



# MARQUETTE UNIVERSITY GRADUATE SCHOOL

## AUDIT REQUEST FORM

To change a course from graded to audit status, the student must enroll in the course via regular CheckMarq registration, complete this form, obtain the instructor's signature, and submit this form to the Graduate School. The deadline to change a course from graded to audit status is the same as the course registration deadline for that term.

Return completed forms to [gradrecords@marquette.edu](mailto:gradrecords@marquette.edu).

### STUDENT INFORMATION

Name:	<input type="text"/>	MUID:	<input type="text"/>
Email:	<input type="text"/>	Adviser:	<input type="text"/>
Program:	<input type="text"/>	Degree:	<input type="text"/>
Student Signature:	<input type="text"/>	Date:	<input type="text"/>

### COURSE INFORMATION

I am requesting the following course be changed from a graded course to audit status.

Semester and Year change is being requested for (i.e. Fall 2026):	<input type="text"/>				
Department:	<input type="text"/>	Course Number:	<input type="text"/>	Section:	<input type="text"/>
Instructor:	<input type="text"/>	Credits:	<input type="text"/>		
Instructor Signature:	<input type="text"/>	Date:	<input type="text"/>		

PLEASE FORWARD COMPLETED FORM TO [GRADRECORDS@MU.EDU](mailto:GRADRECORDS@MU.EDU)

Print Form

Revised 11/25