

Reduced Credit Request Form

Students must submit this form to the international office prior to dropping below full-time enrollment.
Failure to receive authorization violates federal regulations and jeopardizes the student's legal status.

PLEASE COMPLETE THE FOLLOWING INFORMATION.

Student Name	Birthday
SID 885-	SEVIS ID N
Local Address	City, Zip Code
Email Address	Phone
Program of Study	Today's Date
I-20 Expiration date	Student Signature

I am requesting reduced enrollment authorization for _____ quarter in 20____ due to :

- Completing Program**
- Medical Reason** (Must provide official documentation and insurance if planning to stay in the US)
- Initial Difficulty with English Languages** (First quarter in US only)
Students experiencing language difficulties may be required to enroll in English language classes.
- Unfamiliarity with American Teaching Methods** (First Quarter in US only) **Improper Course Level Placement** (Permitted only one quarter per degree program level)

Note* Students taking a reduced course load for medical or academic difficulty reasons may NOT engage in employment during the applicable quarter(s).

DO NOT WRITE BELOW. OFFICE USE ONLY.

of credits student will take in the quarter noted above: _____

STUDENT'S CURRENT ACADEMIC STATUS/ANTICIPATED ACADEMIC PROGRESS.

*Regulations stipulate that all F-1 students make "normal progress" towards their degree at all times.

Is this student considered to be making "normal progress" towards his/her degree (progressing at the rate expected of ALL students in this program?)

- Yes
- No: Explain _____

Based on "normal academic progress" in this student's program, please provide information on when this student is expected to reach the following stages of his/her academic program as noted:

- Completion of all program requirements: (quarter/year) _____

STUDENT HAS CONTINUALLY MAINTAINED IMMIGRATION STATUS.

- Yes
- No: Explain _____

OFFICE USE ONLY

Approved by _____

SEVIS updated on: _____ by _____

IO Database updated on: _____ by _____