

# Concurrent Enrollment Request Form for F-1 Students at Washburn

Students may request to take courses at another U.S. CIS (Immigration)-approved institution and have those credit hours count toward full-time enrollment as defined by the U.S. CIS and the Department of State.

## Eligibility Criteria: A WU student must -

- ❖ Be in legal F-1 student status and pursuing a degree at WU
- ❖ Remain on WU's I-20 during the semester specified below
- ❖ Take at least half of the total course load at WU during semester specified below.

**Note:** If you are enrolled in a total of only 12 credit hours (between WU and the other institution), you can enroll in a maximum of **one online course**.

The combined enrollment must be full-time and the courses taken concurrently at the other institution must fulfill degree requirements at WU.

## **SECTION 1: To be completed by the student**

Family Name: \_\_\_\_\_ First/Given name: \_\_\_\_\_

WIN #: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Phone #: \_\_\_\_\_

Current local address: \_\_\_\_\_

Semester for which you are requesting approval for concurrent enrollment:  Fall 20\_\_ \_\_ or  Spring 20\_\_ \_\_

Name of other institution: \_\_\_\_\_

I am requesting permission to enroll concurrently at WU and the institution listed above as outlined on this form. I understand the eligibility criteria and agree to abide by the rules set forth on this form.

**I will not drop below full time without prior approval** from an international student advisor at Washburn.

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **SECTION 2 (To be completed by Designated School Official or Registrar of other institution)**

As P/DSO or Registrar completing this form, I agree to notify a DSO at the Washburn Office of International Programs (785.670.1051 or [international@washburn.edu](mailto:international@washburn.edu)) if the abovementioned student withdraws from any classes at my institution.

Name of Institution: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

The course/s the student is enrolled in: \_\_\_\_\_

Total number of credit hours: \_\_\_\_\_ Is/Are the course/s on-line? \_\_\_\_\_

**Please return this completed form by fax to 785.670.1067 or e-mail to [international@washburn.edu](mailto:international@washburn.edu)**