



INTERNATIONAL STUDENT
& SCHOLAR SERVICES

The University of Alabama at Birmingham

CERTIFICATION FOR REDUCED COURSE LOAD - ACADEMIC DIFFICULTIES

THIS FORM AUTHORIZES A STUDENT TO ENROLL IN LESS THAN A FULL COURSE OF STUDY, BUT IT DOES NOT GRANT PERMISSION TO TAKE A TERM OFF. A STUDENT WHO DROPS BELOW A FULL COURSE OF STUDY WITHOUT PRIOR ISSS APPROVAL IS CONSIDERED OUT OF STATUS.

Student name (please print)

Banner Number

Email

Phone

Academic Advisor name

Date

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

This student is in the US in F-1 or J-1 status and is bound by federal regulations requiring full-time study (12 hours for undergraduate students, 9 hours for graduate students) each semester.

A reduced course load due to academic difficulties can be authorized only once during a course of study within one program level.

I recommend that this student be enrolled in less than a full course load because the student:

_____ Has initial difficulty with the English language or reading requirements

_____ Is unfamiliar with US teaching methods

_____ Has been advised to drop a course because of improper course level placement

Department Chair

Date

Academic Advisor

Date

DSO/Immigration Advisor

Date

Comments: _____