



**HARVARD
GRADUATE SCHOOL OF EDUCATION**

Office of the Registrar

LETTER REQUEST FORM

Name: _____

Harvard I.D.: _____ **Phone:** _____

Please prepare and send a letter to the following:

The letter should state the following (*please note that we can only include information that is a matter of record in the Office of the Registrar*):

Signature: _____

Date: _____

For Office of the Registrar Use Only

Date Sent: _____