International Student Request for
Medical Leave or Course Reduction Request Process
(Rev 8/2019)

International students on a UMass Lowell issued student visa document requesting to either take a Medical Reduction of Course Load or Withdraw for the semester for medical reasons must provide official medical documentation from a United States based licensed health care provider (i.e. Physician, Nurse Practitioner, Physician’s Assistant, Psychologist, licensed Social Worker, licensed Mental Health Clinician) to the UMass Lowell Wellness Center. This Request for Medical Withdrawal must include the diagnosis as well as accompanying justification as to why the student is unable to continue as a full time student. When requesting medical documentation, students should seek advice from their healthcare provider as to whether to request a course reduction or a withdrawal from the University, and have that stated on their documentation. Please note that pregnancy in and of itself will not justify a Medical Withdrawal or Reduction of Course Load unless there is medical documentation by a medical provider to support it. Students will not be considered for a Medical RCL after the add/drop period.

UMass Lowell Wellness Center staff (Counseling and/or Health Services) will review the request and accompanying documentation to verify if the request by the student for a change in status is warranted. Please be advised that requests may be denied if the medical condition and accompanying documentation does not meet the criteria for medical leave or course reduction. ISSO will follow the Wellness Center recommendation to determine whether to allow the student to drop below full-time or withdraw for the entire semester.

International students should be aware that Federal law requires that the above-mentioned process be approved in a maximum of one-semester increments, and that any requests for subsequent semesters will need to be managed by the student in the same manner as the initial request.

International students may be authorized to reduce their academic course load for a medical condition on more than one occasion during the same academic level through the above-mentioned review process so long as the aggregate period of that authorization does not exceed 12 months. USCIS calculates any Medical Reduction of Course Load by days, not by p/t or complete withdrawal.

The International Students & Scholars Office will meet with the student if requests for leave or course reduction are granted, and issue a new Form I-20 or Form DS-2019 for the appropriate medical status. If a request is not granted, the ISSO may need to terminate the student’s F-1 or J-1 status. (J-1 regulations may vary slightly from above.)

When considering a Medical RCL, International students should be aware of the Public Charge rule, effective October 2019. Please see the ISSO blog for more details: https://blogs.uml.edu/immigration-updates/. The ISSO can refer you to a list of immigration attorneys upon request to discuss any questions pertaining to this rule.
# International Student Request for Medical Leave or Course Reduction

## UMass Lowell Wellness Center Advisory

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<tr>
<th>Student’s Last name: _______________________</th>
<th>First name: ____________________________</th>
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<tr>
<td>Student ID #: ______________________________</td>
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### Recommendation by the UMass Lowell Wellness Center:

- [ ] Recommend Course Load Reduction based on outside medical diagnosis verified by the Wellness Ctr. for Fall _____ Spring____, Year______
- [ ] Recommend Withdrawal from UMass Lowell based on outside medical verified by the Wellness Ctr. for Fall _____ Spring____, Year______
- [ ] Recommend: Withdrawal ____ OR Reduced Course Load from UML’s Wellness Ctr. for Fall _____ Spring____, Year______

If requesting course load reduction the student must provide course # he/she wishes to withdraw from up to 1-2 courses. ______________________________                _________________________________

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<th>Signature of Wellness Center Reviewer of above _________________________________</th>
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<th>Printed Name of Wellness Ctr. Reviewer _________________________________</th>
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### ISSO will process the course withdrawal on SIS at the time of Form I-20 issuance.

**Billing related** - Students approved to drop below full-time or withdraw after the add/drop period, may still be charged for such fees. It is the student’s responsibility to discuss all billing-related questions with The Solution Center at the time of the approved Medical Withdrawal or Reduction of Course Load.