


Reduced Course Loads

International students will typically have to maintain a full-time course load of 9 credits. The only exception is your last semester. In your last semester, you can take less than 9 credits. However, in order to be able to do so, you will have to complete a Reduced Course Load form. Contact Office of International Services for Details (<https://www.usf.edu/world/international-services/index.aspx>  (<https://www.usf.edu/world/international-services/index.aspx>)).

NOTE 1: At least one of the courses you take on an RCL has to be either on-campus or hybrid. If you want to take a second, it can be online.

NOTE 2: Immigration requires you to take the majority of credits on your home campus, which is Tampa. You therefore should be careful before you enroll in classes that are offered on the St Pete or Sarasota/Manatee campus.

NOTE 3: An RCL form can only be approved if you have met all program prerequisites that were assigned to you when you were admitted to the program. Obviously, if you received an email that you had met all program prerequisites, then this is not relevant.

If you decide to take a reduced course load, please only register for the course(s) you want to take. Do not register for any additional courses. Doing so will lead to a delay in the approval of the RCL.

When you complete the RCL form, list muma-msbais@usf.edu (<mailto:muma-msbais@usf.edu>) as the approver.

If, notwithstanding the previous paragraph, you enrolled for more than the course(s) you want to take, you will have to send an email to muma-msbais@usf.edu (<mailto:muma-msbais@usf.edu>) indicating which courses you want to take in the last semester. We will not be able to complete the RCL form without that information.

Also, do not send us any emails asking him to approve your RCL. He will do so within 48 hours of getting a request from Office of International Services to approve the RCL.

A full-time CPT internship counts as a full course load. So, if you have a full-time internship, you do not need an RCL.

Also, once an RCL has been approved, you cannot later register for an internship (CPT).

The deadline for submitting RCL requests is the Wednesday of the first week of the semester. This applies even if your classes start later in the semester.