

## F-1 Co-Enrollment (Concurrent Enrollment) Authorization Form

**Purpose of Form:** This request form explains the requirements for an F-1 student who would like to obtain approval to enroll at a U.S. school other than Texas A&M. An F-1 student must not co-enroll at another institution without prior approval from ISS. Without ISS approval to co-enroll, an F-1 student will be considered **out of legal immigration status**.

**What is Co-Enrollment (Concurrent Enrollment)?** “Concurrent enrollment” means that a student is enrolled at two SEVIS approved schools at the same time.

- During major semesters or final term, the combined number of hours enrolled must add up to a full course of study (12 for undergraduates, and 9 for graduates) and at least half of the total must be taken at TAMU.
- If the student is in their graduating semester and the required courses needed to graduate are not available at TAMU, they can be permitted to take more than half of their credit hours at the other school provided that they enroll in at least 1 hour at TAMU.

**Note:** If the student will be enrolled less than full-time, they must also obtain Reduced Course Load (RCL) authorization.

- Texas A&M students **may** enroll at another school instead of Texas A&M. This is only possible during school vacation periods (such as the Summer term) and if it is authorized.

**Required Documents and Actions:** Complete the F-1 Co-Enrollment Authorization form and enroll in TAMU courses (if applicable).

**Application Deadline:** An F-1 student must apply for co-enrollment prior to the 1<sup>st</sup> class day of the semester in which they would like to co-enroll.

**Processing Time:** ISS processing times average 5 to 10 business days from the time a student’s request is complete.

**Enrollment Requirements:** An F-1 student may co-enroll in two schools approved by SEVP if:

1. Attendance at the other school does not occur without **prior** written permission of the Designated School Official (DSO) at the school where the student is enrolled in a full-time degree program (this form may be used for this purpose). Failure to receive prior written permission may result in the student losing legal immigration status.
2. The combined number of hours enrolled adds up to a full course of study (12 hours for undergraduates, and 9 hours for graduates) in major semesters and **at least half** of the total credit hours must be taken at TAMU\*;
3. **Only one online or distance education course** may be counted towards a student’s full-time enrollment per semester.
4. The coursework at the other school is not avocational and will be accepted for fulfilling degree requirements at the school that issued the I-20.

### Statements of Understanding

- A new co-enrollment form is required for every semester in which I plan to co-enroll. This form should be completed before registering at the new school. If I do co-enroll and the ISS office has no approved co-enrollment form on file for that semester, I may be considered to be out of legal status.
- If I do not co-enroll during the semester for which I have requested co-enrollment authorization, I should report to ISS immediately because I may be subject to losing legal immigration status and may require a reinstatement.
- I understand that federal regulations require F-1 students to register full-time during both the Fall and Spring semesters. Fulltime enrollment is defined as 9 hours for graduate students and 12 hours for undergraduate students at Texas A&M.
- I understand that only one online or distance education course may be counted towards my full-time enrollment per semester.
- I understand that F-1 students must register full-time during the summer if they plan to graduate during the summer session. Full-time enrollment during the summer is defined as 6 hours for graduate students and 8 hours for undergraduate students at Texas A&M. A student who is not graduating and intends to register for the next semester is not required to register during summer unless the department or sponsor requires it.
- I understand I may only co-enroll at a SEVIS approved institution and that the proposed coursework is not avocational.
- Texas A&M policy requires graduate students with assistantships to be registered full-time regardless of the semester. Contact OGAPS (<http://ogaps.tamu.edu>) if you have any questions about this requirement. Certain scholarships and fellowships also require students to enroll full-time so co-enrollment could make a student ineligible for these awards. I agree to contact OGAPS, Scholarships and Financial Aid, and/or my academic department to discuss how co-enrollment will impact my scholarship and/or fellowship.

**This section must be completed by all F-1 students.**

1. First Name  Last Name

2. UIN

3. Expected Graduation Date(Semester/ Year)

4. Requested Co-Enrollment Term:  Fall  Spring  Summer Year

5. Do you plan to enroll at Texas A&M University and another institution?  Yes, see #6  No, see #7

6. Number of hours at TAMU  Number of Distance Ed Hours

Name of other institution

Number of hours at other institution  Number of Distance Ed Hours

**7. Winter, Summer, & May Minimesters Only**

I am NOT enrolling in courses at TAMU.  Yes  No

I understand this option is NOT available to me during my final semester.  Yes  No

Name of other institution

Number of hours at other institution  Number of Distance Ed Hours

Semester you will return to TAMU

**8. My signature confirms that the information provided on this form is true and accurate and that I read and understand the Statements of Understanding on the previous page. Failure to comply with F-1 co-enrollment policies could result in termination of my F-1 status.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE**

Approved by ISS Advisor/DSO's Name (Printed): \_\_\_\_\_

ISS Advisor/DSO's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Semester & Year Involved: \_\_\_\_\_