CERTIFICATION FOR REDUCED COURSE LOAD - COMPLETION OF GRADUATE COURSEWORK

Student name (please print) ___________________________ Banner Number ___________________________

Email ___________________________ Phone ___________________________

Academic Advisor name ___________________________ Today’s date ___________________________

This student is in the US in F-1 or J-1 status and is bound by federal regulations requiring full-time study (9 hours for graduate students) each semester.

Students requesting a reduced course load must remain enrolled at least half-time (5-6 hours for graduates). Graduate students engaged in preparation for comprehensive examinations or thesis/dissertation activities after completion of coursework must have this form endorsed by their academic advisor, department chair, and ISSS. If approved, students will not be required to enroll in 9 credit hours during the semester listed below.

Term Reduced Course Load to Begin: Semester: Fall _____ Spring _____ Summer _____ Year: 20 _____

I recommend less than full-time enrollment because this student:

_____ Is preparing to take a comprehensive examination (i.e., qualifying examination before progressing to thesis/dissertation – not the GRE, GMAT, MCAT, or other standardized entrance examination).

_____ Has completed all degree coursework and is engaged in thesis or dissertation activities.

_________________________________________ ___________________________
Academic Advisor/Supervising Professor Date

_____________________________ ___________________________
Department Chair Date

_____________________________ ___________________________
DSO/Immigration Advisor Date

Comments: __________________________________________

ISSS/Reduced Course Load – Completion of Graduate Coursework
08/08/2016