



BIBLICAL GRADUATE SCHOOL OF THEOLOGY

37 Jln Pemimpin, #06-05 Block B, Clarus Centre, Singapore 577177

Office: (65) 6227-6815 Fax: (65) 6255-3686 E-mail: registration@bgst.edu.sg

Course Registration Form (Private Study)

Date

Note:

1. If you are a new student, please also complete and submit the *New Student Application Form*.
2. All private studies are subject to approval. You are advised to email the Course Registration Form to initiate the processing. It takes 7 working days to confirm the registration and preparation of course materials. Once your application being approved, we will notify you to visit BGST to collect the material and make payment.
3. A student is free to take any number of private study courses. He/she should note, however, that private study courses should only constitute 1/3 of his/her BGST program. Example, for a student to graduate for Grad Dip CS (30 credits), only 9 credits of his/her private study count towards the Grad Dip CS.
4. Please note that a student has *one year* after his course registration date to complete his private study course.

Full Name (Rev / Dr / Mr / Mdm / Mrs / Ms)

(Family/ Surname followed by first/given name)

Student ID NRIC/Passport No./ FIN

Church Attending Denomination

Registration:

Course(s)

Course Code	Course Title	For Credit (√)		For Audit (√)	
		1.5	3.0	1.5	3.0

Course Fees:

Credit: \$187.50 for 1.5-credit course and \$375.00 for 3-credit course.

Audit: \$130.00 for 1.5-credit course and \$260.00 for 3-credit course.

Payment:

Course(s)

Type of Course	No. of Credit	No. of Course(s) Registered	Course Fees	Amount
Audit Course	1.5		\$130.00 / course	
	3.0		\$260.00 / course	
Credit Course	1.5		\$187.50 / course	
	3.0		\$375.00 / course	
Total Payment				

Mode of payments

- Cash
- NETS
- Cheque (issue to "BGST" and state details for payment on the reverse side)
- Internet Banking*

(For DBS/POSB, Account Type: DBS Autosave; Account No.: 0700010968)

(For other banks, Name: Biblical Graduate School of Theology;

Account No.: 070-001096-8; Account Type: Autosave; Swift code: DBSSSGSG;

Bank: DBS Bank, Bishan Branch, #01-014 Junction 8 Shopping Centre, Singapore 579837)

* please input your surname followed by initials for us to identify you as the payer and send an email to finance@bgst.edu.sg with the breakdown of your payment amount so that a receipt can be issued accordingly.

Important Notes

A course registration will only be confirmed *after receipt of payment*. Upon registration, a course registration confirmation will be sent via email.

Dean's Approval and Instructions

Approved by	<input type="text"/>	Signature/Date	<input type="text"/>
Tutor/ Grader Assigned	<input type="text"/>		
Audiovisual Material by	<input type="text"/>	Year of Recording	<input type="text"/>
Manual by	<input type="text"/>	Year of Teaching	<input type="text"/>

For Office Use

Amount paid	<input type="text"/>	Official Receipt	<input type="text"/>
Received by	<input type="text"/>	Date	<input type="text"/>
Recorded by	<input type="text"/>	Date	<input type="text"/>