



Academic Request for Approval to Take a Reduced Course Load

The information requested on this form is needed to comply with U.S. Citizenship and Immigration Services (USCIS) regulations. This form serves as a request for approval to take a reduced course load because less than 12 credit hours is required to graduate.

Permission from the PDSO must be obtained before the student registers.

An F-1 student who drops below a full course of study without prior approval will be in violation of status. A student who registers for less than a full course load because they intend to graduate in that semester, and then does not graduate, will be considered out of status.

I. STUDENT INFORMATION

Student Name _____

Morrisville ID# _____ **Email** _____

Major _____ **Ant. Grad Date** _____

Term of Reduced Course Load **Fall 20**____ **Spring 20**____

II. ADVISOR INFORMATION

Advisor Name _____ **Title** _____

Department _____ **Phone** _____

Email _____

I certify that the above-mentioned student only requires a reduced course load (less than 12 credits) for the term indicated, and will meet graduation requirements for their program at the conclusion of the term.

Advisor Signature _____ **Date** _____

III. OFFICE USE ONLY

PDSO Name _____ **Approved**____ **Denied**____

PDSO Signature _____ **Date** _____