

Completed Course Work

- Graduate students who have completed all required course work and will *only* enroll for thesis or dissertation credit hours. This enrollment will be considered full-time from the approved semester through graduation. **Note:** To be eligible to be considered for this option an approved program of study must be on file in the Graduate School. This option is not available for graduate students employed on graduate assistantships if the appointment is for the entire semester.

Final Semester of Study

- Undergraduate or Master’s degree student completing program of study at the end of the current term. **Note:** This option is not available for graduate students employed on graduate assistantships if the appointment is for the entire semester.

After receiving permission you are eligible to be enrolled for the number of credit hours needed to complete your studies. If you are applying for a reduced course load based on your final semester, the end date on your I-20 or DS-2019 will be adjusted to reflect the actual program completion date. However, for F-1 students planning to apply for OPT, ISSS will not print a new I-20 until the OPT recommendation is processed.

Do you intend to apply for OPT (Optional Practical Training) upon completion of your program?

Yes No

Student’s Signature: _____ Date: _____

Signature of Major Professor/Academic Advisor

I hereby certify the reason given for the request to approve a reduced coarse load is correct. If this request is due to course work completion or final semester, documentation of student’s progress must be submitted to the Dean of Graduate School along with this form.

Name: _____ Title: _____

Signature: _____ Date: _____

E-Mail: _____ Phone: _____

Signature of the Dean or Designate of Graduate School (for graduate students only)

Name: _____

Signature: _____ Date: _____

Office Use:					
Request for RCL approved:	Yes <input type="checkbox"/>	No <input type="checkbox"/>			
I-20/DS-2019 end date shortened:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	New I-20 printed:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Advisor Name: _____	Printed Name		Signature	Date	