

**From:** Sahagun, Miguel A <miguel\_sahagun@gse.harvard.edu>

**Sent:** Monday, July 15, 2024 2:29 PM

**Subject:** Important Information About Your August Term Foundations Course Placements and Schedules



Dear HGSE Students,

This email contains important details about your August Foundations course placements and schedules for the upcoming August Term. Please read carefully.

### Course Placements

The Office of the Registrar has finalized your placements in the following Foundations courses: LCH101, EVI101, and EQO111 accordingly. You can view your assigned courses under the "2024 Fall" tab in my.harvard. Please note that August Term is officially part of the Fall Semester.

A screenshot of the my.harvard interface showing course placements for the 2024 Fall term. The "2024 Fall (HGSE)" tab is selected. The "Crimson Cart - 2024 Fall" section is empty. The "Waitlisted Courses - 2024 Fall" section is also empty. The "Enrolled Courses - 2024 Fall" section contains a table with three rows of course information. At the bottom, there are buttons for "Edit", "Drop", and "Swap", along with a "Legend" and "Download Calendar" link.

Course (Units/Grading Basis)	Session	Instructor	Location	Time	Day
EDU EQO11E 5 (2/SUS)	AUG	Riveros Medelius	Longfellow 116-Askwith (HGSE)	2:00 PM - 4:30 PM	TuWTh
EDU EVI101 03 (4/SUS)	AUG	McIntyre McIntyre	Gutman Conf Ctr 4 (HGSE) Gutman Conf Ctr 4 (HGSE)	10:30 AM - 1:00 PM 10:30 AM - 1:00 PM	MTuWTh MTuWTh
EDU LCH101 01 (2/SUS)	AUG	Higgins Higgins Higgins	Longfellow 319/320 (HGSE) Longfellow 319/320 (HGSE) Longfellow 319/320 (HGSE)	8:30 AM - 10:30 AM 8:30 AM - 1:00 PM 8:30 AM - 11:30 AM	MTuTh W Th

### Viewing Your Schedule

Beginning today, Monday, July 15, you will be able to view more specifics about your course schedules by clicking on each course number in my.harvard. This will show the section number, instructor, dates, times, and room location for your section meetings. Please note that LCH and EVI do not hold meetings on the same days. LCH and EVI both do coincide with EQO on select days. If you are in a morning section of EQO, you must be in an afternoon section of LCH and EVI. It is not possible to change from morning to afternoon in one course without adjusting the other two courses accordingly.

You can also download your full class schedule by clicking the "Download Calendar" button. **This will open an "ICS" file (iCalendar file) that can be added to a variety of calendar and scheduling applications such as Outlook.**

Enrolled Courses - 2024 Fall					
Course (Units/Grading Basis)	Session	Instructor	Location	Time	Day
EDU EQO111(5) 2/SUS)	AUG	Riveros Medelius	Longfellow 116-Askwith (HGSE)	2:00 PM - 4:30 PM	TuWTh
EDU EVI101(03) 4/SUS)	AUG	McIntyre McIntyre	Gutman Conf Ctr 4 (HGSE) Gutman Conf Ctr 4 (HGSE)	10:30 AM - 1:00 PM 10:30 AM - 1:00 PM	MTuWTh MTuWTh
EDU LCH101(01) 2/SUS)	AUG	Higgins Higgins Higgins	Longfellow 319/320 (HGSE) Longfellow 319/320 (HGSE) Longfellow 319/320 (HGSE)	8:30 AM - 10:30 AM 8:30 AM - 1:00 PM 8:30 AM - 11:30 AM	MTuTh W Th

Edit Drop Swap

Legend Download Calendar Search Courses

### Canvas Sites

The online Canvas course sites for LCH101, EVI101, and EQO111 will be available starting July 22. You can access these via the my.harvard "Course Search" or [canvas.harvard.edu]canvas.harvard.edu. Please continue to check back on the course pages as they will continue to be updated throughout July and August.

Note: Your Foundations courses Canvas sites might mention class times and locations for multiple sections. Be sure to check your "Enrolled Courses – 2024 Fall" tab in my.harvard to identify your correct section number, location, and meeting times.

### Attendance Expectation

As a reminder, the Foundations courses are required to complete your Ed.M. degree. Full-time students are expected to be in residence and available during Foundations course meeting times starting August 5. Refer to the [HGSE Student Handbook](#) for Foundations attendance policies.

### Requesting a Foundations Course Section Change

Requests for reassignment to a different Foundations course section will only be considered between July 15-24 for unavoidable schedule conflicts. Email [registrar@gse.harvard.edu](mailto:registrar@gse.harvard.edu) with any requests. Please note that Requests for reassignment will be granted on very rare occasions, **subject to**

**availability**, and only for cases in which a student has an unmovable family or work commitment that conflicts with an assigned class time.

Requests will not be considered after this period, and it may take until **August 1** for the Registrar's Office to address all requests.

### **Clearing Registration Holds**

Check that any holds on your account are resolved by Friday, August 2 at 12:00 p.m. ET or your Foundations courses may be dropped.

### **Contact Us**

If you have any questions, please contact us at [registrar@gse.harvard.edu](mailto:registrar@gse.harvard.edu).

Thank you,

**Miguel Sahagún, Ph.D. | Assistant Dean of Enrollment Services and Registrar of the Harvard Graduate School of Education**

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him his | Hablo español

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