MEMORANDUM

Date: Fall 2017

To: CSUF Faculty

From: Caroline Carpenter
Interim Associate Dean, Strategic Operations
University Extended Education and International Programs & Global Engagement

Subject: OLLI-CSUF Member University class Audit Request

This will introduce ________________________________, a member of the Osher Lifelong Learning Institute (OLLI) at Cal State Fullerton.

OLLI-CSUF is the University’s learning in retirement group founded more than 35 years ago as Continuing Learning Experience. Since this organization began, current members have been able to audit University classes, with an instructor’s signed approval. This arrangement requires a different process than is usually followed to authorize auditing of a class.

By submitting this form, and presenting a current OLLI-CSUF membership badge, the OLLI member listed above is requesting your permission to participate in the class listed below on an audit basis without enrollment – if space is available.

__________________________
(name and section number of class)

We understand that it may not be possible for the OLLI member to audit a lab, activities or an independent study class.

If you agree to allow this OLLI member to audit the above class, please sign below. We thank you for your kind attention.

Faculty signature: ________________________________

Faculty name (print): ___________________________ Date: __________

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OLLI is a program of the CSU Fullerton Auxiliary Services Corporation administered by University Extended Education. California State University, Fullerton