



Petition for Reduced Course Load

REGISTRAR'S OFFICE

200 McAllister Street • San Francisco, CA 94102 • office (415) 565-4613 • registrar@uclawsf.edu

Use this form to request a reduced course load. Students on financial aid should consult the Financial Aid office to determine how a reduced course load will affect their eligibility for financial aid. A full-time student must ordinarily be enrolled in at least 10 units per semester to be considered a full-time student. Part-time students should see their program's academic regulations for minimum units.

Minimum course load requirements are defined by the following Academic Regulations for each program: (JD: 106, 201, 401-402, , CSL: 3505-3507, LLM: 4004-4006. MSL: 5006-5007, FX: 7002 & 7003).

I am a VA (Veterans Affairs) Student F-1 (International) Student J-1 (Exchange Visitor) Student

Name: _____ Student ID#: _____

Class: _____ Term: Fall 20____ Spring 20____ Currently enrolled term unit total _____
(1L, 2L, 3L, CSL, LLM, MSL)

Reason for taking fewer than full-time (10) credits:

Student's Signature _____

Date _____

Section I: Dean of Students – If less than 10 units.

___ Approved

___ Denied

Dean of Students

Date

Section II: Fiscal Office - If this section does not apply to you, please circle "N/A" below and route form to Records.

_____ units X \$ _____ per unit \$ _____

Activity Fee: \$ _____

Health Fee: \$ _____

UCSHIP Fee: \$ _____

MBE Fee: \$ _____

Total Due: \$ _____

Fiscal – Processed? Yes No N/A

Fiscal Services Office (Please route ORIGINAL to Records) Date

Section III: Records Office

Records – Processed? Yes No

Registrar Office Staff

Date