CERTIFICATION FOR REDUCED CREDIT LOAD

Detailed information on the Reduced Credit Load process is available on the Rutgers Global - International Student and Scholar Services website at https://global.rutgers.edu/academic-status-and-changes/full-course-study-reduced-credit-load

GENERAL INFORMATION - To be completed by the student

Student Name: ___________________________ RU ID# _______________________
(family/surname) (given)

Student e-mail address: ___________________________ Student phone number: ___________________________

☐ Undergraduate student ☐ Graduate student (if graduate, check one: ☐ master’s ☐ doctoral)

Student major: ___________________________ School/department: ___________________________

Select Reason for Reduced Credit/Course Load Request
☐ Completion of Course of Study – final semester before graduating
☐ Academic Difficulties (check one of the options below – first semester in U.S. only)
☐ Initial difficulty with the English language
☐ Initial difficulty with reading requirements
☐ Unfamiliarity with U.S. teaching methods
☐ Improper course level placement
☐ Medical Reasons
☐ Graduate Student who has completed all coursework and is registered for thesis/dissertation credits
☐ Waiting for required course offered in the following semester to complete all course work

STUDENT ACADEMIC PROGRESS – TO BE COMPLETED BY DEAN / GRADUATE PROGRAM DIRECTOR

Is this student considered to be making normal progress towards their degree (eligible to register in next semester)?
☐ Yes ☐ No (please explain) ___________________________

Based on normal academic progress in this student’s program, please provide information on when this student reached or is expected to reach the following stages of his/her academic program as noted:

Completion of: _______ course work for the degree: ___________________________
Completion of: _______ degree requirements: ___________________________

Receipt of diploma dated: ___________________________

# of credits: student will take in semester noted above: _______ & will __________ remain for degree completion __________ after the semester in question: _______.

Please confirm if you approve of the reason selected by the student at the top of this form: ☐ Yes ☐ No

If yes, provide an explanation. This may be based on departmental school policies and/or your determination that the student is meeting the university definition for a full course of study requirement even though they are not registered for a full-course of study.

___________________________________________________________________________________________

If no, please return the form to the student and direct them to contact Rutgers Global - ISSS. Provide an explanation (optional):

___________________________________________________________________________________________

___________________________________________
Printed name

SIGNATURE

Undergraduate School or Graduate Program: Chemical and Biochemical Engineering

Phone Extension 5-5558 E-mail fuat.celik@rutgers.edu Date

Last Updated April 2018