

HARVARD COLLEGE
Request for Dean's Letter

Kirkland House

Office of the Allston Burr Resident Dean
95 Dunster Street
Harvard College, Cambridge, MA 02138
617-495-2276 (phone); 617-496-4620 (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 written list of all such institutions.

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.

Student's signature

Date