



SPECIAL REGISTRATION APPLICATION: ADVANCED RESEARCH FORM

This form must be completed prior to registration in any of the following course units and submitted to the Registry

X8500 RESEARCH METHODOLOGY (9 credit points)
X9696 RESEARCH ESSAY (18 credit points) or X9690 RESEARCH ESSAY (36 credit points) X8598 BMin (Hons) or BTh (Hons) THESIS (45 credit points)

Student Name: _____ **Student Number:** _____

Telephone Number and Email Address:

Phone: _____ **Email Address:** _____

I seek approval to register for the following course unit (code/title): _____

If seeking to register in a Research Essay please confirm that:

Your GPA is at least 1.8 (you have an average mark across all your units of at least 72%)

Yes No (if no, you cannot register in this unit)

You have successfully completed the unit X8500 Research Methodology in the relevant discipline

Yes No (if no, you cannot register in this unit)

You have completed at least 54 credit points towards your degree

Yes No (if no, you cannot register in this unit)

You have completed at least 36 credit points in the discipline area in which you plan to write the essay

Yes No (if no, you cannot register in this unit)

You are aware that Research Essay can take a maximum of one semester per 9 credit points

(i.e., two semesters max. for the 18 CP Research Essay or four semesters max. for the 36 CP Research Essay)

Yes No (if no, you cannot register in this unit)

Discipline Area: _____

Proposed Topic: _____

Proposed Supervisor: _____

Please note that the supervisor must be an accredited teacher with the Sydney College of Divinity. Should the proposed supervisor not be a full time faculty member of CIS, the CIS Discipline Coordinator must approve them. The proposed supervisor's contact details must be listed below:

Semester/Year in which the course unit is intended to be commenced: _____

Signed: _____ Date: _____

APPROVALS

Proposed Supervisor: _____ Date: _____

CIS Discipline Coordinator: _____ Date: _____

CIS Research Committee Chair: _____ Date: _____

Academic Registrar: _____ Date: _____

Copies are to be kept by the Supervisor, the CIS Research Committee Chair, the CIS Subject Area Coordinator and the Original by the Registry Officer

The Following Must be Completed

Financial Arrangements

How do you plan to pay for your course units? Please note that you shall be invoiced with Confirmation of Enrolment prior to Week 1 of the Semester:

- I intend to pay UPFRONT by cash or bank transfer or credit card **or**
- I intend to use FEE-HELP (*If yes, you must have completed a FEE-HELP application and submitted it to the Registry*)

Other details:

- I belong to a Seminary, Formation, or Diaconate Program (*complete details below*)
- I am a Pensioner/Senior and request a discount (*If yes, please supply evidence for administration purposes if you have not already done so, e.g., Copy of Senior's Card*)

Update Contact Information

Please complete if you have recently had a change of address, phone, email or next of kin:

Semester Residential Address: _____

Semester Postal Address: _____

Usual Residential Address (if different): _____

Usual Postal Address (if different): _____

Phone Number: Home: _____ Work: _____

Mobile: _____ Email Address: _____

Next of Kin Name: _____ Relationship: _____

Address of Next of Kin: _____

Contact Phone Number of Next of Kin: _____

Graduation

For the purposes of Graduation Application for the next year:

- I will be completing the requirements of my degree this semester
- I intend to apply for Graduation next year
(For graduating students a separate form will need to be completed before 7th of January)

Cohort Details (for Registry Office and Formator use):

- Independently Invoiced**
- Diocesan Cohort** (*Please specify*)
- Non-diocesan Cohort** (*Please specify*)
- Diaconate Cohort** (*Please specify*)

Other information: