

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

Purpose of Form: This request form explains the requirements for an F-1 student who would like to obtain approval to co-enroll at another school instead of at 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.

- Students who enroll at the English Language Institute (ELI) or Texas A&M University at Galveston (TAMUG) are NOT required to submit a co-enrollment form.
- 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 who wish to enroll at another school instead of Texas A&M must see an International Student Services Advisor for permission. 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 the specified courses.

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

Enrollment Requirements: An F-1 student may co-enroll in two schools approved by USCIS 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.

**There are only two cases where a student may take a majority of credit hours at another institution*

- *If the student is engaged in a full-time Cooperative Education program, authorized by an ISS advisor*
- *If the student is in their last semester of a degree program and the required courses are not available at Texas A&M University.*

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 with USCIS.
- 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. These hours can be taken during the 10-week summer session or the summer II session for those students planning to graduate during the summer. A student who is eligible and intends to register for the next semester is not required to register during summer unless the department or sponsor requires it.
- 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 and my academic department to discuss how co-enrollment will impact my scholarship and/or fellowship.

This section must be completed by the F-1 student.

First Name Last Name
UIN Phone

Requested Co-Enrollment Term: Fall Spring Summer Year

Indicate the course name, number and hours you will take at Texas A&M during the co-enrolled semester:

Course #1 Name	Course Number	# of Hours	Online or Distance Education?
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/>
Course #2 Name	Course Number	# of Hours	Online or Distance Education?
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/>
Course #3 Name	Course Number	# of Hours	Online or Distance Education?
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/>

Name and Address (City, State) of school where you are co-enrolling:

Indicate the course name, number and hours you will take at the other school during the co-enrolled semester:

Course #1 Name	Course Number	# of Hours	Online or Distance Education?
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/>
Course #2 Name	Course Number	# of Hours	Online or Distance Education?
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/>
Course #3 Name	Course Number	# of Hours	Online or Distance Education?
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/>

How many hours at the other school are considered distance learning or on-line education?

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

Signature: _____ Date: _____

This section must be completed by the student's academic department.

Does this student have an academic reason to enroll at another school during the semester indicated by the student? Yes No

Set Date of Defense (if applicable): Expected Graduation (semester and year):

Please acknowledge the following statement: **"The student's proposed coursework at the above-mentioned school is not avocational and will be accepted to fulfill degree requirements at Texas A&M."**

Academic Advisor (Required for all students): Signature _____ Date _____

Name Email Phone

DO NOT WRITE BELOW THIS LINE

ISS Advisor's (DSO) Signature: _____ Date: _____

Semester Involved: _____

"State law requires that you be informed of the following: (1) you are entitled to request to be informed about the information about yourself collected by use of this form (with a few exceptions as provided by law); (2) you are entitled to receive and review that information; and (3) you are entitled to have the information corrected at no charge to you."
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