

**REQUEST for REDUCED COURSE LOAD APPROVAL
DUE TO MEDICAL CONDITION
FOR STUDENTS IN F-1 STATUS**

The information requested on this form is needed to comply with US Citizenship and Immigration Services (USCIS) regulations for students applying for approval to take a reduced course load (less than 12 credits) or withdrawal from all courses due to a medical condition. Permission from the International Student Counselor **MUST** be obtained **BEFORE** you drop a course or withdraw. If you drop below full time with out the **PRIOR** approval of the International Student Counselor, you will be in violation of federal regulations governing F-1 students and be considered out of status.

A reduced course load or withdrawal from school due to a medical condition cannot exceed an aggregate of 12 months while you are pursuing a course of study at a particular program level. A request form must be completed **BEFORE** each semester, if more than one semester of reduced course load is needed. In order for the International Student Counselor to approve your request, you must provide current medical documentation from a licensed medical doctor, doctor of osteopathy, or licensed clinical psychologist that substantiates your medical condition, and recommends a reduction of course load or withdrawal from school. Attach the documentation to this form and submit it to the International Student Counselor.

If your request is approved, you must resume a full course of study the next available semester in order to maintain your F-1 Status.

STUDENT COMPLETES THIS SECTION:

(Please Print)

Student Name: _____

Email: _____ Phone: _____

Field of Study/Major: _____

Briefly explain reason for medical withdrawal: _____

Student Signature: _____ Today's Date: _____

Please remember to submit medical documentation with this form. Thank You.

For Office Use:

ISC Action & Date: _____ Entered into SEVIS (Date & Initials): _____

Notes: _____
