



Garrett + Northwestern

CROSS-REGISTRATION INSTRUCTIONS FOR GARRETT-EVANGELICAL THEOLOGICAL SEMINARY STUDENTS



Find a course(s) on CAESAR (Northwestern's Student Information Portal)

Northwestern.edu/CAESAR

Click on "Search for Classes" (You do not need to log on to view courses)



Fill Out Form 1: Northwestern Course Request*

- Obtain Garrett advisor's signature
- Take Form 1 to the appropriate dean or department (not the professor) at Northwestern and request a permission number
- Print the permission number onto the form and ask the person giving the number to print and sign their name

IS THIS YOUR FIRST TIME TAKING A CLASS AT NORTHWESTERN?

YES



Fill Out Form 2: Northwestern
Authorization of Grade Disclosure*



Fill Out Form 3: Confirmation of
Intention to Register*

NO



Fill Out Form 4: Application for
Former Student to Re-Enter*

**RETURN ALL COMPLETED FORMS TO THE REGISTRAR'S OFFICE AT
GARRETT-EVANGELICAL THEOLOGICAL SEMINARY.**

*All required forms are available for download on myGETS

For Academic Year 2020/2021, forms must be submitted to the
Garrett Registrar by:

- For NU's Spring Quarter 2020: March 9, 2020
- For NU's Fall Quarter 2020: September 7, 2020
- For NU's Winter Quarter 2021: December 7, 2020
- For NU's Spring Quarter 2021: March 8, 2020



Garrett

Office of the Registrar
Main Building, Room 217
847.866.3907