

Medical RCL Checklist for F-1 International Students

Student Name: _____

Requested Semester for RCL: _____

Students seeking medical reduced course load will complete the following list of items before being approved:

Financial Coaching

- Make appointment to meet with a Financial Coach in Student Support Services (SC 133)

I have met with this student and have discussed potential financial implications and resources available while on Medical Reduced Course Load.

Signature: _____

Date: _____

NWTC Counseling

- Make appointment to meet with NWTC Counseling (SC 231)

I have met with this student and have discussed potential mental health implications and resources available while on Medical Reduced Course Load.

Signature: _____

Date: _____

Medical Professional Meeting:

- Make appointment to meet with a licensed medical doctor, doctor of osteopathy, or licensed clinical psychologist to obtain a letter prescribing reduced course load.

Please bring the “Basic Information for Medical Professionals” cover letter to be signed and attached with you to your appointment.

International Programs

- Return this checklist, your medical letter, and the signed cover sheet to International Programs (SC 118)

Once your reduced course load has been approved, you will receive a new Form I-20 with Reduced Course Load Authorization. **Do not drop courses until this authorizing I-20 has been received.**

Academic Advisor

- Make appointment to meet with your Academic Advisor in the Welcome Center (SC 240) to withdraw from classes.

Student Finance

- If you are seeking a tuition refund for courses that you have started but will withdraw from due to Medical Conditions, you will need to make an appointment to meet with Student Finance in the Welcome Center (SC 240).