



**MSU Denver South**  
 5660 Greenwood Plaza Blvd., Suite 100  
 Greenwood Village, CO 80111  
 Phone: 303.721.1313

## *Extended Campus Audit Approval Form*

### *For classes at the MSU Denver South Campus*

Extended Campus is able to make this special feature available for many of the classes that are held at the MSU Denver South Campus with the approval of faculty. The cost is \$95 per credit hour. If you are interested in auditing an Extended Campus college credit class on a "no-credit" basis, complete the *Extended Campus Audit Approval Form* below.

Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number \_\_\_\_\_ Email: \_\_\_\_\_

	CRN	Prefix/Course #	Credits	Location	Course Title
<b>Course Information</b>					

I request to audit the above class with the understanding that I will not be enrolled for credit. I understand that I cannot audit the class without the permission of the instructor. Space occupied may not pre-empt students seeking academic credit.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Instructor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**After the instructor has approved and signed the *Audit Approval Form*, the student MUST proceed to the Information Desk in Room LL06 at MSU Denver South with this form for payment BEFORE they can attend class.**

**Procedures to audit a class at MSU Denver South Campus:**

1. If space is available, the student requests permission from the instructor to audit the class and has the instructor sign the *Extended Campus Audit Approval Form* in the space provided above.
2. After the instructor has approved and signed the *Audit Approval Form*, the student MUST proceed to the Information Desk in Room LL06 at MSU Denver South with this form for payment BEFORE they can attend class.
  - a. A complete refund is available if a course is dropped during the first week of class
  - b. One-half the audit fee will be refunded during the second week of class
  - c. No refund thereafter
3. Once payment has been made, the instructor will be notified that the student has completed the process to audit the class.

**For Extended Campus: Use Only**

Total Charge: \_\_\_\_\_ Payment Information:  Credit Card  Check

Signature/Date: \_\_\_\_\_