

Curricular Practical Training Request (Internship for students on F-1 Visas)

Section 1: To be Completed by Student:

Student's name: Last/Family: _____ First: _____

Student ID #: _____ SEVIS ID #: N _____

Email: _____ Phone: _____

I am requesting Curricular Practical Training (CPT) (check one):

part-time (up to 20 hours/week) full-time (more than 20 hours/week)*F/T may impact OPT

I am requesting CPT in my final quarter: yes no

If "yes" above, please list your final quarter schedule. CPT-related credits cannot be the only credits enrolled in your final quarter: _____

Requested CPT Start date: _____ End date: _____

Name of Internship Site: _____ Address: _____

Supervisor's Name _____ Supervisor's phone: _____

Please include a copy of your Internship Offer or Description and briefly describe below:

Student signature: _____ **Date:** _____

Section 2: To be completed by an Advisor in the Academic Department

Student's field of study: _____ Degree level: _____

Student is expected to complete his/her educational objective _____ quarter, 20_____

I agree that this student Curricular Practical Training (Internship) opportunity is (check one):

Required for the student's degree. (very few programs fit this category, ie: BA in Interior Design)

Optional but integral part of the established curriculum and directly related to students major

Academic Advisor Name: _____ **Date:** _____

Section 3: To be completed by an Associate Experiential Learning Coordinator in Center for Career Connections:

Internship Credits will be registered (EXPRL or other) _____ Quarter _____ # of credits _____

EXPRL Coordinator Signature: _____ **Date:** _____

After completing this form, please submit to Office of International Education. If all eligibility requirements have been met, you will receive an email inviting you to pick-up your new I-20 with CPT endorsement on page 3. If your advisor has any questions they will contact you within one week.