

Ed.M. and CAS PETITION FOR INCLUSION OF PRIOR COURSEWORK

With approval, degree candidates may count towards the degree no more than a total of two graduate-level courses (or eight credits) taken (1) while enrolled as a non-degree student at HGSE prior to enrollment in the current degree program; (2) as extra courses while enrolled in a prior HGSE degree program; or (3) as a student at the Harvard Summer School. Independent Studies may not be included.

Please submit this form, with the program director's signature, to the Office of the Registrar,

Longfellow G006 for a transcript review. They will forward the petition to the Associate Director for Master's Studies for final approval. Summer School transcripts must be submitted with this form before they will be considered for inclusion. An approved Summer School course will only count as academic credit. It will not count towards the tuition requirement of paying for 32 credits.

Note: If a student plans to apply one course taken prior to entering a HGSE Master's program, the student has two-and-one-half years from the time of matriculation into the degree program to complete the degree. Likewise, if a student plans to apply two courses taken prior to entering a HGSE Master's program, the student has two years from the time of matriculation to complete the degree.

Name: _____ HUID: _____

Email: _____ Degree Program: _____

Courses to be included in current degree program:

Course #: _____ Course Title: _____

Term/Year: _____

Course #: _____ Course Title: _____

Term/Year: _____

Program Director's Approval/Signature Date

Registrar transcript review:

Course 1: Acceptable Not Acceptable Reason: _____

Course 2: Acceptable Not Acceptable Reason: _____

Registrar Date

Approved Not Approved

Associate Director for Master's Studies Date

A confirmation email will be sent to: Student, Associate Director for Master's Studies, Director of Financial Aid, Program Director, Program Administrator, Faculty Advisor