

## Concurrent Enrollment Request

Concurrent enrollment allows undergraduate international students to take additional classes at another school while taking classes at SIU. The Office of Registrar/International Education will maintain the student's SEVIS immigration record and confirm that they continue to be registered for at least 12 credits. If the student plans to get his/her degree at a school other than SIU, the student must complete a transfer to the new school and receive the transfer school's I-20 form.

**By completing this form, I agree to follow the concurrent enrollment policy at SIU.**

- ☐ I understand that I must register for a total of at least 12 credits as an undergraduate student or be approved for a Reduced Course Load.
- ☐ I understand that I must take a minimum of at least 6 credits at SIU.
- ☐ I understand that I must be enrolled in at least 9 on campus credits and only 3 credits of online courses will count towards the 12-credit minimum required by immigration. (Failure to do so will result in SEVIS termination).
- ☐ Fill out the information for a Concurrent Enrollment Letter below for each class not to be taken at SIU.
- ☐ By the first week of class, print out a detailed class schedule from the concurrent enrollment school and turn it in to DSO. It must contain your *full name, term of attendance, classes being taken, and the number of credits*.
- ☐ Once grades are released at the end of the term, submit an official transcript to DSO for grades to transfer and to confirm you were enrolled the entire term. Failure to submit a class schedule at the beginning of the term, or an official/unofficial transcript at the end of the term may result in SEVIS termination

Name: \_\_\_\_\_ SIU ID: \_\_\_\_\_  
(Last Name) (First Name) (Middle)

Mailing Address: \_\_\_\_\_  
(Street & Apt#) (City) (State) (ZIP Code)

Phone Number: \_\_\_\_\_ Term of Concurrent Enrollment: \_\_\_\_\_

**I would like a Concurrent Enrollment Letter for the following school(s):**

**School Name:** \_\_\_\_\_ **Course Name:** \_\_\_\_\_

Course Code: \_\_\_\_\_ # of Credits: \_\_\_\_\_ ☐ Online Course ☐ on Campus Course

**School Name:** \_\_\_\_\_ **Course Name:** \_\_\_\_\_

Course Code: \_\_\_\_\_ # of Credits: \_\_\_\_\_ ☐ Online Course ☐ on Campus Course

# Credits at SIU: \_\_\_\_\_ Additional Comments: \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**For Registrar/International office use only:**

☐ Concurrent enrollment approved: \_\_\_\_\_  
(DSO initials and date)

☐ Registered at SIU for: \_\_\_\_\_ CE Credits: \_\_\_\_\_ Class schedule: \_\_\_\_\_ Transcript: \_\_\_\_\_  
(Date Received) (Date)