



**FINAL SEMESTER NOTIFICATION
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.

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 their last semester. For graduate students, research hours will generally meet this requirement.

Regardless of full-time or part-time enrollment status, all F-1 and J-1 students must submit a Final Semester Memo, which requires the department to validate that the student is in their 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.

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) _____, they are enrolled for _____ credit hours.

The student is in their last semester in the program. The student only requires _____ credit hours to complete their 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.