

**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

**For FALL 2022, SPRING 2023, and SUMMER 2023:** ALL students will be required to enroll in **at least one face-to-face course** as part of the required enrollment minimums, per updated ICE/SEVP guidance issued to DSOs.

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

Student Level:  ALI  Undergraduate  Graduate  Doctorate Term & year for this FTE: SPRING 2023

STUDENT SIGNATURE: \_\_\_\_\_ Date of Submission: \_\_\_\_\_

**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** semester of their program, has not been authorized for any of the 4 below reasons at any time 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 May 12, 2023. 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 U.S. medical doctor, doctor of osteopathy, or clinical psychologist. Letter must recommend a reduced course load or a drop of all coursework as well as dates/length of the 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 and will **NOT** be enrolled automatically 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 signed copy of GRA/GA/GTA offer letter with this form.**
- -Doctoral 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. **(If student will defend and graduate this semester, use the graduation reason above.)**

**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: \_\_\_\_\_
- Number of hours in FACE-TO-FACE/BLENDED courses (cannot be 0): \_\_\_\_\_

\_\_\_\_\_  
Academic Advisor's Name – Please Print

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

**Advisors, please call 816-235-1113 or email [isao@umkc.edu](mailto:isao@umkc.edu) with any questions**  
Please submit form to ISAO using Pathway's **Secure Document Uploader**