

Department of East Asian Studies (EAS)

AUDIT FORM

EAS Department's Policy on Auditing Courses:

- (1) The EAS Department is under the [U of T Policy on Auditing Courses](#).
- (2) An auditor may attend lectures and other class meetings, take part in class discussions, and receive written confirmation of attendance (if requested). An auditor will not receive evaluations of participation and will not be allowed to submit assignments or write examinations and tests, except by special and express permission. The University's Code of Conduct will apply to auditors.
- (3) With the exception of language courses, permission for a student to audit a course is at the discretion of the instructor, but instructors may not permit students to audit courses that are already at capacity. Auditors are not allowed in language courses.
- (4) EAS students receive first priority; all other priorities are guided by the U of T Policy on Auditing Courses.
- (5) U of T students can audit courses for free unless they require a Certificate of Attendance, in which case they pay the audit fee of \$500/half course or \$1000/full course.
- (6) Non-U of T students shall pay the audit fee of \$500/half course or \$1000/full course.
- (7) You will be advised of audit fee payment procedures after you submit this form.
- (8) No credit will be given for a Certificate of Attendance if an auditor registers or re-registers for the course in the University. Certificates of Attendance will not be part of the Official Student Record.

Name:	Are you a current U of T student? <input type="radio"/> Yes <input type="radio"/> No
Email:	Student Number:
Telephone:	College/Campus:
Course Instructor: _____ Session: _____	
Course Code & Title: _____	
Please choose one: <input type="radio"/> I do not require a Certificate of Attendance <input type="radio"/> I require a Certificate of Attendance (The audit fee will apply. See above.)	
If the auditor requires a Certificate of Attendance, the student must attend at least 75% of the course meetings. The student must notify the instructor at or before the first meeting of the course, otherwise the department is under no obligation to issue a certificate. By signing this form, the Supervisor/Professor agrees to keep records of attendance and provide confirmation to the department at the conclusion of the course.	

Student's Signature:	Date:
Supervisor/Professor's Signature:	Date:
Please bring this form to the EAS Department (Robarts Library, Room 14-086, Attn. Program Administrator) or send it to eas.undergrad@utoronto.ca once completed.	
Registered by:	Date:

Minors who audit courses are expected to comply with the University of Toronto's community standards policies and behavioural expectations. Minors and their parents or legal guardians should be aware that the University's courses are not specifically designed for minors and may include activities, conversations, or topics that would not normally be presented to minors. The University is not responsible for ensuring that course content is appropriate for minors.

For information about the protection of your privacy, please read the [University's message on the Freedom of Information and Protection of Privacy Act](#).