

From: Sahagun, Miguel A <miguel_sahagun@gse.harvard.edu>
Sent: Tuesday, August 20, 2024 5:35 PM
Subject: Essential Fall Term Registration Information and Upcoming Sessions



Dear Ed.M. Residential Students,

I hope you are doing well! As promised, this is the second in a series of important emails intended to help you with your Fall Term registration process. A copy of this communication will be uploaded to our [“Communications to HGSE Students”](#) page.

The topics covered in this email include:

- **Crimson Cart**
- **HGSE Enrollment Categories**
- **Lottery-Based Enrollment**
- **Cross-Registration**
- **Ed.M. Programs Time Blocks**
- **Registration 101 Sessions**

Crimson Cart

Crimson Cart will open tomorrow, Wednesday, August 21. Adding courses to your Crimson Cart allows you to [validate](#), submit petitions, and enroll in classes. **Please note that you will not be able to enroll into HGSE courses until open-enrollment day: Wednesday, August 28 at 3:00pm ET.** Holds do not impact your ability to add courses to your Crimson Cart and submit petitions!

HGSE Enrollment Categories

I want to share with you the table below with HGSE enrollment categories for Academic Year 2024-2025. Please visit our [Fall Registration 2024](#) page for detailed information of the course enrollment process and deadlines.

HGSE Open Enrollment	What are open or guaranteed enrollment courses?	Why are some courses guaranteed?	How do I enroll in guaranteed enrollment courses?	When do I enroll in a guaranteed course?

	<p>HGSE courses that are open to all interested students and where enrollment is guaranteed if completed by the published registration deadline.</p>	<p>Most courses at HGSE accept all interested students. HGSE works to create as many course opportunities that allow all interested students as possible.</p>	<p>Follow the enrollment guidelines shared by the Office of the Registrar</p>	<p>Students can start adding courses to their Crimson Cart on 8/21. Please note that you will be able to finalize enrollment on 8/28 starting at 3:00pm.</p>
<p>HGSE Lottery-Based Enrollment</p>	<p>What are Lottery-Based courses?</p>	<p>Why are some courses size-limited and in the lottery?</p>	<p>How do I enroll in lottery courses?</p>	<p>When do I enroll in a Lottery-Based course?</p>
	<p>HGSE courses that cannot go above a certain number of students due to the lesson and learning goals</p>	<p>Courses that are size-limited and use the lottery process depend on enrollment not going above a certain level to maintain the quality of the learning experience.</p>	<p>Please click here for the Lottery-based enrollment "How to" guideline.</p>	<p>The Fall Term lottery-based enrollment for HGSE courses opens tomorrow, August 21 in my.Harvard and will remain so until Wednesday, August 28 when it will close at 9:00am ET.</p>
<p>HGSE Instructor Permission</p>	<p>What are instructor permission courses?</p>	<p>Why are some courses offered only by instructor permission?</p>	<p>How do I enroll in instructor permission courses?</p>	<p>When do I enroll in an instructor permission course?</p>
	<p>HGSE courses that require specific prerequisites (including experience and motivation for taking the course) that are reviewed by the instructor.</p>	<p>In many cases, courses that require instructor permission are requirements for a program or concentration. In some rare cases, instructors require a brief application to ensure proper fit for the student.</p>	<p>Follow the enrollment guidelines shared by the Office of the Registrar</p>	<p>Students can start adding courses to their Crimson Cart and submitting petitions on 8/21. Please note that once the instructor has approved the petition, you will be able to finalize enrollment on 8/28 starting at 3:00pm.</p>

Lottery-Based Enrollment

[Please click here for the Lottery-based enrollment "How to" guideline.](#)

[The Fall Term lottery-based enrollment](#) for HGSE courses will open in my.Harvard tomorrow, **Wednesday, August 21 at 12:01am ET**, and will remain so until **Wednesday, August 28 when it will close at 9:00am ET**. 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 Wednesday, August 28 in the afternoon (no later than 3:00pm). You will receive an email communication once it has been completed.

Please note that the lottery-based enrollment process is NOT a first-come, first-served process. All ranked preferences will be run via an algorithm that randomizes selection and does not take time of submission into account. In other words, your ranked preferences are treated equally if submitted within the deadline.

Here are some important highlights about the lottery process:

- Students may **rank order up to 6 choice** courses.
- Each student may **receive up to 4 course** enrollment and/or waitlist spots.
- HGSE Students **do not need to submit petitions** for specific courses to participate.
- Students are automatically enrolled if they receive a placement - no further action is needed.
- These enrollments are dropped at 12:00PM ET on Friday, August 30 if registration holds have not been lifted.
- The waitlist automatically enrolls students who receive spots. Waitlist information is viewable by instructors and students in my.Harvard.
- Students may add themselves to the waitlist for full courses from open enrollment until add/drop period.

For more information about the Lottery-Based Enrollment process, please visit the following website: <https://registrar.gse.harvard.edu/lottery-based-enrollment-6>

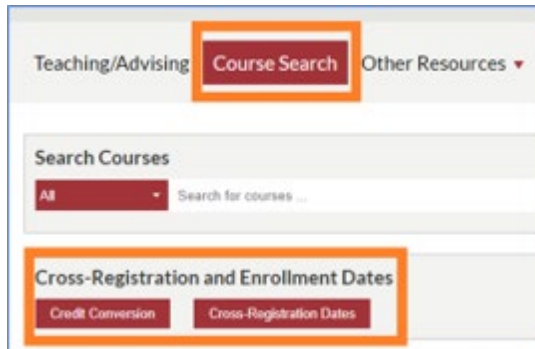
Cross-Registration

Students cannot cross-register for more than 16 total credits at other Harvard schools and institutions, including MIT. Like HGSE course registration, cross-registration into any of the other Harvard schools and MIT is done through [my.Harvard](#). **Please take a few moments to visit our [Cross-Registration](#) page for additional information.**

If you are considering cross-registering at MIT, we highly recommend doing so during the Fall Term; during the Spring Term, MIT starts classes later than HGSE and at times our add/drop deadline is earlier than their open registration date.

Please note that credits and units vary among schools; please click on the Credit Conversion tool on my.Harvard Course Search Tab to determine credit count at other schools. Similarly, Harvard schools and MIT have different registration deadlines and start dates; to determine such dates, click on the Cross-Registration Dates tool. **Courses taken at other schools through cross-**

registration may be added or dropped only until the HGSE add/drop deadline, unless the host school's deadline is earlier, in which case the other school's deadline supersedes that of HGSE.



Ed.M. Program Time Blocks

When making course and other plans for the year, please note that students in the Ed.M. master's programs should plan for program-related courses and/or activities during the following time blocks throughout the year:

- Mondays from 1:00-2:15pm
- Wednesdays from 1:30-4:15pm

Programs will share additional details next week. If you have questions about your program and its use of these time blocks, please contact your program's assistant director.

Registration 101 Sessions

As the Fall Term approaches, please remember to attend one of our important Registration 101 sessions to help you navigate the registration process. We have added sessions on August 22 at 10:00 AM and 2:00 PM at Askwith Hall, Longfellow Building.

Contact Us

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

Best,

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

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