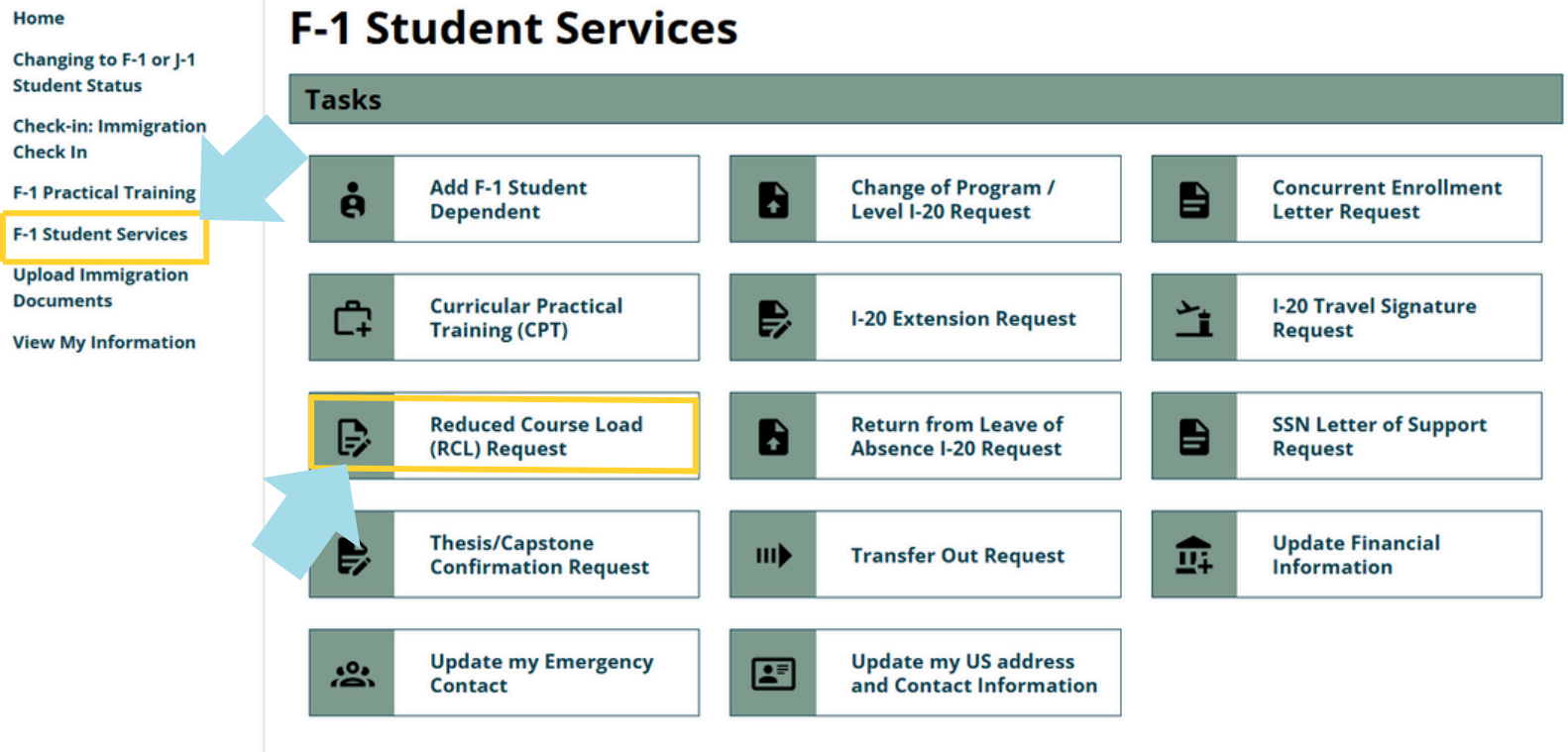


How To Submit the Medical Reduced Course Load (RCL) Request in MyISCU

Select the Reduced Course Load (RCL) Request eForm under the F-1 Student Services Menu

















The screenshot shows the 'F-1 Student Services' menu. The 'F-1 Student Services' option in the left-hand navigation menu is highlighted with a yellow box and a blue arrow. The main content area is titled 'F-1 Student Services' and contains a grid of task cards. The 'Reduced Course Load (RCL) Request' card is highlighted with a yellow border and a blue arrow.

Home
Changing to F-1 or J-1 Student Status
Check-in: Immigration Check In
F-1 Practical Training
F-1 Student Services
Upload Immigration Documents
View My Information

F-1 Student Services

Tasks

 Add F-1 Student Dependent	 Change of Program / Level I-20 Request	 Concurrent Enrollment Letter Request
 Curricular Practical Training (CPT)	 I-20 Extension Request	 I-20 Travel Signature Request
 Reduced Course Load (RCL) Request	 Return from Leave of Absence I-20 Request	 SSN Letter of Support Request
 Thesis/Capstone Confirmation Request	 Transfer Out Request	 Update Financial Information
 Update my Emergency Contact	 Update my US address and Contact Information	

Click on RCL Request to access the eForm

Reduced Course Load (RCL) Request

For information on enrollment requirements, RCL authorization, and RCL Request deadlines please visit scu.edu/iss/rcl.

E-Forms

REQUIRED
[Reduced Course Load \(RCL\) Request](#)

Enter the required information

Reduced Course Load (RCL) Request

() Information Required*

Select Academic Term of Reduced Course Load (RCL)*

Year of when you're requesting RCL*





Select "Medical" as the RCL reason, provide the required information, upload the medical recommendation from a U.S. based doctor, and click Submit.

Possible reasons to request an Reduced Course Load request:

- Final Term (To Complete Course of Study in Current Academic Term)
- Illness or Medical Condition (attach a letter of support from a U.S. based doctor)
- Academic Difficulties (requires ISS to seek a faculty evaluation; student must maintain at least 1/2 time units). Select one:
 - Improper course level placement
 - Initial difficulty with reading requirements (typically only first quarter / semester)
 - Initial difficulty with the English language (typically only first quarter / semester)
 - Unfamiliarity with U.S. teaching methods (typically only first quarter / semester)

Select your reduced course load reason*

We require a medical recommendation from a licensed medical doctor, psychiatrist, doctor of osteopathy, licensed psychologist, or clinical psychologist that includes: Your full legal name, the academic term which you need a Medical Reduced Course Load, the number of classes the doctor recommends you take (in units, hours or courses), including the recommendation that you take no classes (if applicable). And a statement that you are under the doctor's care that include the medical diagnosis the doctor has made that supports the recommendation that you take few or no classes. The letter must be on letterhead and should be dated and signed by your U.S. based doctor or health care professional.

Upload a letter of support from a U.S. based doctor *

Have you previously been authorized for a reduced course load?*

