

North Portland Bible College
August 1, 2008
STEPS TO REGISTER FOR CLASSES

Apply for Admission

1. **New students** complete the Application for Admission form and submit it to the business office with a \$15 application fee.
2. **Returning students** do not need to complete a new application or pay the application fee, but should update their contact information with the business office.
3. An online application form is available at Northportlandbiblecollege.org to print and bring to the office with you.

Take the Placement Test (Not required if auditing classes)

1. Effective August 1, 2008, all students will be required to take a reading/writing placement test in order to determine your skill level in reading and writing.
2. Test results older than five years are not valid.
3. Under certain condition, you may be granted a test waiver.
4. Information about testing may be obtained from the business office.

Obtain Copy of High School Diploma, or GED, or an Official College Transcript (Not required if auditing classes)

1. An official college transcript or high school diploma or GED is required for admission.
2. The official copy of the college transcript must be sent directly to North Portland Bible College by school attended.

Meet with Student Advisor (Not required if auditing classes)

1. Make an appointment with the student advisor to plan your program, course schedule, and to answer your questions.
2. Bring your placement test results and any unofficial transcripts that you have.

REGISTER FOR CLASS

1. Students may not register for classes if they owe the college money from previous terms.
2. Complete a registration card for each class
3. Pay tuition and/or make financial arrangement
4. A fee of \$10 will be charged for late enrollment after the first week of class
5. Purchase books from North Portland Bible College or use other resources

QUESTIONS: CALL 503-288-2919

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