



Curricular Practical Training Certification Form

International Students in F-1 visas status can take advantage of off-campus employment authorization known as Curricular Practical Training (CPT). CPT is employment which is an integral and required part of the established curriculum in a student's field of study.

CPT Eligibility Confirmation:

- The student is in active F-1 status.
- The student will have completed one year (two semesters) of full-time academic study in the U.S. before their CPT authorization starts. *(This requirement can be waived for graduate students whose program requires practical training in the first year of study.)*
- The training is directly related to the student's major area of study.
- The training is limited to no more than 20 hours per week during fall and spring semester. The training can be more than 20 hours per week during summer term and university breaks.
- The training is **required** for graduation, meaning that it is an integral component of the required curriculum for all students in the major or degree program. *(An elective course that only some students take doesn't qualify for CPT)*

If you are not able to answer Yes to all of the eligibility requirements, you are not eligible for CPT. Ask ISS for information about Pre-Completion OPT to determine if that is a possibility for you.

CPT Request:

(Student's name) _____
(Student ID number) N00
(SEVIS ID Number)

Degree level (select one): Bachelor's Master's Doctorate

Please indicate course information that is directly associated with the training:

Course number: _____ Course title: _____ Course instructor: _____

Number of credits: _____ Term: Fall J-term Spring Summer _____
Year

This request is for practical training which is: _____ Part-time (up to 20 hours a week)

_____ Full-time (more than 20 hours a week)

Dates of training (include start date and end date):

Advisor Confirmation: The following section should be completed by the Course Instructor or Advisor

I agree that this internship/employment is an integral part of the curriculum for this student's program of study.

Signature: _____ Printed Name: _____ Date: _____