

Registration Procedures

If you are currently auditing any Lighthouse Bible Institute course and would like to enroll for credit, please complete the following steps:

- 1** Complete an application obtained from the Registrar's office.

- 2** Make an appointment during normal business hours with Dr. Brandenburg @ 461-5561 x124. Bring your completed application. A \$20.00 late fee will be applied for applications received after 3rd week.

- 3** Be prepared at your registration appointment to:
 - Complete a Registration form.
 - Complete a Financial Agreement.
 - Pay twenty-five percent of your bill.
 - Receive a student information packet.

- 4** You will receive a Clearance Slip from the Registrar's office. Submit this form to your instructor upon returning to your next scheduled class.

Audit to Credit Deadline:

Registration must be completed before the third week of any class to change a current audit status to credit.