

Graduate Institute of Applied Linguistics (GIAL)

Application to Audit

Registrar's Office, 7500 W. Camp Wisdom Rd., Dallas, TX 75236

1 – 800 – 892 – 3356

(972) 708 – 7536

E-mail: Registrar@gial.edu

FAX: (972) 708 - 7396

A limited number of guest auditors will be admitted to one classroom per bimester on an auditing only basis without admission to GIAL. Enrolled students whether taking the course for credit or audit will have preference over guest auditors. Auditors will be limited to 10% of a class or one student whichever is greater. Permission for guest auditors to attend class will be tentative until census day when a decision will be made. The registration fee will be held in the Registrar's Office until then.

Guest auditors will be required to complete a one-page *Application to Audit* (available in the Dean of Students Office) verifying that they have the qualifications necessary for admission to GIAL. Those interested in auditing courses must receive prior consent from the course instructor and submit documentation of this consent to the Registrar at the time of registration. That permission should be noted on the *Application to Audit* form; however, presentation of this documentation DOES NOT guarantee admission to the course.

Auditing is designed to permit students to learn without necessarily meeting all course requirements. Normal GIAL policies governing prerequisites and academic load apply to course audits. Applicable tuition and fees governing audits will apply. Audited courses do not qualify for financial aid. No record will be kept by GIAL for Guest Auditors.

Auditors may participate in class discussions, submit written assignments and take exams only at the invitation of the instructor. They are NOT permitted to submit the final assignment. Auditors who wish to participate fully and engage in all instructional activities must register for credit. Any additional requirements are at the sole discretion of the instructor who will communicate these requirements to the student when he/she obtains the instructor's permission to audit.

Guests who wish to audit courses that are required by their sponsoring organization or intended organization of employment should consult with that organization concerning the wisdom of guest auditing versus taking it for credit.

Last Name	First	Middle Initial	Date of Birth	
Mailing Address		City	State/Country	Zip Code
E-Mail Address		Have you ever Attended GIAL? <input type="checkbox"/> YES <input type="checkbox"/> NO	If yes, When?	

Please indicate where you received your previous degrees. Guest auditors who have received their degrees outside of the US must also provide copies of their transcripts.

College/University		City/State		
Dates Attended	Degree Received	Date Degree Received	Major Field	
College/University		City/State		
Dates Attended	Degree Received	Dates Attended	Major Field	
College/University		City/State		
Dates Attended	Degree Received	Dates Attended	Major Field	
College/University		City/State		
Dates Attended	Degree Received	Date Degree Received	Major Field	

Please indicate which course you would like to audit.

First Choice	#:	Title:	Session:	Professor's Permission
Second Choice	#:	Title:	Session:	Professor's Permission

I accept the above conditions of this *Application to Audit*.

Signature

Date