



## International Center Reduced Course Load Request

You must meet with an International Student Advisor to have a reduced course load approved. If it requires a LifeMap Advisors signature in room E235, please acquire the signature as soon as possible.

**A student who drops below a full course of study without the prior approval of the DSO will be considered out of status. 8 CFR 214.2(f)(6)(iii)**

Student Name: \_\_\_\_\_ Student ID# \_\_\_\_\_  
Last Name First Name

Email: \_\_\_\_\_ Semester:  Fall 20 \_\_\_\_\_  Spring 20 \_\_\_\_\_  Summer 20 \_\_\_\_\_

Address: \_\_\_\_\_  
Street city state zip code

**Please check one reason:**

*Note: 2, 3 & 4 are Only allowed for 1<sup>st</sup> semester students*

- Improper Course Level Placement (LifeMap Advisor signature required below)
- Initial Difficulty with Reading Requirements (one time authorization)
- Initial Difficulty with English Language (one time authorization)
- Unfamiliarity with American Teaching Methods (one time authorization)

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**TO BE COMPLETED BY LIFEMAP ADVISOR:**

I recommend the above students request for a reduced course load.

Comments:

**LifeMap Advisor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**TO BE COMPLETED BY THE INTERNATIONAL CENTER (Designated School Official):**

Approval Date: \_\_\_\_\_ DSO Signature: \_\_\_\_\_

Comments: \_\_\_\_\_