

## **Curricular Practical Training (CPT)**

### **What is Curricular Practical training (CPT)?**

CPT authorization is an immigration benefit granted to F-1 students to allow off-campus employment when that work can be characterized as an “integral part of the established curriculum”. You must be receiving some form of credit for your CPT, whether for student teaching, an internship, or a major requirement.

### **When am I eligible to apply for CPT?**

To be eligible for CPT authorization you must have been enrolled and maintain F-1 status for at least one-academic year (2 Semesters). F-1 students are only eligible for CPT before the completion of their academic program.

### **Do I need a job offer to be eligible for CPT?**

Yes. CPT is granted for work with a specific employer, at a specific place for a specific period of time.

### **Is there a limit to how long I can work with CPT?**

There is no cumulative maximum period of CPT authorization. However, CPT can only be granted for the duration of the proposed employment period or in periods of one year, whichever is shorter. You can do more than one CPT.

### **Will the use of CPT impact my eligibility for OPT?**

Not unless you use a full cumulative year of full-time CPT. Using a full year of full-time CPT makes you ineligible for OPT at the same educational level.

### **What sort of work qualifies for CPT employment? How many hours can I work?**

CPT employment must be in the student’s field of study and an integral part of the student’s academic program. It may be full-time or part time, depending on the requirement of the academic program and nature of the work.

### **Does it cost anything to apply for CPT?**

No

## **Application Procedure**

1. Fill out a CPT Request Form, available on the ISSS website. This form documents your CPT request and is kept in your immigration file.
2. Bring to ISSS:
  - Filled out CPT Request Form
  - A letter of support for CPT from a Faculty Mentor/Advisor (ask ISSS for a template)
  - Your Employment Offer Letter. This letter should detail your employer's name and address, your dates of employment and whether the proposed employment is full-or part-time, and should be on the organization's official letterhead (ask ISSS for template)

\*Please ask for the templates to be sent to you for your affiliated Faculty Mentor/Academic Advisor and Employer.

3. The ISSS office will review your eligibility and notify USCIS through SEVIS of your CPT authorization.
4. You will receive a new I-20, with the CPT authorization noted on page 2. You may not begin your CPT employment until you have received this authorization, and your employment may not extend beyond the end date without extending your CPT employment period. This new CPT I-20 is valid only for the duration of your CPT employment period.