HARVARD COLLEGE

Request for Dean’s Letter

Cabot House

Office of the Allston Burr Resident Dean

Cabot Mail Center

60 Linnaean Street

Harvard College, Cambridge, MA 02138

617-495-8744 (phone); 617-496-5388 (fax)

STUDENT: Please complete this form and give it to your Allston Burr Resident Dean.

Name of Student (print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class: \_\_\_\_\_\_\_\_\_\_\_\_\_

Preparation and Release of Dean’s Letter:

I hereby request that Harvard College prepare a Dean’s Letter in support of my application(s) to

professional school or for a fellowship. I understand and agree that, to prepare the Dean’s Letter, officers of the College, including my Allston Burr Resident Dean and others, will access my educational records. I further request that Harvard College send the Dean’s Letter to the institutions that I designate. I will provide my Allston Burr Resident Dean with a list of all such institutions.

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Student's signature Date

Waiver of Access to Dean’s Letter:

I understand that, under the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (“FERPA”), I have the right to see the Dean’s Letter.

I hereby \_\_\_\_ WAIVE / \_\_\_\_ DO NOT WAIVE my right of access under FERPA with respect to the Dean’s Letter.

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Student's signature Date