

International Graduate Student Enrollment Expectations Related to SEVIS Reporting Updated November 3, 2021; Enacted Summer 2019

In order to be reported in SEVIS (Student and Exchange Visitor Information System) as engaged in a “full course of study” at Chapman, the following enrollment expectations must be met by international graduate students. The enrollment expectations below are for SEVIS purposes only; individual programs and other entities, including financial aid, loan processing agencies, housing, scholarships, and GRA/GTA or other campus employment, may have higher enrollment expectations. Graduate programs may not grant exceptions to the minimum number of credits for “full course of study” SEVIS reporting. Questions should be directed to the Office of Graduate Admissions.

INTERNATIONAL STUDENTS IN MASTER’S PROGRAMS WITHOUT A THESIS¹ REQUIREMENT:

Any master’s level F-1/J-1 visa student in a program not requiring completion of a thesis is expected to enroll in a minimum of 9 credits per fall/spring term to be considered to have a “full course of study” for SEVIS purposes. Such students may enroll in a combination of required program courses and/or approved individual study (699) courses to meet the 9 credit minimum enrollment expectation.

INTERNATIONAL STUDENTS IN MASTER’S PROGRAMS WITH A THESIS REQUIREMENT:

Any master’s level F-1/J-1 visa student who has not yet completed all required courses *nor* met the minimum number of credits required for thesis is expected to enroll in a minimum of 9 credits per fall/spring term to be considered to have a “full course of study” for SEVIS purposes. Such students may enroll in a combination of required non-thesis credits, required thesis credits (through the program’s code), and/or approved individual study (699) courses to meet the 9 credit minimum enrollment expectation.

A master’s level F-1/J-1 visa student who has completed all other course requirements *and* is registered **exclusively** for thesis credits is expected to enroll in at least 3 thesis credits per fall/spring term, *until they have earned the minimum number of credits required for thesis by their program*. A master’s level F-1/J-1 visa, thesis option student who has earned the minimum number of thesis credits required by their program is expected to subsequently enroll in only 1 continuous enrollment thesis credit (ENG 598A/598B or various programs’ 698A: Thesis Continuous Enrollment) for a maximum of one fall/spring semester’s extension to complete their thesis. Such students will be considered to have a “full course of study” for SEVIS purposes.

¹ At the master’s level, the term *thesis* is used inclusively to represent the culminating scholarly/creative work required in the student’s program. A capstone project, creative endeavor (such as a film or novel), or other alternative representation of culminating scholarship/creative activity is included in the term *thesis*.

PROFESSIONAL DOCTORAL STUDENTS:

Any professional doctoral (non-PhD doctorate) level F-1/J-1 visa student is expected to meet their program's full-time enrollment requirement to be considered to have a "full course of study" for SEVIS purposes.

STUDENTS IN GRADUATE PROGRAMS WHERE REQUIRED ENROLLMENT FOR ALL STUDENTS IS BELOW 9 CREDITS IN ANY TERM (added January 2021)

Graduate programs where the required enrollment for all students (international and domestic) is officially recognized by the University as less than 9 credits in a fall or spring term may designate their F-1/J-1 visa students as in a "full course of study" for SEVIS purposes. All programs with this distinction are officially on file with the Office of Graduate Admissions.

PhD STUDENTS:

A PhD F-1/J-1 visa student who has not advanced to doctoral candidacy is expected to enroll in a minimum of 9 credits per fall/spring term in order to be considered to have a "full course of study" for SEVIS purposes. Such students may enroll in a combination of required non-dissertation credits and/or approved individual study (699) courses to meet the 9 credit minimum enrollment expectation.

A PhD F-1/J-1 visa student who has advanced to doctoral candidacy is expected to enroll in a minimum of 3 dissertation credits per fall/spring term, until they have earned the minimum number of credits required for dissertation by their program. A PhD F-1/J-1 visa student who has earned the minimum number of dissertation credits required by their program is expected to enroll in 1 continuous enrollment dissertation credit (798A) each fall/spring semester for a maximum of two semesters' extension (= 2 credits 798A total) to complete their dissertation. Such students will be considered to have a "full course of study" for SEVIS purposes.

INTERTERM AND SUMMER ENROLLMENT CONDITIONS:

Interterm enrollment is not expected for any F-1/J-1 visa student unless such enrollment is required by the program. In such circumstances, a F-1/J-1 visa student must meet the program's full-time interterm enrollment requirement to have a "full course of study" for SEVIS purposes.

Summer enrollment is not expected for any F-1/J-1 visa student unless such enrollment is required by the program. In such circumstances, a F-1/J-1 visa student must meet the program's full-time summer enrollment requirement to have a "full course of study" for SEVIS purposes.

EXCEPTIONS FOR LAST TERM OF STUDY:

Exceptions to these enrollment expectations may be granted by the DSO only for students in their last term of study, for whom fewer credits remain to be completed to fulfill their degree requirements. In no case can a student be enrolled in less than 1 credit in their last term.