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Online Master's in Education Leadership

Thursday, August 25, 2022

Dear HGSE Students,

I hope you are doing well and are ready for our HGSE Lottery-based enrollment process! As a reminder, our Lottery-based Enrollment process is now opened! [A copy of my previous messages can be found here](#). The Registrar team is available to assist you if you encounter any roadblocks or have any questions; [please visit our website for in-person and virtual hours](#) or email us at registrar@gse.harvard.edu.

The topics covered in this email include:

- My.Harvard Check-in process
- Lottery-based Enrollment
- Instructor permission enrollment
- Grade option
- Accommodations
- Enrollment events timeline

My.Harvard Check-In

As a reminder, **all students are required to check-in for the fall semester**. You will be able to complete the check-in process by following [these steps](#). When you have completed the Check-in process, you will be able to move forward to enroll in classes. **Please note that the my.Harvard Check-in is a required process for each semester at HGSE**. You need to complete 3 my.harvard Check-in processes during the year (summer, fall, and spring).

Lottery-Based Enrollment

The [Fall Term Lottery-based enrollment](#) for HGSE courses will open in my.Harvard on Wednesday, August 24 at 12:01am ET, and will remain so until Tuesday, August 30 when it will close at 11:59am ET. **Please note that you do NOT need to add Lottery-Based enrollment courses to your Crimson Cart or submit a petition; all you need to do is enter the Lottery-based enrollment process and rank your choices.** [Please click here for the Lottery-based enrollment "How to" guideline](#).

You will find the lottery-based preferences (rank your choices) page in my.Harvard. While the lottery is open, you will be able to add, delete, or change your course ranked choices. The results of the lottery-based enrollment will be posted in my.Harvard on Tuesday, August 30 in the evening (no later than 11:59pm ET). You will receive an email communication once it has been completed.

Instructor Permission Enrollment

Instructor permission courses are courses that require specific prerequisites that are reviewed by the instructor. In many cases, courses that require instructor permission are requirements for a program or concentration. In order to enroll in an instructor permission course, [please submit a petition via my.harvard](#). Please check the course description and/or the course website for additional instructions, if any, before submitting your petition. You can start submitting petitions tomorrow, Wednesday, August 24. **Please note that when your petition has been approved, do not forget to enroll in the course!**

Grade Options

Students are expected to indicate their grade option (letter grade or satisfactory/no credit) for each course selected at course enrollment. **As you plan out your course of study for the year (or for two years if part-time), please keep in mind that, in general, Ed.M. students must take at least 16 credits for a letter grade.**

Accommodations

The Harvard Graduate School of Education strives to make all learning experiences accessible by providing reasonable accommodations for students with disabilities. If you anticipate or experience academic barriers based on your disability (including mental health, cognitive, learning, sensory, physical, chronic or temporary medical conditions) please contact [KellyAnn Robinson, Ph.D., Senior Associate Director of Student Support Services](#), as soon as possible, to explore what arrangements need to be made to assure access to course work and classroom learning experience.

Enrollment Events timeline

Please see below for a timeline of key fall enrollment events:

- **Wednesday, August 24: Lottery-based Enrollment Opens (rank your choices)**
- **Wednesday, August 24: Submit Instructor Permission Opens**
- **Tuesday, August 30, 11:59am ET: Lottery-based Enrollment Deadline**
- **Wednesday, August 31: Open enrollment begins**
- **Friday, September 2, 5pm ET: Check-In and HGSE Course Enrollment deadline**

Contact Us

If you have any questions, please contact us at registrar@gse.harvard.edu.

Thank you,

Miguel Sahagun, Ph.D. | Registrar of the Harvard Graduate School of Education

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Resources

OEL Links: [Canvas](#) | [Slack](#) | [Cohort Directory](#) | [InSpace](#)

Event Calendars



Additional events for online and local students can be found here.

[Harvard Diversity, Inclusion & Belonging](#)

[Harvard Events Calendar](#)

[Harvard Alumni Calendar](#)



Academic Writing and Communications

We want to remind you of a number of resources available to support you including: [Academic Coaching](#), [Work Accountability Groups](#), and the [HGSE Writing Center & Communications Lab](#), where you can make appointments for support with papers and presentations. More resources can also be found [here](#).

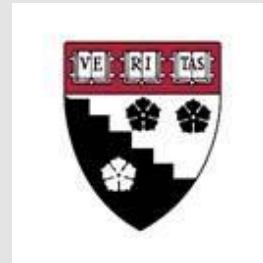


Gutman Library Resources

Make appointments for the following:

- Academic Writing and Communications
- Digital Scholarship
- Library Research

[Ask Us](#) – Search FAQs or email librarians



HGSE Resources

[My.Harvard](#)

[Office of Student Affairs \(OSA\)](#)

[Disability Identification Form](#)

[Office of the Registrar
Career Services Office \(CSO\)](#)

[HGSE Student Handbook](#)

[Faculty and Staff Directory](#)

HGSE Alumni LinkedIn Group

Interested in expanding your professional network? Join the HGSE Alumni LinkedIn subgroup, which is open to both alumni and current students.

