



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/

Residency Approval Form

One of the advantages of being a Harvard Extension School undergraduate degree candidate is becoming part of the larger Harvard community, including participating in mentoring relationships with Harvard faculty and using the many resources available on this world-renowned campus, such as one of the world's largest academic libraries. As a result, we don't offer an undergraduate degree entirely online; we offer a blended undergraduate degree program.

Students can earn our degree through any combination of online and on-campus courses with the requirement that they must complete a minimum of 16 credits of *on-campus only* courses. Students who live at a great distance, including international students, may complete the 16-credit residency requirement by completing two seven-week summer sessions through the Harvard Summer School, where housing and I-20 visas are available. For example, students may complete a Harvard Summer School session at the beginning of their academic career and then, a final Summer School session near the end.

While it is possible, given the number of distance education courses offered each year, that students can fulfill all their undergraduate degree requirements with just two summer sessions and distance education coursework at Harvard, it is not guaranteed. The number of on-campus courses needed will depend on the amount of transfer credits granted and the specific degree requirements remaining as well as students' areas of interest and personal timetables. Students who truly live at a distance will need to work closely with their academic advisor to work out a tentative degree completion schedule that is always subject to changes to our annual course offerings.

In order to help facilitate this process, candidates who plan to be in residence for just 16 credits, must complete this form and schedule a meeting with the program's associate dean in order to work out the many details and share their distance education learning experiences. **This form must be submitted after candidates are admitted, but before candidates are halfway through their AA or ALB degree programs.**

Student Information

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 _____ Total number of completed credits _____

Residency Information

Please list the semesters that you have completed (or plan to complete) the minimum 16 credits of on-campus only courses.

Please list the on-campus only courses

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Please state your reasons for completing just the minimum amount of on-campus only courses as well as your experience with the distance education courses to date. We are interested in all the pros and cons of your online education in order to be more informed about your learning experience. You may attach a Word document.

Please offer a few days and times that you are available to meet with the Associate Dean.

Student's signature _____ Date _____
--

Undergraduate Degree Programs Office use only Approved by _____ Date _____
--