SJSU SAN JOSÉ STATE UNIVERSITY

International Student and Scholar Services
COLLEGE OF PROFESSIONAL AND GLOBAL EDUCATION

Request for Concurrent Enrollment

CLEAR

F-1 and J-1 international students are required to enroll in a full course of study each fall and spring, excluding summer unless summer is the final semester. According to F-1 regulations students may enroll in two different SEVIS-approved schools at one time as long as the combined enrollment amounts to a full time course of study. If you are already enrolled full-time at SJSU (Graduate-9 units, UG-12 units) and wish to take additional units at another school, then you do not need to submit this form.

Section A. Student Information

Family/Last Name(s):	**Given/First Name(s):**	
SJSU ID:	**Email:**	**Telephone:**

☐ **Undergraduate** ☐ **Graduate**	**Concurrent enrollment request for semester:** ☐ **Fall 20_____** ☐ **Spring 20 _____** ☐ **Summer 20 _____**	**Units at SJSU this term:**	**Units at Other School:**

Please check or initial that you understand the following statements pertaining to concurrent enrollment:

- ☐ I will take courses at a SEVIS approved school, college or university. Please refer to SJSU transfer course articulation agreement with California community colleges.
- ☐ I will take at least half of the required units for full-time enrollment on SJSU campus (e.g. at least 6 units for UG, 5 units for graduate students).
- ☐ Only **one Distance Ed or online course,** not to exceed 3 units per semester, may be counted towards the full course of study requirement. Example. 9 units of lecture (in-person) + 6 units online = OK
  6 units of lecture (in-person) + 6 units online = NOT OK
- ☐ If summer is my first or final term, I understand that I need to take at least one lecture course at SJSU campus.
- ☐ I will provide **proof of registration or enrollment receipt** from the other school showing my name, the name of institution, class title, number of units, start and end date of class, and if course is lecture/in-person or online. Note: The course length must be at least 6 weeks in duration.
- ☐ Upon completing the course(s), I will transfer the credit(s) back to SJSU. Request an official transcript to be sent to the Office of the Registrar for articulation.
- ☐ **I will submit this form and proof of enrollment** (see above) **to ISSS for review,** before the 'Last Day to Add' for the current term.

Student's Signature:	**Date:**

Section B. Academic Advisor Recommendation

I support the student's request to take course(s) at another institution. I verify that the course(s) is/are relevant and will contribute to student's program of study at SJSU.

College/Major/Graduate Advisor Signature:	**Date:**
Printed Name and Department:	**Telephone Number:**

ISSS Staff Only Received Date:	DSO Signature & Date:	☐Approved ☐ Proof of Enrollment ☐Denied ☐ PS Entry

Disclaimer: Any advice provided to you by ISSS staff and any information on our website, forms, etc. should not be construed as legal advice. Due to the fluid nature of governmental interpretation, immigration laws, regulations, and eligibility requirements for benefits may change at any time. It is your responsibility to seek professional legal advice if you have case specific concerns.