EXCEPTION TO THE FULL-COURSE-OF-STUDY REQUIREMENT
Reduced Course Load (RCL)
INFORMATION SHEET

Federal immigration regulations severely limit a student's ability to be less than full time, but it may be allowed in some circumstances explained below. If you drop below full time without authorization after the drop/add deadline, the Office of International Education is required to report this to SEVIS and you will lose your F-1 status. International students in F-1 status are required to maintain full-time enrollment during the school year. If you cannot or will not meet this requirement, you must request a reduced course load.

### Definition of Full Time

For F-1 students, full time is at least 12 credits per term

### NOTE:

- The courses you take for “audit” do not count toward the full-time enrollment requirement for immigration purposes.
- Lack of financial support does not constitute a valid reason to reduce course load according to immigration regulations.
- If you are requesting an RCL for Medical reason or Academic difficulty or Completion of Course of Study, you will be required to meet with an International Student Advisor.

#### Academic Difficulties:

If a student is unable to be enrolled full time, he/she must obtain an instructor recommendation. A student may be authorized for a reduced course load on the “academic difficulties” basis only for a single term during any one course of study at a particular program level, and must resume a full course of study at the next available term (excluding vacation terms). A reduced course load for academic difficulties must consist of at least 6 credits. Please refer to the RCL request form due to Academic Difficulty.

#### Completion of Course of Study:

If a student will complete degree/certificate program, a student may apply for RCL if fewer courses (less than full time) are needed and required to complete course of study.

#### Medical Conditions:

If a student is unable to be enrolled full time, due to a temporary illness or medical condition, he/she must apply for RCL. This will require medical documentation. Please refer to the Medical Verification form.

- The documentation cannot be dated more than 30 days before the start of the term for which the RCL is requested. The documentation must be completed in English.

- The student must provide medical documentation from a U.S. licensed medical doctor, doctor of osteopathy, or licensed clinical psychologist, to an International Student Advisor to substantiate the illness or medical condition. Practitioners must be licensed in the U.S.

- A reduced course load for a medical condition can be granted for a period of time not to exceed an aggregate of 12 months while the student is pursuing a course of study at a particular program level.

- An International Student Advisor or DSO must authorize the drop below full time for each new term.