

# Registration and Course Credit Policies



## Ed.M. Part-Time Residential Students

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### Credit Breakdown:

**Summer Term:** June 1-July 15, 4 Credits (HPL)

**August Term:** August 5- 23, 8 Credits (EQO, LCH, EVI)

**Fall Term:** Full Term: September 3- December 3, Fall 1: September 3- October 15, Fall 2: October 16- December 3  
6 credits minimum- 10 credits maximum

**January Term:** January 6- 17, 0-4 Credits (Optional)

**Spring Term:** Full Term: January 27- May 2, Spring 1: January 27- Mar. 14, Spring 2: March 24- May 2  
6 credits minimum- 12 credits maximum

**May 29, 2025- Commencement**

**42 credits minimum required to graduate- 56 credits maximum allowed**

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### Policy Notes:

- Please note that 12 credits of Foundations courses count towards the 42 credits requirement. Please also refer to program/concentration specific course requirements.
  - J-Term courses count towards minimum spring credits (6), and overall maximum credits (56), but not towards maximum spring credits (10).
  - Cross-registered courses taken for letter grades (A, B, C, D, and E or F) at another Harvard schools/MIT count toward the 16 credits of Letter Grade policy; pass/fail (satisfactory/no credit) grades do not. These are the schools that offer Letter Grade courses: Divinity School, FAS, Business School Doctorate, HKS, Public Health, and MIT. **It's highly recommended to Cross-register at MIT during the Fall.**
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### Important Registration Information:

- Students cannot register for courses until they complete the My.Harvard Check-in process. Students MUST check-in 3 times a year: Summer, Fall, & Spring.
- Grades used at HGSE: Letter Grade and SAT/No Credit (NCR). 16 minimum credits must be taken for Letter Grade.
- Overall average is equal to or better than B- in order to graduate.
- Registration is not complete until students have enrolled in the minimum required course load. Part-time students are expected to meet all academic and financial degree requirements within one academic year.
- Credits for courses with transcript grades of NCR, WD, or DRP count against the 56-credit overall enrollment limit.
- Students are limited to a maximum of two credits of independent study or field experience per semester. No more than eight credits of independent study, field experience, or combination thereof may count towards each degree
- Students may still drop a full-term course after the deadline until the 9th Monday of the semester, but the course will remain listed on the student's transcript with a "DRP" notation. A student may petition to withdraw from a full-term course until the last day of classes for the semester. the student's record will carry the notation "WD" for the course. See our Academic Calendar for Modules deadlines.
- It is an institutional requirement that students complete course evaluations for each class in which they are enrolled. Continuing students who do not complete all their course evaluations by the published deadline will be prevented from registering for further courses.

#### Foundations:

- Part-time Ed.M. students must complete How People Learn in Year 1 and must fulfill all remaining Foundations coursework within two years. All Ed.M. students must complete an E&O elective of 2 or more credits in Fall, January, or Spring.

#### Cross Registration:

- Students cannot enroll (cross-register) for more than 16 total credits at other institutions. (Students must complete all program-specific and concentration-specific, if applicable, requirements.)
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If you have any questions about registration policies, please email us at [registrar@gse.harvard.edu](mailto:registrar@gse.harvard.edu) and/or visit the [HGSE Student Handbook](#).