McMaster University

School of Graduate Studies
Request to Audit a Graduate Course
Updated January 2023

PART A: To be completed by the student prior to the deadline for adding courses	
First Name:	Email Address:
Last Name:	Full Program Name:
Student ID Number:	Degree:

Course Selection			
Course Result	Subject Area (e.g., BIOLOGY, HTHRSM)	Course Number (e.g., 701, 6X03)	Term (e.g., Winter 2022, Spring/Summer 2022)
Audit (AUD)			
Student Signature:		Date:	

Permission Granted to Attend Classes	
Instructor's Signature:	Date:
Supervisor's Signature: (or Program Chair if no Supervisor)	Date:
Rules and Conditions for Registration: Graduate students are allowed to Audit courses at the Instructor's discretion as outlined in section 2.6.6 of the Graduate Calendar. All signatures above are required prior to the deadlines for adding courses. Please refer to the Sessional Dates in the Graduate Calendar for deadlines.	

PART B: To be completed on completion of course (by Program offering the course)	
Did the Student attend at least 80% of the classes?	Yes No
A transcript notation of audit is granted as the student has attended at least 80% of classes	
Instructor's Signature:	Date:
Chair's Signature:	Date:
Rules and Conditions for Completion: This form should be submitted in accordance with the deadlines for grade submission in the Sessional Dates of the Graduate Calendar. For Part-Time students, these course(s) will count towards the maximum number of courses for tuition fee purpose.	

Once form is fully complete, please submit via Service Request
"Audit Graduate Courses" – GAUD