

Undergraduate Final Semester Reduced Course Load Request

Student's Name: _____ Student ID: _____

Major: _____ Minor: _____

TO ACADEMIC ADVISOR:

U.S. immigration regulations allow F-1 international students to reduce their course load below full-time (i.e. at least one credit, but fewer than 12 credits) if the student is in the final semester of his/her degree program and needs fewer than 12 credits to graduate. A Final Semester Reduced Course Load can be **used only one time per degree level.** To ensure that the student's request does not affect his/her immigration status in unexpected ways, we ask you to confirm that the student will be eligible to graduate at the end of this semester. **International students may not enroll in more than one online/internet course.** Students enrolled in more than one online course must obtain approval from International Student Services. Students who do not have approval are required to change their schedule. ISS is required to follow regulations and report in SEVIS any student's failure to maintain status if guidelines are not followed.

The above-named student has requested a Final Semester Reduced Course Load for the following semester:

☐ Fall ☐ Spring ☐ Summer Year: _____

How many credits does this student have remaining to complete their degree program? _____

The following courses are **required** before the above-named student can complete his/her degree program:

Course ID:	Course Title:	Course Offered:
_____	_____	<input type="checkbox"/> Face-to-Face <input type="checkbox"/> Online Only
_____	_____	<input type="checkbox"/> Face-to-Face <input type="checkbox"/> Online Only
_____	_____	<input type="checkbox"/> Face-to-Face <input type="checkbox"/> Online Only

I certify that the abovementioned student will be eligible to graduate at the end of the current semester if they complete the number of credits indicated above.

Advisor's Name

Signature

E-mail

Extension

Date