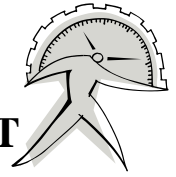


## Graduate Students



### REQUEST FOR LESS THAN FULL-TIME ENROLLMENT

This request must be approved by ISS prior to withdrawing from course(s) or prior to less than full-time enrollment. Approval for less than full-time for the final term or thesis, dissertation, or continuing enrollment **must** be **approved prior to** the beginning of the term in which the student intends to be less than full-time. A reduced course load **must** still equal 6 semester hours, unless final term of study.

**A: To be completed by Student.**

Name (Please Print) \_\_\_\_\_

Address: \_\_\_\_\_

ID Number: \_\_\_\_\_ Phone No. \_\_\_\_\_

E-Mail Address(es) \_\_\_\_\_  
(List all e-mail addresses)

Completion Date on Current I-20: \_\_\_\_\_

**B: To be completed by Academic Advisor or Program Coordinator.**

Permission to register for less than full-time should occur rarely in a student's career. Immigration law requires an F-1 international student to be full-time during each Fall and Spring semester. (9 hours for graduates and 6 hours for graduates holding an assistantship.) A student must be full-time during the Summer only if it is the student's first semester. However, under certain conditions, such as language/cultural adjustment problems upon arrival, or a medical problem, it may be possible to drop below the required number of hours. If the student's activity is equivalent to full-time but actually requires less than full-time registration i.e. writing thesis or dissertation or continuing enrollment, this form is to be endorsed by the academic advisor/program coordinator then forwarded to ISS prior to the beginning of the term.

**PLEASE MARK ONLY ONE OF THE FOLLOWING** (Mark only one box)

- The new student is having difficulty with English language or reading requirements.
- The new student is unfamiliar with American teaching methods.
- The new student is unfamiliar with American culture and is having difficulty with adjustment.
- The student has been placed in the improper course level.
- The student has a medical reason for needing to be registered less than full time (attach doctor's letter).
- All coursework is completed, only thesis/dissertation hours remain.
- All required coursework, and thesis/dissertation hours have been completed and the student is considered full time per Graduate School 601 continuing enrollment policy. (Applies only to thesis or dissertation students)
- Student has graduated and is on Practical Training.

I endorse and recommend less than full-time registration for this student for the \_\_\_\_\_ semester, year \_\_\_\_\_.

Academic Advisor/Program Coordinator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

College: \_\_\_\_\_ Department: \_\_\_\_\_

Print Name: \_\_\_\_\_ Phone: \_\_\_\_\_ SIUC Mailcode: \_\_\_\_\_

This request must be approved by ISS prior to withdrawing from course(s) or prior to less than full-time enrollment.

**C: To be completed by the International Student Adviser.**

Approved by International Student Adviser: \_\_\_\_\_ Date: \_\_\_\_\_

For the \_\_\_\_\_ semester, year \_\_\_\_\_.