

## REGISTRATION REQUIREMENTS FOR GRADUATE INTERNATIONAL STUDENTS

This information sheet is designed to give *general* information regarding registration requirements for graduate international students who are on an F-1 or J-1 visa. Students with specific questions or complex situations should plan to make an appointment with an international student advisor in the Office of International Services (OIS).

### FULL-TIME ENROLLMENT

**International students on an F-1 or J-1 visa are required to maintain full-time enrollment throughout their program of study in the United States.** International graduate students must be enrolled for and complete a minimum of 9 credits each term during the academic year to satisfy immigration requirements. All graduate students who are on an assistantship (GRA or GTA) need to maintain at least 12 state supported credits (some departments require more credits). Students in the Conditional Admissions Program (CAP) must follow the registration requirements of the CAP program.

#### **Please Remember**

- Audited courses and withdrawals do not count toward full-time enrollment.
- No more than 3 credits of distance education (E-Campus) or online classes can count toward full-time enrollment per term.

### EXCEPTIONS TO FULL-TIME ENROLLMENT

Failure to maintain full-time enrollment throughout the program of study could jeopardize the student's academic program.

**Students must receive written approval from the Office of International Services prior to registering for less than a full-course of study or dropping below a full-course of study.**

**Immigration regulations on enrollment are very strict and allow for exceptions only under certain conditions.**

- Graduate students who have just arrived in the U.S. and are experiencing language and cultural adjustment difficulties may be eligible for a reduced course load during the first term.
- Students experiencing a serious medical condition should meet with an international student advisor to see if they qualify for a reduced course load based on medical reasons.
- Graduate students who have completed all required coursework and all program requirements as listed on the Graduate Program of Study may apply for a "reduced enrollment".

Forms are available on the OIS website or in the OIS's reception lobby and are due prior to the term for which the reduced enrollment is requested.

### REGISTRATION DURING FINAL TERM

As stated above, international students on an F-1 or J-1 visa must maintain full-time enrollment throughout their program of study. Graduate students who have successfully completed all course and non-course requirements in accordance with Survival Guide diploma deadlines (see the Graduate School web site) are not required to register during the subsequent term.

Non-thesis master's degree students who complete all degree requirements during a term for which they are registered will not be required to register for the subsequent term. However, doctoral and thesis master's students will be required to register for a minimum of three graduate credits during the subsequent term if they fail to meet all deadlines and complete all course and non-course requirements during the final term. An exception to this rule may be granted only if library copies of the thesis have been submitted to the Graduate School within the first two weeks of the subsequent term and the thesis is the *only* outstanding requirement remaining for certification of the student's graduate degree.

### SUMMER TERM REGISTRATION

Students on an F-1 or J-1 visa are allowed to take one vacation term during the year. Most students choose summer as their vacation term. If no university resources (e.g. facilities, equipment, computing and library services, faculty or staff time) are used during the vacation term, registration is not required by the Graduate School. Students who wish to take a term off other than summer term should make an appointment with an international student advisor to determine eligibility and to apply for leave from the Graduate School for that term. **International graduate students who will complete their program requirements in summer term must be enrolled full-time or turn in a completed Reduced Enrollment (RE) form for summer term to maintain their immigration status.**