

Curricular Practical Training (CPT) Department Recommendation

Curricular Practical Training (CPT) is an employment authorization available to F-1 students where the practical training employment is considered to be an integral part of an established curriculum or academic program. Employment may be an internship, cooperative education job, a practicum, or any other work experience that is either required for your degree (as defined in the course catalog) for which academic credit is awarded. F-1 students who engage in 11 1/2 months of full time CPT become ineligible for OPT. This application form must be completed by the student and processed by ISSP before commencing CPT employment.

Name: _____ Date: _____

E-mail: _____ Student ID: _____ Phone Number: _____

Degree Objectives: Undergraduate Graduate Current Status: F-1

Student's academic program (Major): _____ I-20 # _____

Expected program completion/graduation date: _____

(CPT must end prior to graduation)

Please attach job offer to CPT request.

Job Title: _____ Employer's name: _____

Employer's phone number: _____ Employer's e-mail: _____

Start Date: _____ End Date: _____ No. of hours/week: _____

To be completed by program advisor:

1. Is student in good academic standing? YES NO
2. Is CPT required for degree completion? YES NO (Go to 2a)
2a. If NO, Internship related Course Number and Title: _____ Unit Value: _____
3. Does the department **require** student to be employed **full-time** (20 hours +) YES NO
(Only part-time CPT is granted while school is in session, exception for full-time CPT is only given to programs that **require** students to be employed **full-time** to fulfill program requirements)
4. Does department have a separate CPT application (if so, please attach)? YES NO
5. Please describe how the employment meets the above listed criteria _____

Program Advisor Name: _____ Program Advisor Signature: _____

Date: _____ E-mail: _____ Phone #: _____

For ISSP Office Use Only:

Job offer attached: Dept CPT application attached: Date: _____ Staff Initials: _____

For questions or concerns regarding the CPT application, please contact California State University, Fresno's International Student Services: intlstudentservices@csufresno.edu

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and Programs