

Need permission letter? Yes No (letter will be emailed to you when completed)

UW Concurrent Enrollment Agreement

International Students, per USCIS regulations, are eligible to take up to three (3) credits toward full-time enrollment through distance education, either through UW or another school, each academic semester. Per USCIS regulations, correspondence classes (independent classes with no specific end date) will not count toward full-time enrollment. IEP students may take classes from UW ONLY.

The International Students & Scholars office requires that concurrent classes be approved and this agreement be signed and submitted prior to taking classes at any other institution. If classes are for full-time enrollment, all documentation must be submitted to ISS prior to dropping below full-time enrollment at UW.

I agree to and understand the following:

___ It is **my responsibility** to get ISS approval for any classes that I want to enroll in at any institution other than UW. This form is for immigration purposes ONLY and does not guarantee any acceptance of, or transfer of, credit. Transfer credits should be approved through my college or the Office of the Registrar prior the course.

___ It is **my responsibility** to provide this form and proof of my enrollment to ISS before I drop below full-time at UW, or before the SEVIS deadline each semester, if these classes are for full-time enrollment status.

___ It is **my responsibility** to provide an **official transcript** from all other institutions attended, to the UW Office of the Registrar. *If class is for full-time, it is **my responsibility** to provide the **official transcript** to the UW Office of the Registrar no more than **two (2) weeks after the end of the UW semester**, to document completion of the course. Any exceptions for classes that complete beyond that date must be approved by ISS. ISS is not obligated to follow-up with the student if a transcript is not submitted on time. ***If an official transcript is not submitted to the UW Office of the Registrar by the deadline, my SEVIS record may be terminated for "failure to maintain full-time enrollment"***, which may require me to leave the US immediately or apply for reinstatement with USCIS.

___ It is **my responsibility** to meet all application and financial requirements for the class. I am aware that the class might not be paid for by my scholarships and will be my responsibility to pay for the class or complete any necessary process with my scholarship provider. *Failure to pay for classes may result in you not being able to obtain a transcript at the end of the term. *This does NOT excuse the official transcript requirement and no extra time will be given to submit the official transcript.*

Please give: semester, name of the school, class name, online or not online, and credit hours for each class:

By signing below, I agree to all requirements above. **Please keep a copy of this form for your records!**

Name

Signature

Date

W#

As the academic advisor for this student, I certify that the above course(es) will not delay or interfere with completion of the student's program.

Advisor's Name

Advisor's Signature

Date