

APPLICATION FOR STUDYING AT ANOTHER HARVARD SCHOOL INSTRUCTIONS

Application Deadline

Applications to study at another Harvard school are due by **August 1** for the fall term or academic year and by **January 1** for the spring term. Students filing after these dates are charged a late registration fee of \$50.00 plus an additional \$5 for each week late. **Applications to study at another Harvard school will not be approved if students have an outstanding term bill from a previous term or if a loan from the University is delinquent by more than 90 days.** Students who fail to register are liable for a lapse-of-candidacy fee of \$250. Students who want to discontinue their degree candidacy should file a withdrawal notice with the GSAS Dean's Office.

Contact Information

The address on the application should be a mailing address for the period students are registered at another Harvard school, and is the address to which term bills will be sent. **Please inform the Registrar's Office of any change of address.** Students must provide an e-mail address that will be monitored regularly; if there is any problem processing the application, the GSAS Dean's Office will e-mail students.

Tuition Payments

The tuition requirements for PhD candidates are two years of full tuition and two years of reduced tuition. Students registered at another Harvard school delay payment of tuition, and instead pay tuition to the school they register in for a term or academic year.

Once an application has been approved, there is a \$30 fee for any change later requested in the charges for a term.

Health Insurance Coverage

Students registered at another Harvard school will not be covered under the Harvard Student Health Plan. Instead, their health insurance will be handled through the school they are attending.

International Students

Immigration regulations require that F-1 or J-1 visa holders must maintain full-time enrollment status while in the United States. F-1 or J-1 students who are considering applying to study at another Harvard school should speak to an advisor in the Harvard International Office (Holyoke Center 864, 617-495-2789) before submitting an application.

APPLICATION TO STUDY AT ANOTHER HARVARD SCHOOL

(for students who will be registered and studying full-time at another Harvard school)

Last Name: _____ First Name: _____ Harvard ID: _____

Department: _____ G-Year: _____ Degree Program: _____ Anticipated date of degree: _____

E-mail*: _____ Telephone Number: _____

**Please provide an e-mail address that you will check often; if there is a problem processing your application you will be contacted via e-mail.*

Address: _____

Citizenship:

United States

Other Country: _____

Visa: _____

Please check off the term(s) you wish to register at another Harvard school: **Fall** **Spring**
Academic Year: _____

Tuition Charges: GSAS tuition is delayed while students register at another Harvard school (no GSAS tuition will be charged). Students are responsible for tuition fees charged by other Harvard school.

Health Insurance Coverage: Students studying at another Harvard school will receive health insurance coverage from that school. Fees will be charged to their term bill.

Which Harvard School will you be attending? Why are you requesting to register there? **(REQUIRED)**

By signing below, the student indicates that he or she has read and understood the instructions on the reverse side.

Student Signature: _____ **Date:** _____

Student's Advisor: _____ **Date:** _____

Director of Graduate Studies: _____ **Date:** _____

International Office (for international students only): _____ **Date:** _____

GSAS Dean's Office: _____ **Date:** _____