## **Audit/Visit Requests**

Before starting the process to visit/audit a course, please read Section 3.2 of Rackham's Academic Policies.

The process for CSE Graduate Students requesting to audit a course (if you are a non-CSE Grad Student, please contact your home department/program for their audit/visit process):

- 1. Email the instructor and ask permission to Audit, and copy us (csegradstaff@umich.edu) on the email.
- 2. Once we have the instructor's approval, we can forward it to the Registrars to process.

Things to keep in mind when auditing:

- Ask the instructor the expectations to audit (if you need to attend all, do the work, exams, etc) so you are aware of how much you will need to participate.
- Auditing will not count towards credit but the tuition is still applied as if you were enrolled in the course.

If you are a CSE PhD candidate, please review Rackham's <u>Candidacy Course</u> <u>Registration</u> guidelines regarding taking coursework in addition to 995.