Rutgers, The State University of New Jersey
Graduate Program in Electrical and Computer Engineering

Reduced Credit Load (RCL) Request Form

Note: After this form has been completed with all required signatures, please email it to the ECE Graduate Director (ecegraddirector@soe.rutgers.edu) for confirmation. Once confirmed, please submit a Reduced Credit/Course Load e-form request using the RGlobal Portal. Please refer to the Rutgers Global website (https://global.rutgers.edu/current-students) for the detailed instructions.

Student Name: _____   RUID: _____

Email Address: _____   Degree Program (MS/PhD): _____

Coursework Completion Date (mm/dd/yyyy): _____

(Note: this is the last day of the semester when you completed or anticipate to complete all the classroom-based course credits. Please refer to the Graduate Handbook for detailed requirements.)

Degree Requirement Completion Date (mm/dd/yyyy): _____

(Note: this is the date when you completed or anticipate to complete not only the classroom-based course credits but also all other degree requirements. Please refer to the Graduate Handbook for detailed requirements.)

The semester pertaining to the reduced credit load request: _____

The reduced credit count you plan on undertaking for the semester: _____

Remaining credit count towards degree completion after the reduced credit load semester: _____

Reason for the reduced credit load request with a comprehensive justification, anchored in departmental, Rutgers School of Graduate Studies, and immigration policies:

_____

_____	_____	_____
Student Name (Print)	Student Signature	Date

------- For PhD student and MS student with thesis only --------

_____	_____	_____
Advisor Name (Print)	Advisor Signature	Date