

F-1 Reduced Course Load (RCL) **Medical Condition**

This handout explains the requirements for an F-1 student who would like to drop below full-time enrollment and obtain approval for a Reduced Course Load (RCL) based on a Medical Condition. An F-1 student must not drop below full-time enrollment without prior approval from ISS. Without ISS approval to drop below full-time enrollment, an F-1 student will be considered out of legal immigration status.

DHS Authorized Exceptions to the Full Course of Study Requirement

Medical Condition - Complete the F-1 RCL form and submit a letter written by a licensed medical doctor, a doctor of osteopathy, or a licensed clinical psychologist on their own professional letterhead stating that a specific (explained) illness or medical condition compelled the student to reduce or to interrupt (state which one) his/her full course of study. The letter should also specify the semester involved and whether the medical condition is considered to be ongoing. It may not be possible for an F-1 student with an ongoing medical condition to continue to hold a visa type that requires full-time University attendance.

Application Deadline: An F-1 student must apply and be approved by ISS prior to dropping the course(s).

Minimum Enrollment: None - An F-1 student may register for as few as 0 credit hours dependent upon the physician letter and the RCL form.

Duration: An F-1 student may receive a Medical Condition RCL for a maximum aggregate of 12 months per degree level.

DHS and Texas A&M University Reduced Course Load Rules

It is the responsibility of the student to uphold both Texas A&M University and U.S. Government laws and regulations.

Federal regulations require F-1 students to register full-time during both the Fall and Spring semesters. Full-time enrollment is defined as 9 hours for graduate students and 12 hours for undergraduate students at Texas A&M.

F-1 students must register full-time during the summer if it is their 1st semester (including their 1st semester after readmission, a change of status, or entering a new academic program) or 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.

University full-time enrollment exceptions are described at: <http://admissions.tamu.edu/Registrar/Current/ExcpEnrlMin.aspx>.

Texas A&M policy requires graduate students with assistantships to be registered full-time regardless of the semester. Contact OGS (<http://ogs.tamu.edu/>) if you have any questions about this requirement. Certain scholarships and fellowships also require students to enroll full-time so a RCL could make a student ineligible for these awards.

Student Acknowledgement of Terms

By signing below, I certify that I have read the entirety of this form and I understand that:

I may not drop the requested courses until I have received ISS approval.

I must work with my academic advisor to drop the requested courses after receiving ISS approval, and ensure that the reduced course load will not adversely affect my progress in pursuing my degree.

I am only eligible for up to one year of Medical Condition RCL per degree level. I have not received one year of Medical Condition RCL approval at this degree level from Texas A&M or any other US institution.

If I currently have a graduate assistantship (GA), I must leave this position once the RCL is approved due to OGAPS regulations governing full-time enrollment for GAs and this may impact my health insurance verification.

Signature: _____

Date

F-1 Reduced Course Load (RCL) Form

Medical Condition

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

First Name Last Name

UIN Telephone Number

Indicate the course name, course number and number hours you wish to **drop** during the RCL semester:

Course Name	Course Number	# of Hours	Course Name	Course Number	# of Hours
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Course Name	Course Number	# of Hours	Course Name	Course Number	# of Hours
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Indicate the number of credits you intend to be **enrolled in** during the RCL semester: _____

*****MAKE SURE THAT YOU HAVE SIGNED THE PREVIOUS PAGE!*****

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

Do you recommend that the student fall below full-time enrollment? Yes No

Requested RCL Term: Fall Spring Summer Year: Number of enrolled hours during RCL term:

Explain Medical Condition:

Academic Advisor (Required for both Undergraduate and Graduate Students)

Name Signature _____ Date

E-mail Phone

Department Head or Department Graduate Advisor (Required for Graduate Students only)

Name Signature _____ Date

E-mail Phone

This section will be completed by an ISS Advisor. Do not write in this section.

ISS Advisor's Signature: _____ Date