

**Office of the Registrar**  
**Age 62 Plus Registration Form ~ Audited Courses Only**  
*(All fields outlined in red are REQUIRED. An answer must be provided in order to save form)*

- Policy:
- Student must be age 62 and older.
  - Registration into the audited course will take place **AFTER** the Add-Drop period is over and based on seat availability.
  - A new registration form is needed for each term.
  - The form must be submitted to the Office of the Registrar prior to the end of the add/drop period of the term and instructor approval received prior to attending any class meetings.

- Notes:
- Audited courses are NOT eligible for financial aid and do not count towards full-time status.
  - All registered courses are recorded as audit. No grades or credits will be earned. Audited courses are for personal and/or professional development only.
  - AU will be assigned to each completed course and does not impact the student's GPA.
  - Course auditing does not generally include the taking of exams, writing of papers, recording, or reporting of grades or other requirements generally associated with college credit; however, the student may participate in these activities through mutual agreement with the faculty instructor.
  - All other related costs such as books and supplies must be paid by students under this program.
    - a) Students are encouraged not to purchase course materials until they have been confirmed as enrolled in the course at the end of the Add-Drop period.

Name: \_\_\_\_\_ PWID #: \_\_\_\_\_

Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

List the course(s) you intend to audit:

CRN #	Subject, Course Number & Section	Instructor Signature	Date

**Student Signature**

**Date**

**Instructions:**

- Student to complete UG application every term they wish to remain in this special program.
- Once student is accepted, student must email approved Registration form to [Registrar@pennwest.edu](mailto:Registrar@pennwest.edu).
- Please follow naming convention of: TERM\_PWID\_62PLUSREGISTRATION
  - Example: 202330\_P11100023\_62PLUSREGISTRATION
- Office of the Registrar staff will register student after Add-Drop period is over.
- After registration, form will be forwarded to Student Accounts office for processing of necessary billing attributes.