

Admissions and Records Office

2046 North Parkway | Jackson, TN 38301 F: (731) 425-2653 | E: recdocs@jscc.edu | P: (731) 425-2654

Change of Credit to Audit Status

Students may change their enrollment status in a course from credit to audit at any time until the last day that students may add a course. After that date, students may, with the permission of the faculty member teaching the course, change from credit to audit status until the last day to drop a course or withdraw from the college. Change of status after this date must also be approved by the Vice President for Academic Affairs.

Talk with the instructor to determine the conditions of audit status before making this change.

Note to student: If you are receiving financial aid, whether a grant or scholarship, or veterans benefits changing status from credit to audit may affect your eligibility or repayment. See the Financial Aid Office for implications.

I,(Print N	oma)	(J Number or DOB)	
(Print N			
	request a change of status	in	
(Course Title)	(Course No.)	(CRN No.)	
	from Credit to Audit.		
(Student Signature))	(Date)	
Permission Granted:			
(Faculty Signature))	(Date)	
If after the Drop or Withdrawal Date	, Faculty and Vice President fo	or Academic Affairs' signatures are required.	
Permission Granted:			
(Vice President of Academic Affa	airs Signature)	(Date)	
(Recorded By)		(Date)	

Jackson State Community College does not discriminate on the basis of race, color, religion, creed, ethnicity or national origin, sex, disability, age, status as a protected veteran or any other class protected by Federal or State laws and regulations and by Tennessee Board of Regents policies with respect to employment, programs, and activities. The following office has been designated to handle inquiries regarding non-discrimination policies: Amy West, Director of Human Resources, 2046 North Parkway, Jackson TN 38301, (731) 424-3520. REC20-0025