

Guide to BTI Borrowing



BOSTON THEOLOGICAL INSTITUTE

Beginning July 1st, 2018, the Boston Theological Institute is instituting a **new system for borrowing across BTI Libraries** through the BTI portal. No longer do you need to worry about getting a new BTI Card each semester at our circulation desk!

To borrow at BTI Libraries, simply “opt-in” to BTI Borrowing on the BTI Portal!

Don't have a BTI Portal Account?

Only if **you have not created an account** in the BTI Portal recently, visit www.bostontheological.org/btiportal and fill out the New Students form. Simply check the box at the bottom of the form:

Do you want to sign up to use the libraries at other BTI schools (no additional steps required)? Yes No

Allow 2-3 business days for approval by the registrar and the BTI. You only need to complete this step once. Through the rest of your program, you will be eligible to borrow at all BTI Libraries!

BTI Libraries

- Gordon-Conwell (Goddard Library)
- Hartford Seminary Library
- Harvard Divinity School (Andover-Harvard Library)
- Hebrew College (Gann Library)
- Holy Cross Greek Orthodox School of Theology (Archbishop Iakovos Library)
- **Note: BU students can check out items at Boston College Libraries with just your BU ID (Terrier Card!)**

Already have a BTI Portal Account?

If you have **already created an account at the BTI portal**, you need to “opt-in” to borrow at BTI Libraries. Log into your BTI Portal account, and click on the link “Library Sign-Up.”

Click on the link “Click Here to Opt-in for Borrowing at BTI Libraries.” On the next screen, hit “Edit Item” on the top left of the page, and check the box saying “I wish to Opt-in for Borrowing at BTI Libraries.”

Click submit, and you're done!

Note: You can return items from any BTI Library at the STH Library circulation desk! Simply sign in the book in the BTI Return binder.