



**GENERAL INFORMATION**

J-1 students may request a reduced course load, allowing them to drop below a full course of study. Requests for a reduced course load must be submitted to an immigration advisor at UCF Global on a semester-by-semester basis and fall under one of the following categories:

(1) Medical Illness:

The student is compelled to interrupt a full course of study due to illness or a medical condition.

*Supporting Documentation: signed written statement from a physician requiring or recommending an interruption or reduction in studies*

(2) Bona Fide Academic Reason:

The student’s academic advisor recommends the student to reduce the academic load to less than a full course of study due to an academic reason.

*Supporting Documentation: signed written statement from an academic dean or advisor recommending a reduction in studies*

(3) Final Term:

The student needs less than a full course of study to complete academic requirements in the final term.

*Supporting Documentation: proof that an intent to graduate has been filed.*

**REASON FOR REDUCED COURSE LOAD REQUEST**

Medical illness     Bona Fide Academic Reason     Final Term

Semester in which the Reduced Course Load is requested : \_\_\_\_\_  
(term and year)

Intended number of total credit hours: \_\_\_\_\_

**STUDENT INFORMATION**

Today's Date (MM/DD/YYYY): \_\_\_\_\_

UCF ID: \_\_\_\_\_ SEVIS Number: N \_\_\_\_\_

First Name: \_\_\_\_\_ Family Name/Surname: \_\_\_\_\_

Date of Birth (MM/DD/YYYY): \_\_\_\_\_ Legal Sex:  Male  Female

Local Telephone Number: +001 \_\_\_\_\_

Email Address: \_\_\_\_\_

I understand that applying for a reduced course load does not automatically grant me permission to enroll in less than a full course of study and that I must receive approval from UCF Global before dropping below a full course of study.

Student Signature: \_\_\_\_\_