



NEW YORK INSTITUTE OF TECHNOLOGY

To: Department Chair or Academic Advisor

From: Office of International Education

Re: **F-1 Full Time Certification**

The new Immigration and Naturalization regulation states that an F-1 student may be authorized to "Reduce Course Load" under the following circumstances **ONLY**:

\_\_\_\_\_ **Illness or other medical reason:** Must have evidence of medical condition from a licensed doctor. The medical condition cannot last more than one year. [8CFR214.2(f)(6)(iii)(B)].

\_\_\_\_\_ **Academic Difficulties:** Initial difficulty with the English Language or reading requirements, unfamiliarity with American teaching methods or improper course level placement. The student must resume a full course of study next term, session or semester (summer session not included). [8CFR214.2(f)(6)(iii)(A)]. This type of permission can only be authorized on one occasion.

\_\_\_\_\_ **Final Semester:** In final term, session or semester, the student is enrolled in the number of credits needed to complete the course of study.

Please review the reasons above, check the appropriate box then sign and date the form and return to the Office of International Education. Note: **Students must consult with, and receive the necessary permission from the DSO prior to reducing their course load. Penalties will be severe.**

**Advisor's Name** \_\_\_\_\_ **Name of Student** \_\_\_\_\_

**Signature** \_\_\_\_\_ **ID/SS** \_\_\_\_\_

**Department** \_\_\_\_\_ **Semester** \_\_\_\_\_

**Telephone No.** \_\_\_\_\_ **Date** \_\_\_\_\_

**DSO/PDSO Signature and Date** \_\_\_\_\_