

International Student and Scholar Services ♦ Florida International University

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REQUEST FOR REDUCED COURSE LOAD (RCL) DUE TO ACADEMIC DIFFICULTIES

I. To be completed by student (Please PRINT):

Last Name First Name Panther ID#

Program Level:

Bachelor's Master's Doctorate Other (*Specify*)_____

Email Phone #

I initially registered for a full-time course load but I am now requesting approval for a reduced course load due to the academic difficulty cited below. Attached to this request is a **letter(s) from my Academic Advisor and/or Faculty Member(s) teaching the course(s) to be dropped** recommending the reduced course load.

- _____ Difficulty with the English language or reading requirements (first semester in U.S. only)
- _____ Unfamiliarity with U.S. teaching methods (first semester in U.S. only)
- _____ Improper course level placement

I understand that I cannot reduce my course load until I obtain authorization from ISSS. If my request is approved, I understand that I still must maintain an enrollment of at least six credit hours to remain in compliance with immigration regulations.

I understand that should I be approved for this semester, this will be a one-time approval. I will not be eligible to request another reduced course load for academic reasons for the duration of my current academic program.

I attest that the reason cited above, and documented herein, is true and valid.

Student's Signature Date

II. To be completed by ISSS Advisor (Designated School Official):

In accordance with 8 CFR 214.2(f)(6)(iii)(A):

- _____ *Student's request is APPROVED. This approval will be reported in SEVIS.*
- _____ *Student's request is DENIED. He/She must remain registered for a full-time course load to remain in compliance with immigration regulations.*

NOTES: _____

ISSS Advisor/DSO Signature Date