

**REQUIRED ENROLLMENT FOR F-1 INTERNATIONAL STUDENTS:**

- **ALI English program** students: Enroll in at least 12 credit hours
- **Undergraduate** students: Enroll in at least 12 credit hours
- **Graduate/Doctoral** students: Enroll in at least 9 credit hours
- **Graduate/Doctoral** students with a **GRA/GA/GTA**: Enroll in at least 6 credit hours

**For SPRING 2021:** ISAO is continuing to follow the July 24th ICE/SEVP guidance which states there is no limit to the number of online courses a continuing student can take while COVID-19 precautions remain in place. If the guidance changes, students may need to submit a new FTE form updated by ISAO.

Most students new to UMKC for spring 2021 will be required to enroll in at least one classroom/blended course in spring 2021.

Student's Name: \_\_\_\_\_ (Last Name) (First Name) UMKC Student ID: \_\_\_\_\_

STUDENT'S LEVEL:  ALI  Undergraduate  Graduate  Doctorate TERM & YEAR FOR THIS FTE: SPRING 2021

**PLEASE SELECT ONLY ONE:** Incomplete forms or those missing documentation cannot be processed

ACADEMIC DIFFICULTY (can only be used **ONCE** during **ENTIRE** degree program) - Student is in their **FIRST** or **SECOND** semester of their program, has not been authorized for any of the 4 below reasons at a previous school or in the past at the current academic level, and has difficulty with:

- Reading requirements. **MUST** be in **AT LEAST 6** credit hours.
- English language. **MUST** be in **AT LEAST 6** credit hours. Enrollment in some ESL coursework is expected with this selection.
- American teaching methods. **MUST** be in **AT LEAST 6** credit hours.
- Improper course level placement. **MUST** be in **AT LEAST 6** credit hours.

Student will graduate this semester:

- Student will complete all degree requirements and graduate at the end of the semester. Must be enrolled in at least 1 credit hour. **Their immigration documents will be shortened to the semester's END DATE. If student does NOT end up graduating, F-1 status may be affected.**

Student has a temporary illness or medical condition:

- Student is medically unable to enroll full-time this semester. Student must submit an official letter from a licensed medical doctor, doctor of osteopathy, or clinical psychiatrist. Letter must recommend a reduced course load or a drop of all coursework as well as dates/length of recommendation. **This reason can only be used for a total of 12 months over the course of student's entire degree program.**
  - If student will be in 0 credit hours, student **CANNOT** work on-campus
  - If student will be in 0 credit hours, student will not automatically be enrolled in health insurance
  - If student will be in 0 credit hours, student must submit [Leave of Absence Request Form](#) to Registration & Records
  - Student **MUST** notify ISAO if they intend to leave the U.S.

Student is enrolled at another college/university:

- Student is taking courses at another school but is in **AT LEAST 6** credit hours at UMKC.
  - Total credit hours between the two schools **MUST** equal full-time enrollment
  - Student **MUST** submit ISAO's [Concurrent Enrollment Form](#) along with this form

**GRADUATE STUDENTS ONLY:**

- Student has GRA/GA/GTA. Must be enrolled in **AT LEAST 6** credit hours. **MUST submit copy of GRA/GA/GTA offer letter along with this form.**
- Doctoral or master's student has completed ALL required coursework and comprehensive exams. Student is only working on thesis, dissertation, or clinical practice. Must be enrolled in **AT LEAST 1** credit hour.

**ACADEMIC ADVISOR'S STATEMENT:**

✓ *By signing below, I confirm that the above is true and correct. If requested, evidence could be provided to support the above selection.*

**REQUIRED:**

- Total number of credit hours student will be enrolled in for the ENTIRE semester: \_\_\_\_\_
- If student is new to UMKC this spring, # of hours in FACE-TO-FACE/BLENDED courses: \_\_\_\_\_

\_\_\_\_\_  
Academic Advisor's Name

\_\_\_\_\_  
Academic Advisor's Signature

**Advisors, please call 816-235-1113 with any questions**

Please submit form to ISAO using Pathway's Secure Document Uploader function

10/23/2020