

REDUCED COURSELOAD FORM

Advisors! Please read this form carefully before signing it. In signing this form, you are assisting us in verifying that your international student is maintaining his or her immigration status. International students are only allowed to carry fewer than 12 (UG) or 9 (GR)/term in very limited circumstances for academic reasons. Undergraduate students may only be enrolled part time in their final term of study. Graduate students may be part time enrolled in their final term of study, but also are eligible for part-time enrollment when all of their required course work (core, elective and seminar) has been completed and they are working on thesis, research or dissertation requirements. During the graduate research period the student must be registered for at least one research-related credit per term.

Student Name: _____

SSN/PSU ID: _____ Major _____

For: Fall Winter Spring term (circle one) 20____

_____ **has completed his or her coursework (core, elective and seminar) and is preparing full-time for comprehensive exams.**

_____ **has completed his or her coursework (core, elective and seminar) and is working full-time on thesis/dissertation/project research requirements.* PLEASE NOTE!** A student may only be allowed to under enroll for an official project OPTION, the equivalent of a thesis or coursework-only option. A student is NOT eligible to be under enrolled solely for the purpose of an independent project. If the Master's program in which the student is enrolled does not offer a Project Option, the student must be full-time unless the following scenario applies.

_____ **is completing his or her final coursework this term.**

Graduate and undergraduate students:

Signature of Academic Advisor for Major: _____ Date: _____ Advisor Name:

_____ Extension _____

Undergraduates Only:

Signature of IASC advisor or SBA advisor for UG General Education Requirements

_____ Date: _____

Advisor Name: _____ Extension _____

Please feel free to use the reverse for any comments you might have!

COMMENTS:

COURSE LIST FOR FINAL TERM OF STUDY:

Please note that financial or personal reasons are not appropriate reasons for under enrollment and students with these types of problems must see an international student advisor at International Student Services.