

F-1 CURRICULAR PRACTICAL TRAINING

GENERAL INFORMATION

Curricular Practical Training for F-1 students is intended to provide work experience where **the work is an integral part of an established curriculum**. (Employment that is merely related to the student's major but that is not a required part of the academic program cannot be authorized under Curricular Practical Training.)

Although employment authorized under part-time curricular practical training is unlimited until the completion of a degree, students who receive one year or more of full-time Curricular Practical Training are ineligible for Option Practical Training (this includes practical training after graduation).

ELIGIBILITY

In order to be eligible for curricular practical training, the following conditions must be met:

- ♦ the student must have been enrolled on a full-time basis for at least one full academic year
- ♦ the employment must be designed and structured to enhance the student's educational program, endorsed and monitored by the academic department, and directly related to the student's **declared** major
- ♦ the employment must be an integral part of an established curriculum; either required for all students in the field or required for a particular course or track or cooperative education program
- ♦ the employment must be obtained through the support of the educational institution and not 'sought through the open market'

APPLICATION PROCEDURE

Authorization for Curricular Practical Training is given for a specific position, company, and location. The student must obtain a detailed job description of the position for which an offer of employment has been made and discuss the appropriateness of the position for CPT with the relevant professor. If the professor recommends CPT based on the above information, she or he should complete the attached form and return it to the student with a copy of the job description at least 14 days prior to the commencement of employment.

After discussing the position with the relevant professor, the student should make an appointment with the International Student Advisor and submit the following:

- ♦ Valid Passport and I-94
- ♦ Completed form "Curricular Practical Training Recommendation" (attached)

The international student advisor will review the information and make the final determination for CPT recommendation. If CPT is to be awarded, the advisor will update the student's SEVIS record accordingly and issue a new I-20 showing the recommended dates and type of employment. The advisor and student must sign and date the updated I-20 prior to the student's commencement of employment.