

**UMDNJ-OFFICE OF INTERNATIONAL SERVICES  
DEVIATION FROM THE FULL-COURSE  
OF STUDY REQUIREMENTS  
FOR F-1 AND J-1 STUDENTS**

Under US federal immigration law, all F-1 and J-1 students are **required to register and complete** a full-time course of studies every required semester of his/her academic career. Undergraduate students must be registered for a minimum of 12 credits/hours of instructions. Graduate students are full-time as regulated by each school's official policy. Please refer to your school's policy handbook in order to determine what is considered full-time enrollment. Students wishing to deviate from full-time enrollment must obtain prior approval from the Office of International services. Failure to obtain approval from the OIS prior to dropping below full-time status will result in the lost of your non-immigrant status. This form must be completed by students wishing to go below the required full-time enrollment.

**A. To be completed by the student**

Student's Name Mr./Ms. \_\_\_\_\_  
First Last

School at UMDNJ \_\_\_\_\_ Degree Level \_\_\_\_\_ ID Number \_\_\_\_\_

**B. To be completed by the Academic Advisor (Please read this form carefully)**

The above and following statements are true for the \_\_\_\_\_ :  
(Semester) (Year)

\_\_\_ The student has completed all course work and is working full-time on his/her master's or doctoral project/thesis/dissertation or preparing for comprehensive examinations. (please circle one).

\_\_\_ This is the final semester of course work prior to the completion of the degree.

\_\_\_ The student is pursuing a teaching or research assistantship and is considered to be full-time equivalent.

\_\_\_ The student is not enrolled full-time because of the following valid academic reasons:

- \_\_\_ initial difficulties with the English language or reading requirements
- \_\_\_ unfamiliarity with American teaching methods
- \_\_\_ improper course level placement

Please be specific with additional comments \_\_\_\_\_

Advisor's Name (Print) \_\_\_\_\_ Ext. \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Dept. \_\_\_\_\_

**Please return this form to the Office of International Services, 65 Bergen Street, Room GA-72, Newark, NJ, 07101.**

**C. To be completed by an Office of International Services Designated School Official (DSO)**

The above stated information is acceptable deeming this student full-time status according to 8CFR214.2(f)(6).

DSO's Signature \_\_\_\_\_ Date \_\_\_\_\_