



## Application for Late Course Addition or Change to Audit

**Directions to students:**

- Use this form only if online registration has closed.
- Bring completed form to the office of the Academic Lead.

Date:	Student number:
Student last name:	Student first name:
Student email:	Session (e.g. W2017):

<b>Reason for request:</b>

Student signature:	Date:
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Course section add					
Audit (Yes)	Term (T1, T2)	Subject (e.g. MGMT)	Course # (e.g. 100)	Section (e.g. 001)	Instructor's name

<b>Comments:</b>

**Note:** The application for admission to Audit must be accompanied by a written explanation of the reason that the status is sought.



<b>Approval of Academic Lead</b>	
Signature of Academic Lead:	
Name (please print):	
Date:	Phone:

Personal Information (“Information”) provided on this form is collected pursuant to section 26 of the *Freedom of Information & Protection of Privacy Act (the “Act”)*, R.S.B.C. 1996, c.165 for the purpose of processing your request for a late course addition or change to audit. The Information will be used and shared within UBC in accordance with the Act. Any questions regarding the collection of the Information may be directed to the Faculty of Management at fom.bmgt@ubc.ca