student Information (Please Print)														UTEP ID															
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Student Signature:																	_		Date:											
Instructor Signature:																	_		Date:									_		
Chair Signature:																	_		Date:											
If you are not a UTEP student, please provide the following: Street Address (ENTER ONE CHARACTER PER BOX)									g:		te d Birt		<u>-</u>	•	_	. <u>-</u>] [<u>-</u>			 Gen	 nder:	. –		MALE	-				
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Are you a US citizen: Y N If no, are you a Y N Permanent Resident Tel of the US:												eleph	ione																	
				R&R (REV. 9/19) UTEPSoC (all)					Date Processed: Proces									sed	by:											

Collection of Personal Information Notice (House Bill 1922)

With few exceptions, you are entitled on request to be informed about the information The University of Texas at El Paso collects about you. Under § 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review the information. Under § 559.004 of the Texas Government Code, you are entitled to have The University of Texas at El Paso correct information about you that is held by us and that is incorrect, in accordance with the procedures set forth in The University of Texas System Policy 139 (UTS139). The information that The University of Texas at El Paso collects will be retained and maintained as required by Texas records retention laws (§ 441.180 et seq. of the Texas Government Code) and rules. Different types of information are kept for different periods of time.