

Inter-institutional Course Registration

Trainees whose training programs require them to attend courses offered at other institutions may register using an inter-institutional course registration form. The trainee will pay tuition to his/her home institution only; the trainee must pay any required fees/lab fees to the institution s/he is "visiting."

There is one form that has been agreed upon by all registrar's offices at GCC institutions, which is available on the Rice registrar web page under "Enrollment process for non-Rice students:"

http://registrar.rice.edu/students/inter_institutional/

Although this form is located on the Rice web site, it was agreed upon by the registrars of all participating institutions, so it may be used by graduate students from one GCC institution to attend courses at another GCC institution.

However, please check with your institution's registrar, as some prefer that you use their institution-specific form (e.g. BCM: [link to web page with form](#)).

Please note that these forms require several signatures from advisors up to the registrar in a certain order, from both institutions, so allow adequate time for procuring these signatures.

The registration period for students from other institutions and the due date for these registration forms vary by institution. It is the trainee's responsibility to return required form before the registration deadline.