

On-Campus Component Reporting Form for Online Courses

- For F-1 International Students, immigration regulations state “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 UNT, many online courses are in reality “blended” courses that have both online and on-campus components. To compensate for these “blended” courses, UNT utilizes this form to allow students taking a “blended” course which has an on-campus credit bearing component to document they are meeting their on-campus enrollment requirement.
- Submit the **On-Campus Component Reporting Form for Online Courses E-Form** on the iNorthTX portal during the first week of classes for the semester. If using Option 3 below, this form must also be completed and signed by the course professor before submission via the E-Form.

Biographical Data: (To be completed by the Student)		
Family Name:	First and Middle Name:	Birth Date: (mm/dd/yyyy)
UNT Email:		UNT Student ID:
Current Degree Level: <input type="checkbox"/> Graduate <input type="checkbox"/> Undergraduate	Current Major:	Expected Completion (graduation) Date:
Course Information: (Option 3 must be completed by the Course Professor)		
Semester: <input type="checkbox"/> Fall 20____ <input type="checkbox"/> Spring 20____ <input type="checkbox"/> Summer 20____	Course: (Name and Number):	
<p>To be considered an “on-campus” course, the course listed above must meet at least 3 times on campus during the semester and fit into one of the situations below (<i>please choose one option below</i>):</p> <p><input type="checkbox"/> Option 1 The course has required meeting times at a UNT Campus as listed in the UNT course schedule.</p> <ul style="list-style-type: none"> • For Option 1, provide a copy of the course schedule that shows the on-campus meeting times and location. <p><input type="checkbox"/> Option 2 The syllabus for the course lists specific, recurring on-campus requirements</p> <ul style="list-style-type: none"> • Example: “Students must attend weekly meetings on Tuesday nights at the UNT campus” • For Option 2, provide a copy of the syllabus with the on-campus component(s) highlighted. <p><input type="checkbox"/> Option 3 The professor has set up specific, recurring on-campus requirements for international students in this course. Note: Option 3 is at the faculty's discretion and is not available for all classes.</p> <ul style="list-style-type: none"> • Example: “International students enrolled in XXXX course must take all exams on campus on (dates).” • Example: “Students enrolled in XXXX course must meet with professor on mm/dd in (location).” • Please note that studying at the library or attending one orientation session does not qualify. • For Option 3, the course Professor MUST complete and sign this form. • For Option 3, list below the 3 or more recurring on-campus components that this student must complete. Please include dates and locations of on campus meetings: <p>_____</p> <p>_____</p> <p>_____</p>		
Professor Name:	Professor Signature: (Note: Only course professor may sign)	Date: mm/dd/yyyy

**I have fully completed the above information and understand the regulations regarding this process:
If I have any questions, I will consult with an ISSS Advisor.**

Student Signature:	Date: mm/dd/yyyy
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After you fill out and digitally sign this form, you must save it in order to complete the form and save your signature.
Once signed and saved, please send this as an attachment and email the form to internationaladvising@unt.edu.