

## Reduced Course Load (Academic)

**IMPORTANT: Please read the back of this form before proceeding with this request.**

### Completed by the Student:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

SamID#: \_\_\_\_\_ Email: \_\_\_\_\_

I wish to \_\_\_\_\_

I understand that if no authorized exception applies and I then register for or drop to less than full-time enrollment, I will be out of lawful F-

### To Be Completed by an International Office Advisor:

DSO Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### To Be Completed by an Academic Advisor, Chair, or Dean:

*I agree with this student's request for a reduced course load based on the following exception*

### To Be Completed by the Instructor of Course to be dropped:

**NOTE: F-1 students may use "Academic Difficulties" as an excuse to drop, only ONE TIME in their entire Program of Study.**

please circle one

\*I disagree/have comments: \_\_\_\_\_

Name & Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Information for students who require a reduced course load during a Spring or Fall Semester or who enter as an F1 in a summer semester.**

*International students who are admitted to the United States in F-1 status are required by the Department of Homeland Security or DHS (formerly INS) to maintain the terms and conditions of their nonimmigrant status. Failure to do so can result in deportation. One of the requirements for maintaining F-1 status is to pursue a "full course of study" every semester, not including the summer break. A "full course of study" is considered full-time study, which at Texas State University is defined as **9 credit hours for graduate and non-degree graduate students and 12 credit hours for undergraduates.***

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**1) Academic Reasons**

**2) Medical Reasons**

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