

From: HGSE Office of the Registrar <registrar@gse.harvard.edu>
Sent: Monday, March 20, 2023 2:38 PM
Subject: Reminder: Course Evaluations (Spring 1)

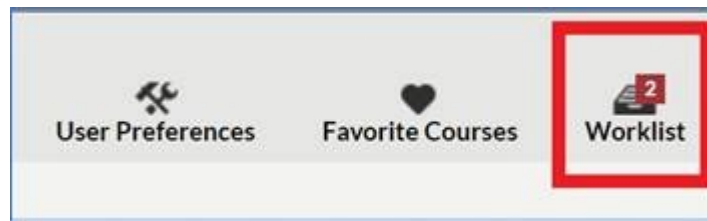


Dear HGSE Students,

You are receiving this email because you have not completed your Spring 1 course evaluations. While we understand that you have a lot on your plate right now, please accept this gentle reminder to complete your Spring 1 course evaluations.

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](#), **not in Canvas**. See [my.Harvard](#) 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. Students who believe they are experiencing technical problems should email myharvard_support@harvard.edu.

Cordially,
Milton

Office of the Registrar | Graduate School of Education | Harvard University | Longfellow Hall | 13
Appian Way | Cambridge MA 02138 | registrar.gse.harvard.edu

From: HGSE Office of the Registrar <registrar@gse.harvard.edu>
Sent: Monday, March 13, 2023 12:22 PM
Subject: Course Evaluations (Spring 1)



Hello HGSE Students,

You've made it to the end of Spring 1! As you continue your classes this semester, please set aside some time to provide HGSE with helpful feedback by evaluating your Spring 1 course(s).

HGSE places a great deal of importance on the evaluation of its courses and programs. 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 future courses until they fulfill the course evaluation requirement.

Your participation is very important to the community, and we thank you again for taking the time to complete your course evaluations.

Completing your Course Evaluations

Course evaluations are accessed via your Worklist (upper right-hand corner of your homepage) on my.Harvard. Course evaluations are accessible in my.Harvard only, not in Canvas. Understanding your valuable perspectives and experiences is critical to HGSE's continuous improvement efforts. We encourage you to give special attention to the open-ended questions in the course evaluation as they provide valuable opportunities for commenting and reflection. Course evaluations will be posted on the web, and hard copies will be made available for future reference.

HGSE course evaluations have five primary purposes:

- To help instructors improve the design of their courses and strengthen their teaching
- To encourage student reflection on their own learning
- To better understand student experiences of equity, inclusion, and belonging during their course experiences
- To provide information about courses to future students
- To inform the professional review process for faculty members

Note: Your responses are always anonymous, and course evaluation reports provide no way to attribute individual comments to students.

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. Students who believe they are experiencing technical problems should email myharvard_support@harvard.edu.

Cordially,

Milton

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