



Harvard University Extension School

Undergraduate Degree Programs Office

51 Brattle Street • Cambridge, Massachusetts 02138-3722 • (617) 495-9413 • Fax: (617) 998-8494 • www.extension.harvard.edu/undergrad/

Professional Course Petition

Undergraduate degree candidates may complement their liberal arts education with four professional courses in communications in business, information systems management, management, mathematics for teaching, and museum studies.

The majority of professional courses are available only for graduate credit. As a result, undergraduate degree candidates must register for graduate credit, pay the graduate tuition, and be evaluated at graduate standards. All professional courses are considered upper-level, but they do not fulfill social sciences, humanities, or sciences credit; also, Harvard instructor designations will vary.

In order to participate in these professional options, you need to be an admitted AA or ALB degree candidate who has completed a minimum of 32 credits at Harvard Extension School with a 3.0 or higher cumulative GPA. In addition, you must complete this form and return it to Lynn Rublee, Undergraduate Degree Programs, before you register. The Undergraduate Degree Programs Office is not obligated to accept toward the degree any professional coursework that has not been pre-approved. If you would like to earn a professional course citation, submit the Citation Petition along with this form.

Student Information

Term of professional enrollment _____

Name _____
First *Last*

Address _____
Street

City *State* *Zip*

E-mail address _____ Daytime phone number _____

DCE ID number @

--	--	--	--	--	--	--	--	--	--

(see www.extension.harvard.edu/login if unsure)

Cumulative GPA _____ *must be 3.0 or higher* Total number of completed Extension School credits _____ *minimum 32*

Employment status: Full-time Part-time Number of hours per week _____

Professional Course Information

Please list the individual professional course(s) you would like to take:

Have you received degree credit for a professional course(s) previously? _____

If so, please list course(s) and grade(s). Candidates may enroll in a maximum of four professional courses.

Please state your reasons for wanting to enroll in the specific professional course(s). If you want to earn a professional citation, you must also complete the Citation Petition.

Student's signature _____ Date _____

Undergraduate Degree Programs Office use only
Approved by _____ Date _____
Approval e-mail sent to student? _____ Coded in FM5? _____