

## Fall Room Requests

GSE-Courses <Courses@gse.harvard.edu>



Dear HGSE Faculty,

I hope this email finds you well! Please see below with important Fall Semester updates.

### Review Your Course Catalog Details

Please review the information posted in [my.Harvard](#) for your course. If anything is not as expected or you have questions, please email me at [courses@gse.harvard.edu](mailto:courses@gse.harvard.edu) with any updates. Important things to pay attention to are grading basis, description, credits and whether your course is open enrollment, lottery based, or requires instructor consent.

### Room Preferences ([Survey Link](#))

As we are getting ready for the start of the Fall Semester, we are asking you to please send us your room preferences using this [survey link](#) no later than **Friday August 25th**. Please note that room assignments are based on final enrollment numbers, and you might not get your first option. Additionally, if your class requires additional rooms for sections, please submit your request via our [HGSE Events and Room Reservation System](#) starting on Monday, [September 4th](#).

Please do not hesitate to reach out to me if you have any questions.

All the Best,

**Jill Hennessey** | Academic Planning Coordinator | Office of the Registrar | Harvard Graduate School of Education  
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