

Parkland College
CONTRACT TO ENROLL AS AN AUDIT OR
CREDIT/NON-CREDIT STUDENT

Must be submitted by the end of the first week of the class

STUDENT INFORMATION *(Print clearly or type)*

Last name _____ First name _____

Student ID _____ Daytime phone (_____) _____

Street Address _____

City, State, Zip _____

REQUEST *(Check appropriate option)*

Course (Prefix, Number, Section) _____ Fall Spring Summer Year _____

Audit class: *An opportunity to learn without doing assignments or participating in tests and exams.*

Enroll as Credit/No-Credit Student: *Full participation in all learning and evaluation activities but receiving a credit or no-credit notation on the transcript instead of a quality letter grade.*

CLASS EXPECTATIONS *(This section is completed by the class instructor)*

The student is expected to:

- Attend class regularly
- Participate in all in-class learning activities
- Complete assigned readings
- Complete class assignments by posted deadlines
- Take quizzes, tests, and exams
- Attain at least _____ % to earn a CREDIT designation for the course
- Other: _____

AGREEMENT

I agree to abide by the class expectations. If I decide not to complete the class or meet the above expectations, I will withdraw myself from the class. I understand that I will be charged tuition and fees (per my residency rate) and additional course fees for the class.

Student's signature _____ Date _____

I have discussed class expectations with the student.

Instructor's signature _____ Date _____

Student submits signed form to Admissions & Records in U-214. Instructor submits copy to department office.

ADMISSIONS

Student's enrollment status adjusted: Audit Credit/No-Credit

Signature _____ Date _____