

## Medical Reduced Course Load (Medical RCL) F-1 and J-1 International Students

**Reduced enrollment with Berkeley due to medical conditions must be approved by Berkeley International Office before dropping courses.**

International students in F-1/J-1 visa status are required to be registered as full-time students every semester. Failure to maintain full-time enrollment is a violation of F-1 or J-1 status. For visa status purposes, students may enroll for less than full-time or withdraw due to health reasons if they have both BIO approval. Full-time enrollment for visa purposes is:

**Undergraduates** = 12 units or more (your college may require more than 12 units to be considered full-time (e.g. Letters & Sciences full-time = 13 units or more)).

**Graduates** = defined by your department (12 units in most cases)

- **ONLY 1 class or 3 units** of enrollment can be online units. Enrollment cannot be fully online.

### Reduced Enrollment for Health Reasons (1 to 11 units)\*

- Students may drop below full-time enrollment for physical or mental health reasons. They can have no more than 1 class or 3 units of online coursework as part of their final enrollment.
- F-1 and J-1 regulations state that only a **medical doctor, doctor of osteopathy or licensed clinical psychologist** may recommend a student for a medical reduced course load.
- BIO will only accept recommendations from a **U.S. medical doctor, doctor of osteopathy or licensed clinical psychologist**. If you have been seeing a practitioner overseas, you will need to be connected to care in the United States.
- If your care provider is **not** employed by University Health Services, they must also provide you with a **letter of explanation** that 1) describes your medical condition and 2) confirms that you require a medical reduced course load.
- Medical RCLs are approved for one semester at a time. Continuing health problems may need more than one approval if they continue beyond one semester.
- Medical RCLs may be approved for no more than a cumulative period of 12 months during the student's degree program.
- **Disabled Students Program and the Medical RCL** - Even if a DSP advisor recommends that you drop below full-time for medical reasons, that advisor cannot sign your medical RCL form unless they are a medical doctor, doctor of osteopathy or licensed clinical psychologist. You may consider asking your DSP advisor for help in contacting a University Health Services medical professional who can speak with you, assess your health, and then, if appropriate, recommend you for a medical RCL.

\* This form is **NOT** used for full Medical Withdrawal of 0 units. Students pursuing full medical withdrawal must be approved via [University Health Services Medical Withdrawal](#) process.

# Medical Reduced Course Load (Medical RCL)

## F-1 and J-1 International Students

This form is available at: [http://internationaloffice.berkeley.edu/students/current/full-time\\_regs](http://internationaloffice.berkeley.edu/students/current/full-time_regs).

### Student Information (all fields must be completed)

First Name:	Last Name:	Today's Date:
Student ID#:	Phone number:	Expected graduation (semester & year):
Number of <b>in-person units</b> after drop: Number of <b>online units</b> after drop: <b>TOTAL enrolled units* (1-11):</b>	Education Level: <input type="checkbox"/> Bachelors <input type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Law <input type="checkbox"/> EAP	
<input type="checkbox"/> <i>I have read conditions for a medical reduced enrollment on page 1 of this form. I am reducing my enrollment to between 1-11 units and I understand that only 1 class or 3 units of my reduced enrollment can be online. If I have only 1 class, I understand that it cannot be online.</i> * This form is NOT used for full Medical Withdrawal of 0 units. Students pursuing full medical withdrawal must be approved via <a href="#">University Health Services Medical Withdrawal</a> process.		

### University Health Services Medical Recommendation for Health Reasons

Student immigration regulations state that only a **medical doctor, doctor of osteopathy or licensed clinical psychologist** may recommend a student for a medical reduced course load. If your care provider is **not** employed by University Health Services, they must also provide you with a **letter of explanation** that describes your medical condition and confirms that you require a medical reduced course load.

#### Recommendation for Reduced Enrollment

Semester of recommended reduced enrollment:

Year: \_\_\_\_\_  Fall  Spring

Doctor's Name: \_\_\_\_\_

Title (MD, OD, or Licensed Psychologist only): \_\_\_\_\_

License Number: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

This form specifies a specific semester/year and requested total number of enrollment units. Do you recommend that the student reduce his or her course load as indicated above due to a medical condition?

No  Yes

**Care providers not employed by University Health Services:**

I have attached a letter explaining the medical situation and confirming that a reduced course load is recommended.

***"I recommend a reduced academic course load due to the student's medical condition."***

\_\_\_\_\_  
Signature of MD, OD or Licensed Psychologist

\_\_\_\_\_  
Date