



## On-Campus Component Reporting Form for Online Courses

Immigration regulations stipulate that for F-1 International Students “no more than the equivalent of one on-line/distance education class or 3 credits per session may count towards the full course of study requirement” (8 C.F.R. § 214.2(f)(6)(i)(G)). At SU, many online courses are in reality “blended” courses that have both online and on-campus components. To compensate for the “blended” courses, SU has created this form to allow students taking a “blended” course to count the course as an on-campus course and not an online course to comply with their full time enrollment requirement. This form should be filled out and signed by the Course Professor and returned to the WORLD Office during the first week of classes for a given term.

**Biographical Data: (To be completed by the Student)**

Family Name:			First and Middle Name:			Birth Date:		
Email:					SU Student ID:			
Current Degree Level:			Current Major:			Expected Completion Date:		

**Course Information: (To Be completed by the Course Professor)**

Semester: __ Fall 20__ __ Spring 20__ __ Summer 20__			Course: (Name and Number):					
<p>To be considered an “on-campus” course, the course listed above must fit into one of the situations below:</p> <p><input type="checkbox"/> The course has required meeting times at a SU Campus as listed in the SU course schedule.</p> <ul style="list-style-type: none"> <li>- Provide a copy of the course schedule that shows the on-campus meeting times.</li> </ul> <p><input type="checkbox"/> The syllabus for the course lists specific, recurring on-campus requirements</p> <ul style="list-style-type: none"> <li>- Ex: “Students must attend weekly meetings on Tuesday nights at the SU campus”</li> <li>- Provide a copy of the syllabus with the on-campus component(s) highlighted.</li> </ul> <p><input type="checkbox"/> The professor has set up <u>specific, recurring</u> on-campus requirements for international students enrolled in this course.</p> <ul style="list-style-type: none"> <li>- Ex: “International students enrolled in XXXX course must take all exams on campus.”</li> <li>- Please note that studying at the library or attending one orientation session does not qualify.</li> <li>- What is the recurring on-campus component that this student will complete:</li> </ul> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>								
Professor Name:			Professor Signature: (Note: Only course professor may sign)				Date:	

**I have fully completed the above information and understand the regulations regarding this process:**

***If I have any questions, I will consult with WORLD staff.***

Student Signature		Date:
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