



# HARVARD EXTENSION SCHOOL

Office of ALB Advising and Program Administration

51 Brattle Street, Cambridge, Massachusetts 02138-3722 • (617) 495-9413 • www.extension.harvard.edu/undergraduate-degrees

## Field of Study Proposal Form

The field of study option is open to ALB candidates who wish to concentrate their academic studies in a specific field (e.g., biology, government, or religion) within their chosen area of concentration (sciences, social sciences, or humanities). To be eligible, you must have completed at least two Harvard courses in the proposed field with honors grades (B or higher). Only courses taken at Harvard count towards the field of study; **transfer courses are not applicable**.

You are an ideal candidate for this option if you have completed two or more courses in a particular field at Harvard that sparked your interest to learn more, or you are considering a graduate degree or career in that field. Fields of study are individually designed, allowing flexibility and customization as you select courses that align with your academic and professional goals.

Each semester, you work with your academic advisor to select courses that will count toward your field of study with your background, interests, and future plans in mind. You can also search for courses that apply to your field of study through the Degree Course Search. Completing a field of study will not change the degree earned; a field of study will not appear on the diploma, but it will appear on your official transcript for graduate school admission committees or prospective employers to review.

In addition, field of study candidates have the option to request a Harvard Extension School faculty advisor of their choice. The faculty advisor program allows for three advising meetings with a participating faculty member. The meetings would entail offering you advice on field of study course selection and future plans (such as potential graduate school or career options).

You may complete only one field of study. You must complete a minimum of 32 credits in your field of study at Harvard with B- or higher grades and maintain an overall field GPA of 3.00. All courses taken within your field of study count toward your field GPA. Please submit this form to the Office of ALB Advising and Program Administration (alb@extension.harvard.edu).

### Student Information

STUDENT FULL LEGAL NAME (must match exactly your passport or other government-issued photo identification)		
Last/Family/Sur name(s)	First/Given name(s)	Middle name(s)

HARVARD ID NUMBER (appears on your ID card)	DAYTIME PHONE NUMBER

E-MAIL ADDRESS

AREA OF CONCENTRATION (i.e., sciences, social sciences, or humanities)

PROPOSED FIELD OF STUDY. You can only choose from the following list of approved fields of study. Other fields or alternative wording of existing fields will not be considered.			
Humanities	Sciences	Social sciences	
English	Biology	Business administration and management*	Government
Literature	Computer science*	Economics**	History
Religion	Environmental studies	Environmental studies	International relations
	Mathematics		Psychology
* Due to limited undergraduate course offerings, you may need to enroll in graduate level courses.			
** Enrollment in Harvard Summer School provides wider selection of courses in this field.			

### Background

Please list the Harvard courses that you have completed in this field:

_____	_____
_____	_____
_____	_____
_____	_____

Continued on next page.

Why have you chosen this field of study? Do you plan to continue your studies in a graduate program? If so, where and what program? Do you plan on a career in this field? If so, what kind of job and where?

Multiple horizontal lines for writing the response to the question above.

**Faculty Advisor Option**

Would you like to meet with a Harvard Extension School instructor in this field to discuss course selection and future plans?

Yes (students in their last semester cannot request a faculty advisor)

No, not at this time. I will contact the office if I change my mind.

If yes, please list instructor names in order of preference (i.e., first choice, second choice, third choice). The Office of ALB Advising and Program Administration coordinator will contact the instructor(s) in this order on your behalf. It is best to choose a faculty member with whom you have already taken a course or with whom you are currently enrolled.

1st choice \_\_\_\_\_

2nd choice \_\_\_\_\_

3rd choice \_\_\_\_\_

Student's signature \_\_\_\_\_ Date \_\_\_\_\_