

ACADEMIC OPTIONS FOR STUDENTS

WITH SERIOUS HEALTH PROBLEMS OR OTHER COMPLICATIONS

All students are expected to attend all three semesters each year and graduate within their 4-year allotment. Occasionally, circumstances may require/allow one of the following academic options:

PART-TIME (PT)

WHAT

- Enroll in less than 12 credits in the Fall/ Winter semester or less than 8 cr in spring semester
- This option is available to international students who are in their home countries as long as they can still finish within their allotted 4 years
- This option is available to domestic students as long as they can still finish within their allotted 4 years
- Deadline is the last day to drop classes

IMPACT

- Students are not eligible for student benefits including housing, SMB, employment, etc.
- This option is available to international students who are in their home countries
- International students who enroll part-time without a Medical Reduced Course Load (MRCL) are not eligible to return to the U.S. until they are again registered as a full-time student and within 30 days prior to the semester for which they are registered

HOW

- Simply register for 1-11 credits
- International students must have a valid passport, Visa, and a DS-2019, or I-20 form properly endorsed for when the student will arrive in the U.S.
- Returning students need a Travel Signature from an ISS Advisor
Contact ISS to help resolve any issues with these requirements

MEDICAL REDUCED COURSE LOAD (MRCL)

WHAT

- Allows a student to carry less than the minimum credit load for only one semester but still retain their status as a full-time student
- Need for a reduced course load must be based on a physical or mental health need
- Deadline is the first Friday after school start

IMPACT

- Students should contact their Academic Advisor to see how a MRCL will affect their 4-year allotment
- Keep full-time status
- Scholarships and Federal Aid will likely be affected
Please see a Financial Aid Counselor

HOW

Complete the Medical Reduced Course Load Request form found at <https://deanofstudents.byuh.edu> under the FORMS tab

LAST SEMESTER REDUCED COURSE LOAD (LRCL)

WHAT

- Allows a student in their last semester of residency to carry less than the minimum credit load
- Deadline is the first Friday after school start

IMPACT

- Keep full-time status
- Scholarships and Federal Aid will likely be affected
Please see a Financial Aid Counselor

HOW

- See Academic Advisor

LEAVE OF ABSENCE (LOA)

WHAT

- Eligible after completing at least one year (three consecutive semesters)
- Allows a student to not enroll in classes for one semester
- Return the following semester without needing to reapply for readmission
- The LOA semester must not extend a student's 4-year allotment to graduate
- The LOA is granted based on a physical health or mental health need, as supported by documentation.
- Deadline is the first Friday after school start

IMPACT

- Students should contact their Academic Advisor to see how a LOA will affect their 4-year allotment
- This option is available to international students only if they are in their home countries
- International students on LOA are not eligible to return to the U.S. until they are again registered as a full-time student and no sooner than 30 days prior to the semester for which they are registered
- Students are not eligible for student benefits including housing, SMB, employment, etc.
- No housing available

HOW

- Complete the Leave of Absence Request Form found at <https://deanofstudents.byuh.edu> under the FORMS tab
- Must have a valid passport, Visa, and a DS-2019, or I-20 form properly endorsed for when the student will arrive in the U.S.
- Returning students need a Travel Signature from an ISS Advisor
Contact ISS to help resolve any issues with these requirements

DISCONTINUANCE

WHAT

- Withdrawing from ALL classes in a semester
- Deadline - allowed throughout the semester but the date will affect possible tuition refund, federal aid payback, the need to reapply for future enrollment, etc.

IMPACT

- Avoid failing all classes
- Tuition reimbursement (varies: full, partial, none)
- If you have received Federal Aid you may need to return a portion
- \$10 fee
- If missing more than one semester, student may have to reapply. Check with Registrar's Office
- Former students in good academic, ecclesiastical, and financial standing with the University should be readmitted without issue
- International students will need to leave the U.S. immediately
- Students are not eligible for student benefits including housing, SMB, employment, etc.
- International student will lose SEVIS Status

HOW

- Log onto mybyuh
- Click on Student
- Click on Request Discontinuance
- Fill out the form and submit it online