



**FINAL SEMESTER FULL-TIME ENROLLMENT  
FOR INTERNATIONAL STUDENTS IN F-1 OR J-1 VISA STATUS**

In the final semester of a degree program, Undergraduate and Graduate international students do not have to enroll full-time. The number of hours needed for graduation is considered to be full-time even if it is less than what is normally considered full-time. However, the student is required to submit a Final Semester Memo, which requires the department to validate that the student is in his/her last semester and that the student is taking all available hours.

If the student requires only one class to graduate, it cannot be taken as an on-line or distance learning class. USCIS requires that international students must be enrolled in at least one live, in-classroom course during his/her last semester.

**TO BE COMPLETED BY ACADEMIC ADVISOR/CHAIR**

NOTE: This form is required to confirm that a student is in their final semester of study, and must be received by International Student & Scholar Services prior to the last day of registration of the final semester. International Student & Scholar Services must report the reason a student is not enrolled full-time to USCIS.

Name of Student: \_\_\_\_\_

CWID Number: \_\_\_\_\_ Level of Study: \_\_\_\_\_

Major Field(s) of Study: \_\_\_\_\_

UA Academic Department: \_\_\_\_\_

Advisor/Chair's Name: \_\_\_\_\_

Advisor/Chair's Title: \_\_\_\_\_

Advisor/Chair's Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**INSTRUCTIONS TO ACADEMIC ADVISOR:** Please complete the following approval and sign at the bottom.

This is to confirm that the above named student is a student in the Department of \_\_\_\_\_ and is expected to complete a  Bachelor's;  Master's;  Doctoral degree by \_\_\_\_\_.

In this  Fall;  Spring;  Summer of (year) \_\_\_\_\_, he/she is enrolled for \_\_\_\_\_ credit hours.

The student is in his/her last semester in the program. The student only requires \_\_\_\_\_ credit hours to complete his/her degree program.

**Note to Graduate Student Advisors:** Graduate students must still meet the minimum enrollment requirements set by the Graduate School (generally 3 hours of research for doctoral students and 1 hour research for master's students)

**PROHIBITION AGAINST ONLINE ONLY:** If the student requires only one class to graduate, it cannot be taken as an on-line or distance learning class. USCIS requires that international students must be enrolled in at least one live, in-classroom course during his/her last semester.

Advisor/Chair's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please Scan and return to ISSS as a direct email attachment to [international@ua.edu](mailto:international@ua.edu).**