



# Terms and Conditions

American University is pleased to make classroom instruction available on a space available basis to holders of AU degrees who are in good financial standing with the university. Authorization for the alumni privilege is made only during the first two weeks of classes and is limited to those classes in which the specified teaching limit is not reached prior to the end of the add/drop period. Due to enrollment demand by tuition-paying students, this authorization may be withdrawn, and the alumnus/na may either select another course that is still open, or may receive a refund of the processing fee. No refunds will be given for courses dropped by the alumnus/na. Auditors are expected to follow all university conduct policies.

Courses audited under the alumni audit privilege will not be recorded on the permanent record of the alumnus/na. Persons who wish formal recognition of a course audit or wish to receive academic credit for a course must process their registration and pay tuition in accordance with procedures described in the Schedule of Classes.

**AUDITOR'S SIGNATURE** \_\_\_\_\_ **Date** \_\_\_\_\_

<b>For Office Use Only:</b>	Date Recv'd. _____	Finan. Standing _____	Course Avail. _____	Payment Type _____
	Status Checked _____	Instructor App. _____	Total Payment _____	Recp't Sent _____
Registered By:	Fax _____	Mail _____	In person _____	