

F-1 STUDENTS: CONCURRENT ENROLLMENT

General Information

An F-1 student at Madonna 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; 9 credit hours for graduate students);
2. the student must take at least one half of their total credit hours at Madonna University. For example, if you are an undergraduate student you have to take at least 6 credit hours at MU, if you are a graduate student you must take at least 4 credit hours at Madonna University;
3. the student follows the guest application procedure and requirements established by MU to complete the registration process at the guest school;
4. attendance at the other school is based on advance permission from the International Students Office and the Registrar's Office at Madonna University.

Application Procedures

In order to obtain approval to concurrently enroll at Madonna and another academic institution, students must submit the following documents to the International Students Office **before the end of the second week of class**:

1. A completed Application for F-1 Concurrent Enrollment Application Form on the reverse side.
2. A completed Michigan Uniform Undergraduate Guest Application Form, with official college seal;
3. A copy of the current registration record at the guest school.

Note to Students: Students who will not be enrolled at Madonna 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.

APPLICATION FOR F-1 CONCURRENT ENROLLMENT APPROVAL

Student's Data:

Last Name: _____ First Name: _____

Local Address: _____

Phone: _____ MU ID Number: _____

Major Field of Study: _____ Academic Level: _____

Plan of Study

Name of Institution you will attend other than MU: _____

Address: _____

I am requesting Concurrent enrollment for the _____ Semester., _____ 200__

Madonna University (LIST BELOW ALL OF THE COURSES YOU ARE REGISTERING FOR AT MU FOR THIS TERM)		Guest Institution (ONLY SEVIS APPROVED U.S. SCHOOLS)*	
Course	Credit Hours	Course	Credit Hours
TOTAL CREDIT HOURS		TOTAL CREDIT HOURS	

Student's Signature: _____ Date: _____
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Approval of DSO: _____ Date: _____