

Office of International Affairs
International Student & Scholar Services

Enrollment At Another Institution Form

U.S. Citizenship and Immigration Service regulations for maintaining status in the United States require all international students to be fully enrolled. Undergraduates must take 12 credit hours each semester and graduate students must take 5 graduate credit hours each semester.

Enrollment at another institution requires that a student have 12 credit hours (5 for a graduate student) at the University of Colorado Denver. The student may then register for additional classes at another school pending approval from his/her academic advisor. The student **MUST** maintain full-time enrollment at CU Denver. If the student drops below full-time, his/her immigration status may be in jeopardy.

As always, please see your assigned International Services Coordinator with any questions or concerns.

Section I: CU DENVER

Name of Student: _____ Date: _____

CU Denver Student ID Number: _____ Major: _____

Number of credit hours student is currently taking at CU Denver: (Please attach class schedule)

Specific course name and number to be taken at the other institution (required):

Justification for not taking this course at CU Denver:

Signature of the Academic Advisor: _____ Printed name: _____

Section II: Institution of concurrent enrollment (Name) _____

Semester student is requesting concurrent enrollment: _____

By signing this form, I understand I must maintain full time status at CU Denver. My enrollment at another institution does not count toward my full time enrollment at CU Denver.

Signature of student: _____ Date: _____

Procedures: Student must fill out form in order to request a letter approving of enrolling at another school. If the student wants transfer credit, the student must turn in original transcripts in a sealed envelope to International Admissions for review.