Instructions on Auditing a Course

- Students and non-students wanting to audit a course will be required to come to the Registrar’s Office to pick up the application.
- Non-students will be required to contact Undergraduate Admissions to be accepted for the term they are requesting to audit.
- Audit students may begin registering for the courses beginning the day before the semester begins (see the Academic Calendar for the official start date).
- Students will NOT be permitted to register for an audit course that is at capacity.
- Audit students are required to deliver the completed application in person to the Registrar’s Office, Room 331, Estill Bldg.
- Applications to audit a course will not be accepted after the 6th class day for Fall/Spring or 2nd class day for summer.
- Once the student has been enrolled in the audit course they will be required to contact the Bursars office and make payment for the course.
- **Audit forms not filled out correctly will not be processed.**
- Questions about audit process or paperwork please contact the registrar’s office at 936-294-1052 or email ask.regstaff@shsu.edu.