



VWCC Records Office • 3094 Colonial Ave., SW • Roanoke, VA 24015-4704  
records@viriniawestern.edu / Fax: 540-857-6102

To audit a course the student must obtain permission from the appropriate division dean. Audited courses carry no credit and do not count as part of the student's course load. **Students wishing to change status in a course from credit to audit must do so within the add/drop period for the session. Audited courses are not eligible for Financial Aid.**

This is to acknowledge that the following student is enrolled in \_\_\_\_\_(course), \_\_\_\_\_(section) and is authorized to audit the course. The course begin date is: \_\_\_\_\_. The course drop date is: \_\_\_\_\_.

<i>Student Name:</i>	<i>Empl ID:</i>	<i>Phone:</i>
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**APPROVALS:**

\_\_\_\_\_  
*Division Dean* *Date*

Records Staff _____ Date _____
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\_\_\_\_\_  
*Registrar* *Date*

1/2019



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