

**APPLICATION FOR BI-REGISTRATION AT  
THE UNIVERSITY OF CHICAGO**

Bi-registration allows students at neighborhood theological schools to register for courses at the University of Chicago through its Divinity School.

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**Part I**

(To be completed by the student applying for bi-registration)

Name of Student: \_\_\_\_\_ UC Student Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Local Address: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Birthdate: \_\_\_\_\_ Social Security #: \_\_\_\_\_ Citizenship: \_\_\_\_\_

I hereby make application for registration in the following course(s) under the terms of bi-registration.

Subject Code	COURSE NO.	COURSE TITLE	INSTRUCTOR
Example: THEO	48000	Ethics, Religion, Psychoanalysis	Tracy et all

**I understand that courses taken at the University of Chicago will be charged through the LSTC billing system and that it is my responsibility to submit bills I receive from the U of C to the LSTC Finance Office.**

\_\_\_\_\_  
**Signature of Student**

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**PART II (For Th.M & Ph.D Students)**

(To be completed by Director of Graduate Studies)

As Director of Graduate Studies, I certify that the above student is in good standing and a candidate for the \_\_\_\_\_ degree. I recommend this application for bi-registration in the course(s) listed above.

\_\_\_\_\_  
Director of Graduate Studies Program

\_\_\_\_\_  
Date

**Part III (For M.A. & M.Div. Students)**

As Registrar of Lutheran School of Theology at Chicago, I certify that the above student is in good standing and a candidate for the \_\_\_\_\_ degree. I recommend this application for bi-registration in the course(s) listed above.

\_\_\_\_\_  
Registrar

\_\_\_\_\_  
Date

**Part IV (For ALL STUDENTS in all degree programs)**

The Office of Finance at the Lutheran School of Theology authorizes registration for above named student at the University of Chicago. **Upon receipt of U of C bill from the student,** the LSTC Finance Office will coordinate payment of tuition.

\_\_\_\_\_  
Finance Office

\_\_\_\_\_  
Date

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## Procedure for Bi-Registration at the University of Chicago

1. The student, in consultation with the appropriate counselor at his or her home institution, will complete Part I of the form titled "Application for Bi-Registration at the University of Chicago," listing those courses for which application is being made.
  2. The student must: **a) *sign the form acknowledging understanding that courses taken at the U of C will be charged through the LSTC billing system and that it is the student's responsibility to submit, immediately upon receipt, all bills from the U of C to the LSTC Finance Office for co-ordination of payment.*** **b)** on the designated day and time of registration in the Divinity School bring this original form to the Divinity School Swift Room 103.
  3. ***Th.M/Ph.D. students will submit the application to (Part II) Director of Graduate Studies for certification and recommendation. M.A./M.Div. students will submit the application to the (Part III) Registrar for certification and recommendation. All students, regardless of degree program, must submit completed application (Part IV ) to the LSTC Finance Office for final authorization to register at the U of C.***
  4. Upon submitting a transcript request, The Office of the Registrar of the University of Chicago will provide the student's home school a copy of the grade report at the end of the term in which the student is registered at the University of Chicago.
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