

AUDIT STUDENT APPLICATION

To complete your application as an audit student at Aquinas College, please fill out this application completely and return it to the Office of Admissions or Registrar's Office. Terms of Audit Admissions & Enrollment are found on the last page.

Entrance Term: Year _____

- ☐ Fall
☐ Spring
☐ Summer

I am (check all that apply):

- ☐ A first-time Aquinas applicant seeking to audit a course(s)
☐ A full-time employee of the Dominican Campus and its associated institutions
☐ A minor

PART I Applicant Information

Full legal name (Please include middle name or initial) _____

Preferred name, if different from legal _____

Current Street Address _____

City _____

State _____

Zip _____

Country _____

Home Phone Number _____

Cell Phone Number _____

Email Address _____

Gender

☐ Male ☐ Female

Social Security Number: ____ - ____ - ____

Birth Date (mm/dd/yyyy) ____/____/____

City of birth _____

State of birth _____

Country of birth _____

Are you a U.S. citizen? ☐ Yes ☐ No

If you answered No, please complete the following:

Are you a permanent resident? ☐ Yes ☐ No

Alien Registration Number _____

Visa Classification _____

Country of Citizenship _____

Native Language _____

The following demographic information is used in compiling data and is not a factor in admission decisions. You are not required to respond to these questions.

Ethnicity ☐ Hispanic or Latino ☐ Not Hispanic or Latino

If not Hispanic or Latino, please select one of the following:

- ☐ American Indian or Alaska Native ☐ Asian ☐ Black or African-American
☐ Native Hawaiian or other Pacific Islander ☐ White ☐ Two or more races
☐ Other (please specify): _____

Educational History

List your most recent college, university, or professional schools attendance. If this is your first post-secondary educational experience, please list your high school.

Institution	Location	Dates Attended (mm/yyyy) to (mm/yyyy)	Major	Degree Earned

ALL APPLICANTS

1. Have you ever been convicted of or pled guilty to a felony or misdemeanor other than a minor traffic violation? ☐ Yes ☐ No
2. Have you ever been found responsible for a disciplinary violation at an educational institution you attended from 9th grade forward, whether related to academic misconduct or behavioral misconduct, which resulted in your probation, suspension, removal, dismissal, or expulsion? ☐ Yes ☐ No
3. Have you ever been involved in disciplinary action because of use, possession, or sale of a controlled substance? ☐ Yes ☐ No

If you answered 'Yes' to any or all of the questions above, explain the circumstances separately, including the approximate date of each incident and outcome, and submit the explanation with this application.

PART II Registration for Course(s) To register, please fill in the following information regarding the course(s) you wish to audit and obtain the instructor's signature of approval prior to submission of this application to the Admissions Office. Alternatively, a printed email from the instructor(s) granting approval for the audit may be submitted with this application.

Course Title	Instructor's Name	Instructor's Signature
1.		
2.		

PART III Financial Arrangements Following your acceptance to Aquinas College as an audit student, the Registrar will register you for the course(s) indicated above. Then the Office of Financial Aid will contact you with directions for processing your payment of the audit fee(s) incumbent on each course audited. If applicable, please indicate the following:

- ☐ I will submit the required form demonstrating my eligibility to receive a tuition discount under the terms of the Tuition Benefits Plan for Faculty and Staff of The Dominican Campus to the Office of Financial Affairs.

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TERMS OF AUDIT ADMISSION & ENROLLMENT

A new student applying for admission to Aquinas as a non-degree seeking auditor:

1. Must complete an application for admission to the College as a non-degree seeking student;
2. May be required to submit an official transcript from the most recently attended post-secondary institution or official evidence of high school graduation if a post-secondary institution has not been attended;
3. Must receive approval from the instructor(s) of the course(s) you wish to audit;
4. Are not eligible for financial aid;
5. May audit no more than 2 courses in a given semester;
6. Must complete the admissions process for full-time status if at a later date acceptance to a program of study is desired;
7. Must be admitted as an audit student no later than the first day of the desired entrance term;
8. Will receive an Aquinas email, portal access, and library access.

Credit-seeking students will be given priority over auditing students in space-limited courses. Courses taken as audit receive no academic credit and are indicated by "AU" on the transcript. An audit student desiring to earn Aquinas College credit for coursework following admission as an audit student must, by the end of the add/drop period, 1) declare that intention to the Registrar, 2) submit any additional admissions requirements for a non-degree seeking student taking credit-bearing course(s), and 3) remunerate the difference between the audit fee and the credit-bearing tuition rates. Refunds for dropped audit courses follow the same schedule as those for credit-bearing courses. Current audit fees, tuition rates, and refund schedules may be found on the Aquinas College website.

By signing this form, I certify that I accept the Terms of Audit Admission & Enrollment indicated here and in the Course Catalog, and I attest to the veracity of my responses indicated on the Aquinas College Audit Student Application. I accept any decision made by Aquinas College concerning my admission and continued enrollment at the College if one or more of my responses above should be retroactively proved false.

Printed Name

Signature

Date

For office use only:

Date rec'd _____ ☐ Applicant admitted & registered ☐ Health/Hold Harmless Form rec'd ☐ FERPA Release rec'd