



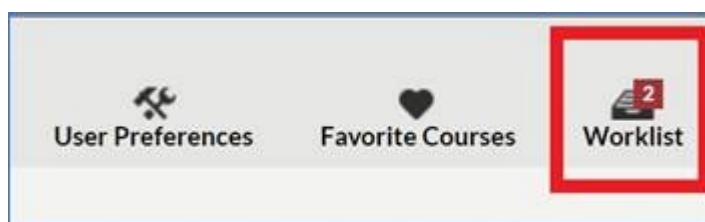
**From:** HGSE Office of the Registrar <registrar@gse.harvard.edu>  
**Sent:** Thursday, February 2, 2023 3:15 PM  
**Subject:** ACTION REQUIRED - January Term Evaluations

Dear HGSE Students,

You are receiving this email because you have not completed your J-Term course evaluations. **It is an institutional requirement that students complete course evaluations for each class in which they are enrolled.** Students who do not complete all their course evaluations will be prevented from registering for further courses (e.g., Spring semester) until they fulfil the course evaluation requirement. Please accept this email as a friendly reminder to complete your pending course evaluations. Please complete your course evaluation by Monday, February 6 by 11:59pm. (If you do not, please beware that a diploma hold could be added to your account if you are graduating this May, or an enrollment hold, if you are a part-time student.)

**Please note the following instructions for accessing and completing your evaluations:**

- Course evaluations are accessed via your **Worklist** (upper right-hand corner of your homepage) on [my.Harvard](https://my.harvard.edu), **not in Canvas**. See [my.Harvard](https://my.harvard.edu) screenshot below:



**Questions?** If you have any additional questions about the course evaluation process, please feel free to contact the HGSE Registrar's office at [registrar@gse.harvard.edu](mailto:registrar@gse.harvard.edu). Students who believe they are experiencing technical problems should email [myharvard\\_support@harvard.edu](mailto:myharvard_support@harvard.edu).

Best wishes,

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

Harvard University | Longfellow Hall | 13 Appian Way | Cambridge MA 02138 | [registrar@gse.harvard.edu](mailto:registrar@gse.harvard.edu) |  
he him his | Hablo español