



An auditor may attend lectures and other class meetings, take part in class discussions, and receive written confirmation of attendance. An auditor will not receive evaluations of participation, be allowed to submit assignments or write examinations and tests, except by special and express permission. The University's [Code of Student Conduct](#) and [Policy on Auditing of Courses](#) apply to auditors.

**Audit Fee:** Registered students and employees of U of T will not be charged an audit fee except when a Certificate of Attendance is requested. The following graduate course auditors will be charged 40% of the [part-time special student](#) per course fee:

- Auditors not registered in the University
- Auditors who are not employees of the University
- Auditors who are requesting a Certificate of Attendance

Audit fees must be paid by October 1, February 1, and July 1 in each session, respectively. Audit fees will not be refunded. If the audit request is approved, the Graduate Unit offering the course will contact the auditor to make arrangements for payment of applicable audit fees.

**Course Information**

Instructor	Course Code	Course Activity Title	Session (Fall/Winter/Summer)	Year	Meeting Section
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**Auditor Information**

Last Name	First Name(s)	Date of Birth (dd/mm/yy)	Email
Current U of T student: <input type="checkbox"/>	U of T Alumni: <input type="checkbox"/>	U of T Staff: <input type="checkbox"/>	Other: <input type="checkbox"/>
Student Number (if applicable)	Degree Program (if applicable)	Home Graduate Unit / Department (if applicable)	
Counselled to audit the course by:		<input type="checkbox"/> I wish to receive a Certificate of Attendance <i>At least 75 per cent of course meetings must be attended.          Audit fees apply.</i>	
Not applicable (auditing due to personal interest): <input type="checkbox"/>		<input type="checkbox"/> I do not require a Certificate of Attendance	
Auditor's Signature:		Date:	

**Graduate Unit Discretion**

No Graduate Unit is required to make courses accessible by any individual as an auditor except when it has counselled a registered student to audit the course. If a Graduate Unit decides to make courses accessible by auditors, the final determination of whether or not a person should be allowed to audit and whether or not space is available for an auditor in the course will be made by the instructor, except when the course has been formally filled. If a Graduate Unit decides not to make courses accessible by auditors, instructors do not have discretion to allow auditing in their individual courses.

**Graduate Unit Approval**

<input type="checkbox"/> Confirmation of space availability in course <input type="checkbox"/> Confirmation to track attendance (if applicable) <input type="checkbox"/> Confirmation to provide access to course portal (if applicable) (e.g. Quercus, temporary UTORid etc.)		
Instructor's Signature:		Date:
Graduate Chair / Designate' s Name:	Graduate Chair / Designate' s Signature:	Date: