



Use this form to request an audit registration. Submit the completed form (with instructor signature or email permission) to the Office of the Registrar in person or via email, mail or fax. Audit registrations are processed 2 weeks before the start of term. Academic credit is not earned for audited courses and therefore may not be used to complete degree requirements. Audits are recorded on the student's transcript with a grade of AU.

Students are charged at a rate of 25 percent of tuition for auditing a course during the academic year. Not all summer courses are subject to the reduced tuition rate. Audited courses are not eligible for financial aid. St. Catherine University alumnae interested in utilizing the alumnae reduced tuition rate must contact the Alumnae Relations Office. Additional information is available at <https://www.stkate.edu/alumnae/benefits/>.

Student Level (Check One)

Associate: College for Adults

Bachelor's: College for Adults

College for Women

Graduate

Term (Check one)

Fall

Spring (including J-term)

Winter (OTA Online only)

Summer

Year _____

Last Name: _____ First Name: _____ Middle Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (_____) _____ Email (please print): _____

Date of Birth: _____ Sex: F _____ M _____ SSN: _____

Courses to be ADDED					
CRN	Subject	Course #	Title	Section	Instructor Signature
Ex: 10753	PSYC	1000	General Psychology	M03	

The date this form is received by the Office of the Registrar will determine applicable charges or refund. Check the academic calendar and refund schedule to understand how this registration change will affect refunds and charges. It is the student's responsibility to confirm the registration changes by checking "My Schedule" in Kateway.

Signature _____ Date _____

Office of the Registrar
 St. Catherine University
 Derham Hall, Room 229
 2004 Randolph Ave
 Saint Paul, MN 55105
 Phone: (651) 690-6531
 Fax: (651) 690-6558
 Email: registrar@stkate.edu

College for Adults Resource Center
 St. Catherine University
 Old Main, Room 235
 601 25th Ave South
 Minneapolis, MN 55454
 Phone: (651) 690-7777
 Fax: (651) 690-8119
 Email: cfaresource@stkate.edu