



Office of Global Initiatives
**REDUCED COURSE LOAD
FOR MEDICAL REASONS REQUEST**

All international students requesting permission to be enrolled below full time due to medical reasons must submit this form to OGI after securing a signature from the Dean of Students office. This form is for immigration purposes.

A student must apply for a reduced course load if, due to a temporary illness or medical condition, s/he is unable to be full-time enrolled. Students may be allowed to enroll part-time or not at all.

PERSONAL INFORMATION (to be filled out by the student)

Name: _____ ID#: _____

Email: _____@njit.edu Major: _____

- You must submit medical documentation from a U.S. licensed medical doctor, doctor of osteopathy, or licensed clinical psychologist to the Dean of Students Office.
- You must submit a new reduced course load form and evidence every semester if illness lasts more than one semester.
- The reduced course load is permitted for maximum of 12 months while you are pursuing a degree program.

Student signature

Date

FOR THE DEAN OF STUDENTS OFFICE

I have received medical documentation from a U.S. licensed medical doctor, doctor of osteopathy, or licensed clinical psychologist documenting the student’s illness and need for a reduced course load.

The student will enroll for the following number of credits: _____ for _____ (semester/year)

Dean of Students Office Name

Signature

Date

GLOBAL INITIATIVES ONLY

Received on _____ by _____ Banner entered on _____ by _____