

Final Semester of Study

- Undergraduate or Masters degree student completing program of study at the end of the current term.

You must be enrolled for at least the number of credits needed to complete your studies. The end date on your I-20 will be made to reflect the end of the current term, if it doesn't already.

Medical Condition

- Temporary illness or medical condition. You must attach a signed letter from a *licensed medical doctor, doctor of osteopathy, or licensed clinical psychologist*. The letter must substantiate the illness or medical condition.

You may enroll for any number of credits. If you cannot enroll for any courses due to your medical condition, the letter from your medical professional must state this and you will need to complete the Registrar's Office *Withdrawal Form*. You may only receive this permission for a maximum of 12 months during your current degree level.

Completed Course Work

- Graduate student who will be completing or has completed all required course work and is studying for preliminary examinations or working on a thesis or dissertation.

You must be enrolled for a minimum of two graduate level (300+ or above) credits. Note: in this category, we consider you to be enrolled full-time for immigration purposes only. Your SEVIS record will indicate full-time enrollment rather than a reduced course load.

Academic Advisor or **Medical Professional**

I hereby certify the reason given for the request to approve a reduced course load is correct.

Name: _____ Title: _____

E-mail: _____ Phone: _____

Signature: _____

Note: Academic Advisors will be notified via e-mail if request is denied.

To be Completed by Student:

Signature: _____

To be Completed by International Education Office Staff:

This student has been approved to reduce his/her course load for the semester requested: Yes No

Name/Title: _____

Signature: _____ Date: _____

Revised 10-13