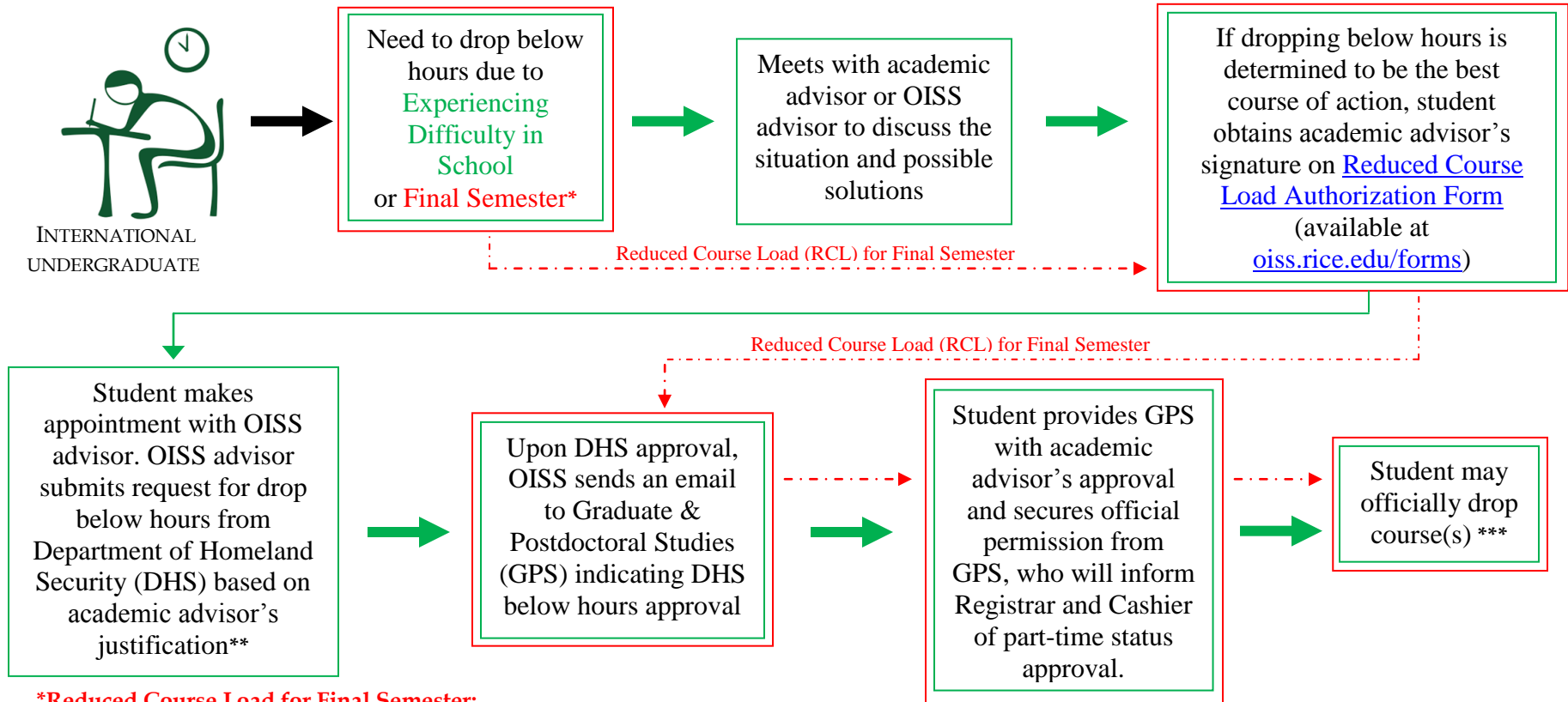


INTERNATIONAL GRADUATE STUDENT DROP BELOW HOURS FLOWCHART

Revised 6/15/15



***Reduced Course Load for Final Semester:**

To complete course of study in current term – Using this justification does not require an appointment with an OISS advisor, student must still submit Reduced Course Load Authorization Form with academic advisor's signature. DOU approval is also required.

****SEVIS approved below hours justification:**

- Illness or medical condition (requires medical professional letter)
- Improper course level placement (requires academic advisor letter of support)
- Initial difficulty with the English Language (requires academic advisor letter of support)
- Initial difficulty with the reading requirements (requires academic advisor letter of support)
- Unfamiliarity with American teaching methods (requires academic advisor letter of support)

*****Due date for completion of process:**

- New students in their first semester at Rice have until the last day of classes
- Continuing students must check the course drop deadline in the academic calendar