



INTERNATIONAL STUDENT & SCHOLAR SERVICES

The University of Alabama at Birmingham

**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.

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: