



**DEVIATION FROM THE FULL COURSE OF STUDY REQUIREMENTS  
FOR F-1 AND J-1 STUDENTS**

Under United States federal immigration law, all international students with F-1 and J-1 visa status are required to register full-time during the academic year and to pursue a full course of study during their academic career. At Rollins College, 12 credits is considered full-time for undergraduate students and 9 credits for graduate students. However, under certain circumstances, the law allows for a deviation from the full course of study requirements, as long as the reasons are documented in the student's immigration file. This form is designed to help the advisor explain exceptions. Please note that **ONLY** the reasons listed below are acceptable per USCIS regulations.

Please note that a student may **ONLY** reduce course load for one semester during their entire program, except in the case of medical reasons. The student is required to resume a full-time course load the following semester after using this form.

**A. To be completed by the student.**

Name of Student: \_\_\_\_\_

School at Rollins (A&S, Holt, Crummer): \_\_\_\_\_ Degree Level: \_\_\_\_\_ ID Number: \_\_\_\_\_

Major: \_\_\_\_\_ Anticipated Completion Date: \_\_\_\_\_

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**B. To be completed by the Academic Advisor (please read this form carefully).**

The above and following statements are true for the **Fall/Spring 20**\_\_ semester:

\_\_\_\_\_ This student is not enrolled full-time because of the following valid academic reasons:

- \_\_\_\_\_ initial difficulties with the English language or reading requirements
- \_\_\_\_\_ unfamiliarity with U.S. teaching methods
- \_\_\_\_\_ improper course level placement

\_\_\_\_\_ Student has been assigned a teaching or research assistantship and is considered to be full-time equivalent.

\_\_\_\_\_ Student is a graduate student who has completed all course work and is preparing for comprehensive exams or engaging full-time in research for their thesis or dissertation.

Please note that a reduced course load for medical reasons must be approved by the *Office of International Student Services* with proper documentation by a medical professional. Approval for medical reasons is **ONLY** permitted for an aggregate of 12 months during an academic program.

**C. To be completed by Student Records.** This will require an application for graduation to be submitted.

\_\_\_\_\_ This is the final semester of course work prior to the completion of the degree.

Advisor's Name (Print): \_\_\_\_\_ Ext: \_\_\_\_\_

Advisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**D. To be completed by a Designated School Official at the Office of International Student Services.**

The above stated information is acceptable deeming this student full-time status according to 8CFR214.2(f)(6).

DSO's signature: \_\_\_\_\_ Date: \_\_\_\_\_