

From: Sahagun, Miguel A <miguel_sahagun@gse.harvard.edu>
Sent: Tuesday, January 9, 2024 3:42 PM
Subject: Spring Registration Updates



OFFICE OF THE REGISTRAR

Dear HGSE Students,

I hope this email finds you well. On behalf of the Office of the Registrar, I extend my best wishes to you as we approach the beginning of Spring Semester 2024. I hope you are looking forward to the upcoming Registration events!

The topics covered in this email include:

- **HGSE Courses**
- **Enrollment Overview**
- **Course previews**
- **My.harvard Check-in**
- **Lottery-Based Enrollment**
- **Cross-Registration**
- **Important dates and deadlines**

HGSE Courses

Courses offered during the Spring Semester 2024 are viewable in [my.Harvard](#). Please be aware that additions and changes will be made right up until the time of course enrollment. For that reason, it is a good idea to check the listing frequently. You can also find any course updates by visiting our [Course Catalog Updates page](#).

Enrollment Overview

Course enrollment is split into three primary phases:

- **Pre-Enrollment:** Wednesday, January 10 – Tuesday, January 17 (Lottery-based enrollment ranking and placement; Add courses to your Crimson Cart; Submit petitions for instructor permission courses that are not in the lottery)
- **Open-Enrollment Period:** Thursday, January 18 – Friday, January 19 at 3:00pm ET (Enroll in open-enrollment courses; Enroll in instructor permission courses; Modify enrollments for lottery-based courses; Join waitlists for lottery-based courses that are full). After January 19, all courses require instructor approval
- **Add/Drop/grade option change deadline:** Monday, February 5 at 11:59PM ET (**Spring Full Term & Spring 1 Modules**)

Please [visit our Spring Term Registration 2024 page](#) for detailed information of the course enrollment process and deadlines.

Course Previews

Students will have two opportunities to preview HGSE classes in advance of course enrollment:

1. By viewing 8-10-minute pre-recorded videos created by the course instructors and posted to their (Canvas) course websites. These videos will be made available to students on **Friday, January 12.**

*****IMPORTANT*** It is highly recommended that you watch the pre-recorded videos before attending the Live Q&A sessions.**

2. By attending live, 25-minute question and answer sessions. **Spring Q&A sessions will be scheduled on Tuesday, January 16, and Wednesday, January 17.** The preview schedule will be posted to my.Harvard on Friday, January 12. These live sessions will also be recorded and posted to course websites.

My.Harvard Check-In

Check-In in my.Harvard will begin on Wednesday, January 10 (at 12:01 a.m. ET). You will be able to complete the check-in process by following [these steps](#). The deadline to check-in in [my.Harvard](#) is Friday, January 19. After January 20, students will be allowed to do late check-in through Monday, February 6, at which time check-in will close. **All students are required to check-in for the spring semester.** When you have completed the Check-in process, you will be able to move forward to enroll in classes.

Lottery-Based Enrollment

The Spring Semester lottery-based enrollment for HGSE courses **will open** in my.Harvard on **Wednesday, January 10 at 12:01am ET**, and will remain so **until Wednesday, January 17 when it will close at 2:00pm 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, January 17 in the evening (no later than 11:59pm). You will receive an email communication once it has been completed.

Please visit [our Lottery Based Enrollment](#) page for detailed information of the lottery process and deadlines.

Cross-Registration

Like HGSE course registration, cross-registration into any of the other Harvard schools and MIT is done through my.harvard. Please visit our [Cross Registration page](#) for additional information.

Please note that on Wednesday, January 10, you may add courses to your Crimson Cart – This means that you can start adding courses at other Harvard Schools and MIT to your Crimson Cart. This will allow you to validate and submit petitions for instructor permission courses. Holds do not impact your ability to add courses to your Crimson Cart and submit petitions!

*****IMPORTANT*****

Due to differences in the academic calendars of the Harvard Graduate School of Education (HGSE) and the Massachusetts Institute of Technology (MIT), students are cautioned that some MIT courses that require instructor permission/approval start after our add/drop deadline; this might prevent you to register. As a reminder, you need to follow the earliest deadline of both institutions, in this case, HGSE add/drop deadline is first. In addition, Spring grades for MIT courses may not be received in time to count towards May 2024 graduation. If students wish to receive their diploma on time, they should carefully consider whether to take an MIT course in the final semester. Please refer to the [Student Handbook](#) on our website, and to the deadlines listed below:

January 10 - GSE Crimson Cart Opens
January 18 - GSE Spring Open Enrollment Begins
January 22 - GSE Spring Classes Begin
January 29 - MIT Spring Enrollment Begins
February 2 - MIT Spring Registration Ends
February 5 - MIT First Day of Spring Classes
February 5 - GSE Spring/Spring1 Add/Drop Deadline
March 8 - MIT Spring Add/Drop Deadline
May 13 - GSE Spring/Spring2 Grades Due
May 14 - MIT Spring Classes End
May 23 - GSE Commencement
May 24 - MIT Spring Grades Due

Important Dates and Deadlines

Please continue to check our [Academic Calendar](#) for important dates and updates.

- **Wednesday, January 10, 2024:** Add courses to your Crimson Cart Opens
- **Wednesday, January 10, 2024:** Lottery-based Enrollment Opens (rank your choices)

- **Tuesday, January 16 – Wednesday, January 17, 2024:** Live Course Q&A sessions
- **Wednesday, January 17, 2024, 2pm ET:** Lottery-based Enrollment deadline (closes at 2pm ET)
- **Thursday, January 18, 2024, 12:01am ET:** Open enrollment begins
- **Friday, January 19, 2024, 3:00pm ET:** Check-In and HGSE Course Enrollment deadline. (Deadline does not apply to courses HGSE students are expecting to take through cross-registration at other Harvard schools)
- **Monday, January 22, 2024:** HGSE Spring courses begin
- **Monday February 5, 2024:** Add/Drop/Change Deadline for Spring Full Term and Spring 1 classes

Contact Us

If you have any questions, please contact us at registrar@gse.harvard.edu. In addition, The Office of the Registrar will offer tabling (office) hours in the Gutman Library lobby in the morning (10am to noon) and afternoons (2-4pm) on:

Wednesday, January 10th
 Tuesday, January 16th
 Wednesday, January 17th
 Thursday, January 18th
 Friday January 19th
 Monday, January 22nd
 Tuesday, January 23rd
 Wednesday, January 24th
 Thursday, January 25th (10am-12pm only)
 Friday January 26th
 Friday, February 3rd (2-4pm only)
 Monday, February 5th (2-4pm only)

Regards,

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

Harvard University | Longfellow Hall | 13 Appian Way | Cambridge MA 02138 | registrar@gse.harvard.edu | he him his | Hablo español

This message is intended for the designated recipient(s). It may contain confidential or proprietary information and may be subject to confidentiality protections. If you are not a designated recipient, you may not review, copy, or distribute this message or any information it contains. If you received this in error, please notify the sender by replying to the email and deleting this message. Thank you.