



ACADEMIC PLAN

- The purpose of an academic plan is to ensure that changes made to a student’s record are in accordance with the student’s planned program progression.
- Students are required to submit an approved academic plan to the Registrar’s Office when making a change to their student record. This includes General Petitions, Leave of Absence Petitions and Change in Degree or Department requests.
- Students are required to review their academic plan with their department/program/field of study advisor before submitting it to the Registrar’s Office. Students should refer to the Curriculum Guide for guidance.
- Once departmental approval is received, the student is required to attach an academic plan with their form in my.harvard. If the academic plan is not attached, the form will be denied.

Name: _____

Program: _____

Credits completed to date: _____

+

Semester: _____

Course number and credits: _____

Course number and credits: _____

Course number and credits: _____

= Total for the semester: _____

+

Semester: _____

Course number and credits: _____

Course number and credits: _____

Course number and credits: _____

= Total for the semester: _____

+

Semester: _____

Course number and credits: _____

Course number and credits: _____

Course number and credits: _____

= Total for the semester: _____

+

Semester: _____

Course number and credits: _____

Course number and credits: _____

Course number and credits: _____

= Total for the semester: _____

Total credits: _____

Expected graduation date: _____

By ticking this box, you confirm that the plan includes all the department/program/field-specific requirements in the allotted time.