COLLEGE OF
Saint Benedict Saint John's UNIVERSITY
Inspired Learning. *Inspiring Lives.*

Reduced Course Load Application Form

ACADEMIC ADVISER CERTIFICATION FOR INTERNATIONAL STUDENTS ENROLLED LESS THAN FULL –TIME
*This form must be processed by the International Student Program Office before the student drops below full time status.

Name of Student: _____
(Family/Last name) (Given/First name)

Degree Objective: _____ Anticipated Graduation Date: _____

This form covers the _____ semester of 20 _____(to graduation)

U.S. Immigration law required international students to register for full time study during each fall and spring semester. Full time study is defined as twelve semester hours of registration for undergraduates.

Certain circumstances justify enrollment for fewer hours. Since you are in the best position to supply information about this student's academic situation, we are asking you to indicate which of the following situations, if any, explains why the student is not currently registered full-time. Please check which applies. If you wish to add comments, please do so.

I recommend that this student drop below a full course of study (12 credits) because the student:

____ is in his/her final term of study and does not need to enroll full time this term to meet degree requirements.
____ is in the first academic year and is unfamiliar with American teaching methods.
____ has been advised to drop a course because of improper course level placement.
____ has a medical condition that makes registration for a full course of study inadvisable. (Document from medical professional is required)

_____ _____
(Academic advisor's name) (Academic advisor's signature)

_____ _____
(Academic advisor's e-mail address) (Date)

Approved by International Student Academic Advisor:

_____ _____ _____
Name Signature Date

Approved by Intercultural and International Student Services:

_____ _____ _____
Name Signature Date

INTERCULTURAL AND INTERNATIONAL STUDENT SERVICES
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