

Exemption from Full Time Enrollment Requirement

F-1 and J-1 Students

You must obtain approval before you drop your course.

To maintain F-1 and J-1 student status, international students must be enrolled in a full course of study each fall and spring semester (summer enrollment is optional).

- For undergraduates full-time enrollment is considered to be 12 credits.
- Graduate students are required to be enrolled for 9 credits. Dissertators are considered full-time if enrolled for 3 credits.

There are only certain reasons that U.S. Immigration will accept for enrolling less than full-time. The acceptable reasons are listed below. For any semester in which you are enrolled less than full-time, please complete the following form and have your faculty academic advisor, or for medical circumstances your physician or counselor, sign the bottom section, if the advisor feels that you have a valid Immigration reason.

Bring the completed form to the International Advising Center for approval. This will clarify any question regarding your enrollment status for immigration purposes. *All withdrawals must be processed by the student according to university procedures through the Registrar's office.* Do not drop your class until you have picked up a copy of the approval in 171 Kendall the following workday at 2 pm.

- **Submit a copy of your current I-20 with this form.**

Name: _____ ID# _____

(Family) (First)

Visa type: F-1 ____ J-1 ____ Degree _____ Major _____

Semester for which less than full time approval is requested: Spring ____ Fall ____ 200 ____

Minimum 6 credits allowed for *Type 1*. Number of credits recommended: _____

Indicate why you are enrolled less than full-time:

Type 1: Academic. Only one semester per degree allowed in this category. Minimum 6 credits allowed.

- Initial difficulties with the English language, or initial difficulties with reading requirements.
- Unfamiliarity with American teaching methods. (when first studying in the US)
- Improper course level placement

Type 2: Final semester.

- Completing all degree requirements this semester.

Type 3: Medical. Maximum one year aggregate allowed.

- Medical condition. Medical documentation signed by your *licensed medical doctor, licensed doctor of osteopathy, or licensed clinical psychologist*, containing recommendations concerning your course-load must be attached.

Please note: the Immigration and Naturalization Service does not consider financial difficulties a valid reason for enrolling less than full time

Faculty Academic Advisor

I hereby certify that the reason given for less than full-time enrollment is correct.

Name and Title: _____ email: _____

Signature: _____ Date _____

International Advising Approval signature: _____ Date: _____

UNIVERSITY of NORTH TEXAS

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