

If you are not enrolled full-time according to the guidelines listed below (per U.S. immigration regulations), you must (1) ask your academic advisor to sign this form and (2) submit it to the International Center. Note that your department may require you to take more credits than the minimum indicated below. For more information about enrollment rules, please review the guidelines listed on the International Center website at:

<http://international.missouri.edu/come-to-mu/students/enrollment-guidelines/>. **Full-time enrollment is considered:**

- *Undergraduate students:* Enrollment in at least 12 credit hours
- *Graduate students without an assistantship:* Enrollment in at least 9 credit hours
- *Graduate students with an assistantship:* Enrollment in at least 6 credit hours
- *Doctoral students who have passed comprehensive exams:* Maintenance of continual doctoral enrollment (at least 2 credit hours each Fall and Spring and 1 credit hour in the Summer)

To be completed by the student

Family/Last Name: _____ Given/First Name: _____

Student Number: _____ Department: _____

Level (check one): Undergraduate Graduate Expected graduation date: _____

Semester requested for reduced course load: _____ Number of credits you will take: _____

To be completed by the academic adviser

There are limited situations in which an international student may take a reduced course load. Listed below are the only legally acceptable reasons for taking a reduced course load. Please check all reasons that apply:

- The student is having difficulty in his/her first or second semester with:
 - English language
 - Reading requirements
 - American teaching methods
 - Improper course placement
- GRADUATE STUDENTS: The student has already completed all required formal coursework and the only degree requirements remaining may include research, projects, thesis, or the equivalent. Once submitted, this RCL form will suffice for all future semesters.
- The student will graduate at the end of this semester
- The student has a medical condition (**attach documentation from a licensed doctor**)
- The student is taking classes both at MU and another school (**attach a registration confirmation from the other school**)

Academic adviser's signature _____ Date _____

Print name & title _____

International Center adviser authorization

Adviser _____ Date _____ Approved Denied