

## Special Registration Instructions

### Registering for a Truett Course

Social work students (not dual students) desiring to register for a seminary course should go to the Registrar's office to register for that class. Please download and complete an Add/Drop form (<http://www.baylor.edu/content/services/document.php/162123.pdf>). This will need to be signed by the Dean of Truett Seminary. If you wish, you can send it to BJ Tisdale-Hyatt for signature. She will fax to the Registrar's office to save you a trip to Robinson Tower. Please feel free to contact me if you have further questions.

### Auditing a Course

1. Complete the on-line Add/Drop form, print, and take to your advisor or Dr. Singletary for signature. The Add/Drop form is posted on the Office of the Registrar's website at <http://www.baylor.edu/registrar/>. To directly access the form, you can use the url: <http://www.baylor.edu/content/services/document.php/162123.pdf>
2. Complete the petition to audit for Dr. Singletary's signature. [Petition to Audit a Course](#) is downloadable from [Resources for Current Students](#) on our [MSW webpage](#). To directly access the form, you can use the url: <http://www.baylor.edu/content/services/document.php/111088.doc>. Auditing is covered by those paying flat rate tuition. Otherwise, there is an auditing fee (see student financial services site at <http://www.baylor.edu/sfs/index.php?id=69384> for current rates).
3. Take both forms to the Registrar's office, 3<sup>rd</sup> floor, Robinson Tower. They will be able to register you for the course.