



## Request for Less Than Full-Time Enrollment

International Student Services  
Office of Admissions and Records

Must be completed by student and returned along with supporting documentation to a DSO in the Office of Admissions and Records, 200 BSE. Student must receive DSO authorization for less than full-time enrollment **prior to** dropping courses.

### Student Information

Family Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
SEVIS Number: \_\_\_\_\_ HSC ID#: \_\_\_\_\_  
Local Address: \_\_\_\_\_  
City State Zip  
Phone Number: \_\_\_\_\_ E-mail address: \_\_\_\_\_  
Date of first entry into the U.S.: \_\_\_\_\_

### Program Information

College: \_\_\_\_\_ Major: \_\_\_\_\_  
Degree: B.S. \_\_\_\_\_ M.S. \_\_\_\_\_ Ph.D. \_\_\_\_\_ Professional \_\_\_\_\_

### Enrollment Information

Semester: \_\_\_\_\_  
Current Enrollment: \_\_\_\_\_  
Hours Dropping: \_\_\_\_\_  
Remaining Enrollment: \_\_\_\_\_  
Reason for reduction:  
\_\_\_\_ Medical Problems  
\_\_\_\_ Initial difficulties with the English language  
\_\_\_\_ Initial difficulties with English reading requirements  
\_\_\_\_ Improper course level placement

### DSO Approval

\_\_\_\_ Approved Date: \_\_\_\_\_ DSO: \_\_\_\_\_  
Sign Print

Notes: \_\_\_\_\_