

## REDUCED COURSE LOAD AUTHORIZATION

First Name \_\_\_\_\_ Last Name \_\_\_\_\_  
Major \_\_\_\_\_ Course level \_\_\_\_\_  
Date \_\_\_\_\_ Student ID: \_\_\_\_\_  
Semester requested (RCL) \_\_\_\_\_

In general, F-1 students must be registered full-time. However, the following are exceptions to the full-time rule (reasons for RCL):

1. Lack of English proficiency
  2. Misunderstanding of American teaching methods
  3. Improper Course Level Placement
  4. Last semester
  5. Medical reasons
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1. Initial academic difficulty due to problems with English language or due to the reading requirements. This reason may be used only once, generally during the first semester.
  2. Initial academic difficulty due to student being unfamiliar with U.S. teaching methods. This reason may be used only once, generally during the first semester.
  3. Student placed in an improper course level. This reason may be used only once, generally during the first semester.
  4. Student will complete the program in the semester indicated above (the student's final semester) and needs less than a full course load to complete the program.
  5. MEDICAL REASONS: Documentation from a licensed medical doctor or licensed clinical psychologist in the U.S. must be attached for OSA approval to drop below full-time enrollment for medical reason. By regulation, medical RCL may not exceed 12 months in total.

**Registrar (for last semester only-to be signed by the Registrar):**

**Please confirm that the above-mentioned student is qualified for a reduced course load authorization because it is their last semester of study**

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