

FULL COURSE WAIVER FORM

F-1 INTERNATIONAL STUDENT PRAIRIE VIEW A&M UNIVERSITY

Full-time enrollment is a requirement for international F-1 students (9 hours graduates and 12 hours undergraduates) in both Fall and Spring semesters. A student cannot drop below the minimum number of hours without prior approval from the international student advisor. Dropping or registering below a full time enrollment without prior approval is considered a violation of status.

Student Name: _____ Signature: _____ Date: _____

Student ID Number: _____ Semester Waiver Requested: _____

Email Address: _____ Telephone Number: _____

To Be Completed by an Academic or Faculty Advisor

By signing this form, you agree with this student's request for a reduced course load.

Authorized reasons for registering for less than a full course of study:

____ **Medical Condition:** A letter from a U.S. licensed medical doctor, a doctor of osteopathy, or clinical psychologist is required. It must be on official letterhead and state that a temporary illness or medical condition caused the student to reduce or to interrupt their full-time enrollment. The letter must specify the affected semester.

____ **Academic Difficulties:** Students may be approved for a reduced course load due to academic difficulties only once per program level. Must be enrolled in at least 6 credits hours. Valid reasons include:

- a) Initial difficulty with the English language or reading requirements (first year in U.S.)
- b) unfamiliarity with U.S. teaching methods (first year in U.S.)
- c) Improper course level placement.

____ **Final Term:** Graduate/undergraduate student in last semester who needs less than full-time hours to complete university requirements for the degree. ***The student must be registered. Final course cannot be online course. The student must be physically present in a classroom for his/her final term. Final term of study includes fall, spring and summer.***

____ **Thesis/Dissertation:** Graduate students who are enrolled in at least 1 credit hour of thesis or dissertation meet the full-time enrollment requirement for immigration purposes. However, they are still required to submit this form to document their academic engagement. Please note that students in this category will not receive an updated I-20.

Semester /Year student will be below a full course of study: _____

Course number(s) and number of credit hours the student will be registered for during the requested semester. ***Final course(s) cannot be online.***

If not the student's final term – List the academic requirements remaining for the degree: _____

Printed Name: Academic or Graduate Faculty Advisor

Signature

Date

International Student Advisor: Full Course Waiver Approved for: _____ Semester

PDSO/DSO Printed Name and Signature

Date

THE SIGNATURE OF THE DEAN OF GRADUATE STUDIES IS REQUIRED FOR STUDENTS ON GRADUATE ASSISTANTSHIPS

Printed Name: Dean of Graduate Studies

Signature

Date