

Jones Hall 2nd floor rm. 200

Office of International Education (OIE)
Tel: 940.898.3338

Fax: 940.898.2048

REDUCED COURSE LOAD INFORMATION AND FORM

Name: _____ ID#: _____
(Family) (First)

Phone: _____ Email: _____ Undergraduate Graduate

Major: _____

Failure to enroll in a full course of study or dropping below a full course of study without PRIOR approval is a violation of immigration regulations and will result in a loss of legal status as well as termination of the student's SEVIS record and I-20.

Financial difficulties or unavailability of certain courses are not valid reasons for enrolling for less than full-time.

Reduced course load requested for: Spring 20____ Fall 20____ Number of credits recommended: _____

Academic: Only one semester per degree allowed in this category; requires a minimum enrollment of 6 credits.

- Initial difficulties with the English language
- Initial difficulties with reading requirements
- Unfamiliarity with American teaching methods (when first studying in the US)
- Improper course level placement
- Final semester. Completing final degree requirements this semester. No further enrollment is required. No minimum enrollment.

Medical: Maximum one year aggregate allowed.

Medical condition: Medical documentation on **letterhead** signed by your licensed medical doctor, licensed doctor of osteopathy, or licensed clinical psychologist **MUST** be attached with this form. The letter need not violate confidentiality, but should state that they are treating you and contain recommendations concerning your course load.

Faculty/Advisor Academic Advisor Certification:

Name and Title: _____

Signature: _____

Date: _____

OIE Approval Signature: _____ Date: _____