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## FULL-TIME ENROLLMENT REQUIREMENTS FOR UNDERGRADUATE STUDENTS

As you are aware, students in F-1 Immigration status must be enrolled full time. But what exactly does that mean? For full-time enrollment, you must be enrolled for a minimum of 12 credit hours each semester (fall and spring).

What if I begin the semester with 12 credits, but want to withdraw from a course later in the semester?

Students must **complete** a minimum of 12 credit hours each semester. Withdrawing from a course which leaves you with fewer than 12 credits is a violation of F-1 status. (That is why we generally recommend that students try to start the semester with at least 15 credits.) F-1 students must visit the ISSO before they withdraw from any class after the schedule adjustment period for that semester.

What if my professor recommends that I withdraw from a course?

Your professor is making that recommendation based on University policies and is likely considering the damage a bad grade would have on your record. However, you may wish to consult with your ISSO advisor because of the Immigration regulations.

Do CLEP tests and other Credit for Prior Learning count toward full-time enrollment?

Since CLEP (College Level Examination Program) tests and other Credit for Prior Learning through departmental exams involve awarding credit for knowledge that you have already obtained, these credits are not earned by "being actively enrolled." Therefore, you only times when you are actively enrolled, you would not be considered a full-time student for Immigration purposes.

What if I take 9 credits during the spring semester and 3 credits during the summer?

Full-time enrollment does NOT mean 24 credits per year or an average of 12 credits each semester. Immigration regulations also require that students must be enrolled for a full course of study (12 credits).

Do online classes count toward my full-time enrollment?

One online class per semester may count toward your full-time enrollment.

What if I am in my final semester and I need fewer than 12 credits to complete my degree?

In the final semester of your undergraduate program, you are allowed to be less than full-time so long as you will be completing all degree requirements. If you are in your final semester, contact the ISSO and complete our [email \(isso@towson.edu\)](mailto:isso@towson.edu) or [form](#) which confirms that you will complete all required courses you enrolled in for the term.

courseload?

The [Reduced Courseload Request](http://www.new.towson.edu/isso/docs/ReducedCourseLoadRequest.pdf) form is available at <http://www.new.towson.edu/isso/docs/ReducedCourseLoadRequest.pdf>. There are very few situations in which the U.S. Department of Homeland Security permits less than full-time enrollment. In all cases, an ISSO advisor must approve next-term enrollment in advance, before you complete registration or before you submit a withdrawal request. Failure to comply with this requirement may jeopardize your ability to remain in the U.S. to study or work.