

Reduced Course Load Request

International students and varsity athletes cannot drop below 12 credits without **PRIOR** authorization from an International Student Advisor or the Athletic Director.

Submit approved form to the Office of the Registrar.
You will be notified when your request has been processed.

STUDENT INFORMATION

UMM Student ID #: _____

Last Name: _____ First Name: _____

Phone: _____ Email: _____ Date of Birth: _____

Term/Year for reduced course load: Fall Term Spring Term Year: _____

If you receive financial aid, have you checked to see how this withdrawal may affect your aid status? Yes No

If dropping a course, please list course number(s) _____

Student Signature: _____ Date: _____

INTERNATIONAL STUDENTS ONLY:

Major(s): _____ Expected date of graduation: _____

Academic Advisor: _____

Student must meet with an International Student Program advisor (Ray Lagasse: rlagasse@morris.umn.edu or Leslie Lindberg: lesliel@morris.umn.edu) for approval of the following reasons:

1. **Academic Difficulties:** This reason can only be used one time. The student must enroll at least 6 credits and this reason can only occur in the first year of study in the US. The following circumstance applies:

PLEASE CHECK ONE

- Initial difficulties with English language
- Reading requirement
- Canceling or withdrawing due to improper course level placement made by instructor or academic advisor.
- Unfamiliarity with U.S. teaching methods.

2. **Medical Condition:** This reason can only be used one time. You cannot accumulate more than 12 months of less than fulltime exemption for this reason per academic program.

Physician recommends reduced course load or no enrollment for the semester due to medical reasons (attach written statement from licensed psychologist or physician). Medical statement must pertain to student, not to spouse or other relative.

3. **Concurrent Enrollment:** The student is also taking classes at: _____
name of institution

4. **Completion of Program:** The student is graduating during the current term and needs only _____ credits to complete the degree requirements.

For Office use only:

Approved: yes no If no, reason: _____

Signature of ISP advisor or Athletic Director: _____ Date: _____