



Request to Enroll for Less than Full-Time

Definition:

International students on F-1 visas may only under-enroll (be less than full-time) in very restricted circumstances. A student **MUST** have approval from the International Student Services Office prior to the beginning of the semester to under enroll. (If you are graduating and will under enroll please fill out the Under Enrollment for Graduation Form.)

If a student registers for less than full-time enrollment without approval they may lose their F-1 immigration status.

Section I – to be completed by the Student

First Name: _____ Last Name: _____
 Today's Date (MM/DD/YYYY): _____ Student email: _____
 Laker ID#: _____ Degree level sought: _____
 Major: _____ Department: _____

Reason for Under Enrollment Request:

Check One:

Authorized vacation within the United States for a semester without taking classes (You must have been enrolled full-time for one academic year for this request to be approved).

Returning to your home country for a semester (A student may return home at any time, but departure should be prior to the semester start date and your return may be up to 30 days before the following semester begins)

Medical Reasons (Medical under enrollment is limited to 12 months and you must submit documentation from your physician stating that you are unable to attend classes for a specific amount of time)

ISS Approval

ISS Denial

Signature: _____ Today's Date (MM/DD/YYYY): _____

***Please return this form to the student or forward to ISS
UC Room #210 or email to RyanPackard@Clayton.edu***