

Concurrent Enrollment

Students can maintain F-1/J-1 visa status by completing courses concurrently at another university or college while remaining on a UTSA I-20/DS-2019 if they meet all the requirements listed on this 'Concurrent Enrollment' form.

Procedures

1. Before enrolling concurrently, verify with an academic advisor that the concurrent courses meet your degree requirements and that the courses will transfer to your specific degree program.
2. Check with the school you wish to enroll for their admissions requirements for students who wish to concurrently enroll.
3. Submit a **completed Concurrent Enrollment form with the admission letter** to the UTSA International Student Services by Census date of each semester of concurrent enrollment.
4. Enroll and complete the concurrent courses.
5. Submit your transcript from the university/college you concurrently enrolled to the UTSA International Student Services to show that you met your full-time requirement for that semester.
6. Arrange for the transfer of credit by the first day of class of the following semester.
7. Remember that you must complete this process every semester you wish to enroll concurrently.

NOTE: Consult other campus offices to determine if reducing your credit hours at UTSA will affect your scholarships, TA/RA positions, and campus housing.

Request for Concurrent Enrollment

Student Information

Student Name: _____ UTSA Banner ID @ _____
Last Name First Name

Local Address: _____
Street Apt City State Zip Code

Email Address: _____ Telephone: _____

Degree Level: Undergraduate Graduate Major: _____ Expected Graduation: _____
semester/year

Concurrent Enrollment Information

Name of Concurrent School: _____ Concurrent Enrollment Semester: _____

UTSA Course			Concurrent School Course		
Course #	# of Credit Hours	Is this class online? (Y/N)	Course #	# of Credit Hours	Is this class online? (Y/N)

Student Name: _____

ID: _____

Student's Responsibilities

- I, as an F-1/J-1 student, am required to enroll full time (Undergraduate = 12 credit hours; Graduate = 9 credit hours) during fall and spring semesters.**
 - Total hours of enrollment for UTSA and concurrent school combined must meet the full time requirement described above.
 - As a UTSA F-1/J-1 student, I must complete a minimum of 50 % or more of my credit hours at UTSA.
 - Failure to maintain full-time enrollment will result in termination of my F-1/J-1 visa status and subject me to deportation.
- As a UTSA F-1/J-1 student, I am not permitted to work on campus at the concurrent school. Unauthorized employment will lead to termination of my F-1/J-1 visa status.**
- Classes taken must apply to my degree.**
 - I will verify through my academic advisor that the courses will be applicable to my degree.
 - Per University policy I am required to submit transcripts from every college attended at the end of the semester even if courses have been withdrawn. Failure to do so may result in disciplinary action. Refer to University policy at <http://www.utsa.edu/infoguide/ch4ug.html#trans>.
- I must submit this form to the UTSA International Student Services by the Census date of concurrent enrollment.**
- If I decide to enroll at a different school for concurrent enrollment, I am required to submit a concurrent form again to the UTSA International Student Services.**
- I must submit to the UTSA International Student Services an official transcript proving completion of the courses at the concurrent school listed above within two weeks after the end of the semester. A transcript hold will be placed on my account.**

I have read and understand the above responsibilities. I verify that the information on this form is true to the best of my knowledge and the hours taken will count toward my degree requirements.

Student Signature: _____

Date: _____

DSO Endorsement

- The student named above is eligible to be concurrently enrolled at other institution(s), if admitted.
- The student is eligible to continue attendance at UTSA upon successful completion of the current semester.
- The student is currently enrolled full time at UTSA and maintaining his/her F-1 visa status.
- Comment if any:

International Student Advisor's Name: _____

Signature: _____

Date: _____

For ISS Use Only

Atlas: Local Address Email Tel Custom Note **BANNER:** SOAHOLD SFAREGS (undergrad only) Advisor's initial: _____