

**LOS ANGELES CITY COLLEGE
INTERNATIONAL STUDENT PROGRAM
Reduced Course Load Authorization Form**

Do NOT enroll in less than 12 units without prior approval from a DSO.

Semester/Year Requesting Authorization: _____ Today's Date: _____

Student Family Name: _____ Student First Name: _____

Student ID: _____ SEVIS ID: _____

U.S. Street Address: _____ Apartment Number: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email Address: _____

Course(s) to be dropped: _____ Dropped units: _____ Total term units: _____

Indicate the reason for your reduced course load:

- Initial difficulties with the English language and reading requirements
- Unfamiliarity with American teaching methods
- Improper course level placement
- Illness/medical condition – must submit recommendation signed by a medical doctor authorized to practice medicine in the U.S.
- Final semester – The student needs only _____ units in order to graduate and/or transfer (Attach an education plan)

Comments:

Student's Signature: _____ Date: _____

Academic Counselor's Name _____ Signature: _____ Date: _____

Approved By (DSO's Name): _____ Signature: _____ Date: _____

United States Citizenship and Immigration Services (USCIS) regulations require that in order for an international student to maintain valid non-immigrant student status (F1), he or she must carry and complete 12 units every semester during the period of study. ALL STUDENTS on an F1 visa/status must be in full-time attendance and show appropriate academic progress. A student can reduce a course of study on only f or the reasons stipulated above with authorization from the International Student Program office. The reason must be certified by the International Student Advisor. This authorization will be kept in the student's file.