

Registering for Classes

General Information and Examples

Key Web Sites

Registration Portal
<http://my.harvard.edu>

CCB G1 Orientation Information
<https://chemistry.harvard.edu/orientation>

Online Check-in

Complete the online check-in for the fall term at my.harvard.edu by August 16th at 11:59 pm. You must do this at the beginning of each term to be considered an active student and to be allowed to register for courses. The Check-in option is located in the "To Do" section. This will also give you the opportunity to update personal information. Please make sure especially to update your residential address, as an out of state address may still be on file for you. Those who do not check-in by the deadline may be subject to late fees.

If you see an advising hold, do not worry. This will be cleared when your courses are approved online by the Department. Please contact Joe Lavin (lavin@chemistry.harvard.edu), if there are any financial holds.

Curriculum Advising Committee (CAC)

During the first week, each of you will have meetings with a member of the Curriculum Advising Committee (CAC). The CAC advises students on their academic plans, approves required courses, and assists in decisions related to the PhD program. Meeting with a CAC member is the first step to determining your fall course load. At this meeting, your CAC member will sign your CCB Plan of Study.

CCB Plan of Study

Submit your CCB Plan of Study, signed by your CAC member, to the Department Office (Mallinckrodt 132) by August 25th at 5pm. This is required for the Department to approve your courses online.

Course Registration

The final step is to register for courses at my.harvard.edu. Please keep in mind the following:

- Students are required to take a minimum of 16 credits per term.
- During their graduate career, Chemistry students will be required to take 4 advanced courses, while Chemical Physics students will be required take 5 advanced courses. An advanced course is 4 credits. Coursework is typically completed by the end of the G2 year.
- All G1s are required to take **Chemistry 301hfa/b. Scientific Teaching and Communications: Practicum** in the fall and spring terms. This course is 2 credits per term.
- All G1s must participate in three 4-week rotations in different laboratories (or one 8-week and one 4-week rotation) during the fall semester. The rotations are considered a course and listed as **Chemistry 300** for the fall term. This is usually a 4-credit course, but students may enroll in more than 4 credits to bring them up to the required 16 credits (e.g. when taking two courses)

- Students entering GSAS whose native language is not English and who have not attended an English-speaking undergraduate institution will be screened for English proficiency, based on the Speaking section of the TOEFL IBT (Internet-Based Test). Those students not deemed proficient will be required to take a class at the Institute of English Language (IEL) in the fall term. In these cases, it may be advisable for that student to carry a lower course load that term. IEL courses should be entered as **Chemistry 399** (Chemistry-related coursework) for 4 credits.
- If taking more than 2 letter-graded courses, students may enroll in 18 credits. See example below.

Sample G1 Fall Course List

If taking 3 letter-graded courses:

Level: Graduate Year 1			
Catalog Number	Title	Professor	Credits
Chem 300	Research and Reading	Betley	4
Chem 301hfa	Scientific Teaching and Comm	Tucci	2
Chem 110	The Chemistry and Biology of Therapeutics	Liau	4
Chem 155	Advanced Inorganic Chemistry II	Betley	4
Chem 177	The Chemistry, Biology, and Social Implications of Genome Editing	Liu	4

If taking 2 letter-graded courses:

Level: Graduate Year 1			
Catalog Number	Title	Professor	Credits
Chem 300	Research and Reading	Betley	4
Chem 301hfa	Scientific Teaching and Comm	Tucci	2
Chem 110	The Chemistry and Biology of Therapeutics	Liau	4
Chem 155	Advanced Inorganic Chemistry II	Betley	4

Degree Requirements in Chemistry

All students must earn a B or better in **4** advanced courses in chemistry and/or related fields (e.g. biochemistry, physics, etc.). Grades of B- will count as a pass if balanced by a B+ or better on a one-for-one basis. Grades of C+ or below will not count. An advanced course is designated in the course book as 100+ level and above.

NOTE: Chemistry 100r, Chemistry 145, Chemistry 160, Chemistry 165, Chemistry 300 (rotations), Chemistry 301HFA & B, 300-level reading and research courses, Physics 143a, Physics 143b and Chemical Biology 2200 do not count toward the required 4 courses.

Degree in Requirements in Chemical Physics

All students must earn a B or better in **5** advanced courses in chemistry and/or related fields (e.g. biochemistry, physics, etc.). Grades of B- will count as a pass if balanced by a B+ or better on a one-for-one basis. Grades of C+ or below will not count. An advanced course is designated in the course book as 100+ level and above.

NOTE: Chemistry 100r, Chemistry 145, Chemistry 160, Chemistry 165, Chemistry 300 (rotations), Chemistry 301HFA & B, 300-level reading and research courses, Physics 143a, Physics 143b and Chemical Biology 2200 do not count toward the required 4 courses.

Equivalent courses may be substituted with the approval of the Curriculum Advising Committee (CAC).

MIT courses recommended and taken in the past:

5.44 Organometallic Chemistry (This is not a full MIT course and would count as 2 credits at Harvard.)

5.46 NMR Spectroscopy and Organic Structure Determination

5.061 Principles of Organometallic Chemistry

MIT Classes begin on Wednesday, September 8, 2021. See the enclosed directions on registering for courses at MIT. Note that not all MIT courses are full courses and may count as 2 credits at Harvard.

Adding or Dropping Courses

The deadline for adding or dropping courses is September 20th. Students may add or drop courses; however, before doing so, they must get approval from a member of the CAC. The Plan of Study form should be picked up from Kathy Oakley or Joe Lavin before the student meets with a CAC member for approval of a course change. **The signature of a CAC member is required on the Plan of Study form for any course changes made.**

Contact:

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