



TOWN & GOWN PROGRAM

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The Town & Gown program allows members of the general public to sit in on Marietta College courses for the nominal charge of \$50 per course. Additional course fees may also apply. Enrollment is contingent upon space availability in the course and approval of the instructor. Because Town & Gown participants are not formally enrolled students and do not pay standard tuition and fees, course involvement is limited to classroom participation. Neither a Marietta College network account nor College ID will be issued. Access to online class materials will be made available at the instructor's discretion. Persons enrolled under the Town & Gown program may take examinations and/or complete course assignments but should not expect graded feedback. No formal academic record (i.e., academic transcript) is kept of the enrollment. Individuals who wish to have greater access to class materials and College resources (i.e., Canvas, Legacy Library, technical support), and to participate more fully in coursework should refer to the information in the *College Catalog* on Auditing Courses or contact the Registrar.

To register for a course through the Town & Gown Program:

1. Fill in your name, the course information, and term. Please print.
2. Have the form signed by the course instructor signifying approval to sit in on the course and noting any applicable course fees.
3. Sign and date below.
4. Submit payment and any applicable course fees to the cashier in Room 209 of the Irvine Administration Building. The cashier will forward a copy of the completed form and payment receipt to the Registrar.
5. If you wish to charge out materials from the Marietta College library, you must apply for a community card in advance at the circulation desk.

Participant Name (First and Last)

Course Number and Title: _____ Term: _____

Instructor agreement:

☐ No course fees ☐ Course fees apply in the amount of: _____

☐ No access to Canvas/online materials ☐ I approve access to Canvas/online course materials

My signature below indicates my approval for the individual named below to sit in on the course identified above, pending payment of all applicable fees. I understand that the student will have no access to any online course materials, unless specified above.

Instructor Signature

Date

Participant agreement:

By signing below, I acknowledge the terms of my participation in the Town & Gown program as outlined above, including applicable course fees as noted by the instructor.

Participant Signature

Date