



Academic Advisor's Certification of Completion of Degree Requirements for Reduced Course Load Approval

An F1 student that is intending to take less than 12 credit hours in his/her last semester must complete and submit this form to the International Student Office. The information requested on this form is required by The College of the Florida Keys to authorize a reduced course load.

Please, make an appointment with your academic advisor to fill out this form.

I. To be completed by the Student:

Last Name	First Name	CFK ID
E-mail	Degree Level	Major of Study

II. To be completed by the academic advisor: Please check what is applicable to the above-mentioned student.

Does the student currently has met the graduation requirements? (Circle one) YES NO

Please indicate the following:

2.0 GPA or higher Foreign Language Credit hours: _____

This is to certify that the above-mentioned international student will meet all degree requirements and be eligible to graduate by _____. Since _____ is the student's final term of study.
(Specify Month & Year) (Specify Term & Year)

The student is currently enrolled for _____ credit hours; less than a full course load (12 credit hours).

Other comments:

Advisor's Name	Advisor's Signature	Phone
Email	Date	

III. To be completed by International Student Office (Designated School Official):

In accordance with 8 CFR 214.2(f)(6)(iii)(C):

____ Student's request for reduced course load is APPROVED.

____ Student's request is DENIED. He/She must remain registered for a full-time course load to remain in compliance with immigration regulations.

Notes: _____

ISS Advisor/DSO: _____ Signature: _____ Date: _____

Return form to the International Student Office:

The College of the Florida Keys

5901 College Road, Key West, FL 33040

international.students@cfk.edu