

# INTERNATIONAL STUDENT ONLINE COURSE APPROVAL FORM

(PLEASE TYPE ALL INFORMATION)

Office of International Affairs

Date: \_\_\_\_\_

## Section I: Student's Information (to be completed by student)

Name:	T-Number:
Major:	Cell Phone:
E-mail:	

## TSU Academic Advisor's Information

Name:	E-mail:
-------	---------

## Online Course Information

Course Name, Number & Section: <b>Example ECON 2010 98</b>	CRN: <b>50590</b>	Semester: <b>Spring/Fall 20--</b>
--	-------------------	-----------------------------------

1. The International Student Online Course Approval Form must be received by the Office of International Affairs no later than two weeks prior to the beginning of the semester.
2. International (F-1 visa) students are required to register as full-time students, with only one on-line course fulfilling the minimum full-time requirement.
3. Student must complete Section I of this form **electronically** and submit to their academic advisor. The academic advisor should complete Section II of this form and email to OIA at [OIA@tnstate.edu](mailto:OIA@tnstate.edu).
4. OIA will email completed form to SACM and the student.
5. SACM must provide an On-line Course Financial Guarantee prior to registration of the course.

## Section II (to be completed by Academic Advisor)

Upon completion of this section, please send completed form to [OIA@tnstate.edu](mailto:OIA@tnstate.edu).

- |  |        |       |
|--|--------|-------|
| 1. I have advised the student to enroll in the requested course.   | YES___ | NO___ |
| 2. This course is required to complete the student's degree requirements.  | YES___ | NO___ |
| 3. The course is only offered online for the current semester and will prolong the student's graduation date if not taken in the current semester. | YES___ | NO___ |

**Estimated Graduation Date:**

Advisor's E-Signature:

Date:

## Section III (to be completed by International Advisor)

### Online Credit Hours completed at TSU

CRN	Course Name and Number	Term	Credit Hours

Reviewed by DSO:

Date: