

International Student Services

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Medical Reduced Course Load For F-1 and J-1 Student Visa-Holders

Instructions to Student: Please read and complete this form carefully and return it to ISS along with the required medical documentation.

- If you have an illness or medical condition that prevents you from taking a full course load, ISS may, at its discretion, authorize a reduced course load (RCL). If medically necessary, no course load may be temporarily permitted.
- Immigration regulations require international students to be enrolled full-time each fall and spring semester. Full-time enrollment is 12 hours for **undergraduates**, 9 hours for **graduate students without an assistantship**, and 6 hours for **graduate students with an assistantship**.
- Authorization must be granted for exemption **each semester**.
- Medical RCL authorization cannot exceed two major semesters, or 12 calendar months.
- If you drop below a full course of study **without prior approval** from ISS, your immigration record will be **subject to termination**.
- If you are having health problems that could require a reduced course load, let International Student Services know! It is much easier to assist you with your immigration status if you communicate your situation before you need the reduced course load.
- Immigration regulations do not consider **normal pregnancy/delivery** to be a medical condition warranting a reduced course load. If you are having a normal pregnancy and delivery with no medical complications outside of the norm, ISS cannot authorize an RCL. If you have a medical complication or condition outside of a normal pregnancy/delivery, you must provide a letter from your doctor which confirms the extenuating nature of your pregnancy.
- **Please Note:** This exemption request is for immigration purposes only. Please consult your academic department and/or The Graduate School to determine additional enrollment requirements.

Documents Required for a Medical Reduced Course Load Application:

1. Signed and completed Medical Reduced Course Load Form
2. A signed letter from a licensed Medical Doctor, Doctor of Osteopathy, or Clinical Psychologist that certifies your need to drop below full-time for a specific range of dates.*

To be completed by Student:

Last Name: _____ First Name: _____

Email: _____ Phone: _____

USC ID: _____ Visa type: F-1 ___ J-1 ___

Degree Program: Bachelor's ___ Master's ___ Ph.D. ___ Major: _____

I hereby certify that I have read, understood, and agree to the terms specified on this form:

Student Signature _____ Date _____

*Please note that medical records, test results, and/or personal medical documents do not need to be submitted to International Student Services. However, a signed letter from a doctor licensed in the United States is required. This letter must specifically state that you need a reduced course load for the semester in question.