Academic Request for Approval to Take a Reduced Course Load

The information requested on this form is needed to comply with U.S. Citizenship and Immigration Services (USCIS) regulations. This form serves as a request for approval to take a reduced course load because less than 12 credit hours is required to graduate.

Permission from the PDSO must be obtained before the student registers.

An F-1 student who drops below a full course of study without prior approval will be in violation of status. A student who registers for less than a full course load because they intend to graduate in that semester, and then does not graduate, will be considered out of status.

I. STUDENT INFORMATION

Student Name__________________________________________________________

Morrisville ID#___________________ Email____________________________________

Major______________________________  Ant. Grad Date______________________

Term of Reduced Course Load  Fall 20____  Spring 20____

II. ADVISOR INFORMATION

Advisor Name_________________________________ Title__________________________

Department___________________________________ Phone________________________

Email__________________________________________________

I certify that the above-mentioned student only requires a reduced course load (less than 12 credits) for the term indicated and will meet graduation requirements for their program at the conclusion of the term.

Advisor Signature_________________________________________ Date______________

III. OFFICE USE ONLY

PDSO Name_____________________________________     Approved______   Denied______

PDSO Signature___________________________________________ Date______________