

# Registration and Course Credit Policies



## Certificate of Advanced Study

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### Credit Breakdown:

**Fall Term:** Full Term: September 3- December 3, Fall 1: September 3- October 15, Fall 2: October 16- December 3

12 credits minimum- 20 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

12 credits minimum- 20 credits maximum

**May 29, 2025- Commencement**

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

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### Policy Notes:

- Dates for Reading and Final Exam period:
    - Fall: Dec. 4- Dec. 13
    - Spring: May 5- May 16
  - J-Term courses count towards minimum spring credits (12), and overall maximum credits (56), but not towards maximum spring credits (20).
  - 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 2 times a year: Fall, and Spring.
- Registration is not complete until students have enrolled in the minimum required course load. Full-time students are expected to meet all academic and financial degree requirements within one academic year.
- 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.
- 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 four 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 where 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.

#### Cross Registration:

- C.A.S Students may cross-register for the equivalent of 16 credits during the duration of the degree program.
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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](#).