



Course Registration Overview

The HGSE course registration deadline is **September 1st**, this is **only for HGSE courses you know you will take or must take. Cross-registered courses are not subject to this deadline.** By this date, you should be registered for your course(s). If you need to make a change to your registration after September 1st, you may do so via the add/drop process.

- Add the course to your Crimson Cart.
- Validate the course.
- Submit a petition to request permission from the instructor.
- Submit the course for enrollment.

Here are the steps to follow for course registration:

1. Login to [my.Harvard](https://my.harvard.edu).
2. Find a course using Course Search and add it your CrimsonCart. Click the Crimson Cart button.

Crimson Cart

Select classes to add - Enrollment Preferences

Class Selection Validation

You have chosen to place yourself on the wait list for a lottery enrollment course.
Please see your course website for more information regarding the lottery instructions specific to this course.

✔ Passed ✘ Failed ⚠

Class #	Description	Message	Status
18758	EDU A510A	Permission to enroll in this class is required. This class requires Instructor/Department permission to enroll. If you are allowed to request permission electronically you will see a Submit Petition button.	✘

CRIMSON CART

3. Select the appropriate course and click Validate.

2018 Spring Crimson Cart							
Class	Select	Days/Times	Room	Instructor	Units	Class Status	Petition
EDU A610A-01 (18768)	<input checked="" type="checkbox"/>	Fr 1:30PM - 4:29PM	Longfellow 229 (HGSE)	A. Moffit	2.00		Cancelled
				DELETE	VALIDATE	ENROLL	

4. Click the Submit Petition button

Description	Message	Status	Submit Petition
EDU A610A	Permission to enroll in this class is required. This class requires Instructor/Department permission to enroll. If you are allowed to request permission electronically you will see a Submit Petition button.		Submit Petition
CRIMSON CART			


This will initiate the workflow process. **NOTE:** You must also follow the limited-enrollment procedure as described on the corresponding course website (if applicable).

Your petition status will display as one of the following:


- the instructor has not yet take action on your request
- the instructor has denied your request
- the instructor has approved your request

If the instructor has approved your request, you must complete the enrollment process to be formally added to the class.

5. Once you have a next to the course, select the Course and Click the Enroll button

2018 Spring Crimson Cart							
Class	Select	Days/Times	Room	Instructor	Units	Class Status	Petition
EDU T006-01 (18813)	<input checked="" type="checkbox"/>	Mo 10:00AM - 11:59AM	Longfellow 320 (HGSE)	D. Heising	4.00		
			DELETE	VALIDATE	ENROLL		

6. Click Finish Enrolling

Class	Description	Days/Times	Room	Instructor	Units	Status
EDU T006-01 (18813)	Adult Development (Regular)	Mo 10:00AM - 11:59AM	Longfellow 320 (HGSE)	D. Heising	4.00	
			CANCEL	PREVIOUS	FINISH ENROLLING	

You should receive this message:

Class	Message	Status
EDU T006	Success: This class has been added to your schedule.	

Independent Studies

If you are enrolling in an independent study, you are required to submit an independent study contract (located on the forms section of the Office of the Registrar website).