

The Office of International Affairs (OIA)  
Ohio State University

Medical Course Load Reduction – for J-1 Students

According to U.S. Citizenship and Immigration Services (USCIS) regulations, a J-1 non-immigrant international student must be enrolled for a full course of study three consecutive quarters per year (undergraduate: 12 or more credits; graduate: 10 or more credits; graduate with associateship: 9 or more credits; Summer quarter graduate with associateship: 7 or more credits).

However, the regulations allow for exceptions due to illness or medical conditions, and state that, students experiencing a “temporary illness or medical condition” may reduce their course load “for a period of time not to exceed an aggregate of 12 months while the student is pursuing a course of study at a particular program level.” If the student’s medical condition does not permit him/her to pursue a full course of study beyond these 12 months, the student may be required to return to the home country.

**Section 1: To Be Completed By the Student (Please Print)**

Student’s Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_

**N000** \_\_\_\_\_  
SEVIS ID Number \_\_\_\_\_ Last 4 Digits of SSN or Campus ID \_\_\_\_\_ Date of Birth \_\_\_\_\_

Email Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Quarter & Year for Credit Hour Reduction Request  AU  WI  SP  SU Year: \_\_\_\_\_

Prior Quarters of Medical Credit Hour Reduction Requests \_\_\_\_\_

**Section 2: To Be Completed By Health Care Practitioner (Please Print)**

In order to reduce enrollment below full-time based on medical reasons, you must obtain a statement from the health care practitioner recommending the interruption or reduction in studies. Please provide a statement on letterhead from your doctor or health care provider explaining why a reduction in course load is needed.

The health care provider must indicate the following:

- 1) the quarter for which the health care practitioner recommends the reduction in course load.
- 2) whether the health care practitioner recommends **reducing** your courses or **withdrawing** from your courses; and
- 3) the medical reason for the reduction in course load.

Once you have obtained this letter from your health care practitioner, bring it to OIA to meet with an international student advisor. The advisor will then process your reduction in course load, which will enable you to maintain your legal status in the United States.

**STUDENT MUST BRING THIS SIGNED COPY TO OIA PRIOR TO DROPPING CLASSES.**

Make a copy for your records.

OIA USE ONLY:	CHR Approved _____	CHR Denied _____	by _____ on ____/____/____
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