

GENERAL INFORMATION

An F-1 student at Wayne State University may enroll concurrently in two SEVIS (Student and Exchange Visitor Information System) Schools approved by the Department of Homeland Security provided that:

1. Through the combined enrollment, the student is enrolled in the equivalent of a full course of study (12 credit hours for undergraduate students; 8 credit hours for graduate students)
- 2. The student must take at least one half of their total credit hours at Wayne State University.**
3. For example if you are an undergraduate student you have to take at least 6 credit hours at WSU, if you are a graduate student you must take at least 4 credit hours at WSU
4. The student is enrolled in a degree program at Wayne State University
5. The coursework at the other school will be accepted for fulfilling degree requirements at Wayne State University (as verified on page 2 by the student's academic department)
6. Attendance at the other school is based on advance permission from a Designated School Official (DSO) in the Office of International Students and Scholars at Wayne State University

APPLICATION PROCEDURES

In order to obtain approval to concurrently enroll at Wayne State and another academic institution, students must:

1. Complete Section A of the form on page 2
2. Request approval from their academic department (academic advisor or department chair must complete Section B)
3. Return with completed form to OISS for review and approval by a DSO
4. Submit a copy of the registration form from the other school for verification that you have registered for the total number of credits that you are seeking approval from OISS
5. Return a copy of an unofficial transcript or grade report from the other school to OISS no later than the **second week of class** of the following term as verification that you completed the total number of credits that were approved. Failure to verify you fulfilled the terms of this agreement can result in you losing your F-1 status and termination of your SEVIS record

Students who are not able to obtain approval to attend another institution, and/or those who will not be enrolled at Wayne State for at least one course during the period of study at the other institution must complete the F-1 transfer procedure to the other institution.

SECTION A: TO BE COMPLETED BY THE STUDENT

PERSONAL DATA

Last Name:	First & Middle Name:
Date of Birth:	Visa Type:
SEVIS ID:	WSU ID:
Email:	Phone:

CURRENT ADDRESS

Street:

City:	State:	Zip:
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ACADEMIC DATA

Major:	Expected Completion Date:
Degree Expected: <input type="checkbox"/> BA <input type="checkbox"/> BS <input type="checkbox"/> MA <input type="checkbox"/> MS <input type="checkbox"/> Ph.D. <input type="checkbox"/> Pharm.D. <input type="checkbox"/> Other: _____	

GUEST INSTITUTION

Name of Institution:

Address:

City:	State:	Zip:
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Semester you are requesting concurrent enrollment for:

Please indicate the courses you are taking at each institution:

WSU Courses		Guest institution Courses	
Course	Credits	Course	Credits
Total Credit Hours		Total Credit Hours	

ATTENTION STUDENTS: You must take at least half of your credit hours at WSU and you must submit your transcripts in the appropriate timeframe. The combined undergraduate level enrollment must be a minimum of 12 credit hours, combined graduate level enrollment must be a minimum of 8 credit hours.

Student's Signature: _____ Date: _____

SECTION B: TO BE COMPLETED BY ACADEMIC ADVISOR / DEPARTMENT CHAIR

I hereby certify that, if satisfactorily completed, the courses listed above will be accepted in partial fulfillment of this student's degree requirement.

Name: _____

Advisor's Signature: _____ Date: _____

OISS STAFF ONLY

Reviewed by _____ Date: _____