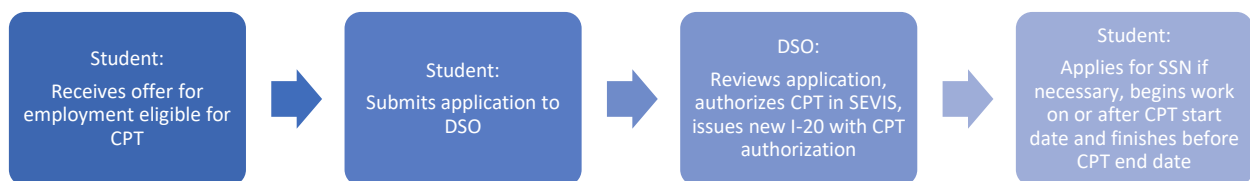


## Curricular Practical Training (CPT)

F-1 international students have very strict restrictions on employment, but some majors require work experience in order to graduate. In this case, you can apply for Curricular Practical Training (CPT) to receive work authorization for the required employment.

- **What kind of work qualifies for CPT?**
  - Work-study, internship, cooperative education, practicum, etc.
  - Must be both related to major AND required for graduation (298/498 WEXP course listed as degree requirement)
  - Must have signed cooperative agreement or letter from employer
  - Can be part-time (20 hours or less a week) or full-time (more than 20 hours a week)
    - 12 months or more of full-time CPT eliminates eligibility for Optional Practical Training (OPT), the other type of authorized employment for F-1 students
  - Can have multiple jobs/employers but must have a separate authorization for each employer and CPT segment
- **Who can apply for CPT?**
  - Must have been enrolled full-time at a SEVP-certified school for 1 full academic year
  - Must be enrolled in a full course of study (12 units)
  - Must be studying for a major that has work listed as a degree requirement
    - 298/498 WEXP course must also be listed on education plan by a counselor
  - Must already have received an offer of employment (authorization is for a specific employer for a specific period of time)
- **When can I work?**
  - After receiving new I-20 with CPT authorization
  - After CPT start date listed on I-20
  - Before program end date / until CPT end date listed on I-20

### **CPT Application Process**



### **Obtaining a Social Security Number (required for any employment with compensation)**

1. Obtain letter from employer with job details and letter from DSO verifying status
2. Review [steps](#) and start [online application](#) for SSN
3. Complete application by visiting Social Security Office within 45 calendar days
  - a. Required documents: documents establishing age, identity, and immigration status (foreign birth certificate or passport); I-20 with work authorization; recent [I-94 arrival/departure record](#); letters from DSO and employer

Curricular Practical Training (CPT) Application		
<b>Last Name:</b>	<b>First Name:</b>	<b>Student ID Number:</b>
<b>Major:</b>	<b>Email:</b>	<b>Semester:</b> <input type="checkbox"/> Fall <input type="checkbox"/> Summer <input type="checkbox"/> Spring 20__
<b>Describe the proposed training opportunity and how it fulfills your degree requirement:</b>    		
<b>Employer:</b>		<b>Employer Address:</b>
<b>Supervisor Name:</b>	<b>Supervisor Phone Number:</b>	<b>Supervisor Email Address:</b>
<b>Start Date:</b>	<b>End Date:</b>	<b>Hours Per Week:</b>
<b>Have you been authorized for employment before?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>By submitting this application for CPT, I certify that:</b>  <input type="checkbox"/> I have been enrolled full-time at a SEVP-certified school for at least 1 full academic year <input type="checkbox"/> I am currently enrolled in a full course load (12 units) <input type="checkbox"/> I am enrolled in the relevant work experience course <input type="checkbox"/> I have met with a counselor and the work experience course is listed on my education plan <input type="checkbox"/> I understand that I cannot begin work until I have received a new I-20 with authorization from the DSO, and work must start on or after the authorized CPT start date listed on my I-20 <input type="checkbox"/> I will complete CPT before the CPT end date listed on my I-20/ my program end date <input type="checkbox"/> I understand that a separate CPT authorization is required for each employer/CPT segment <input type="checkbox"/> I have or will apply for a Social Security Number if receiving compensation		
<b>Signature:</b>		<b>Date:</b>

**Required Attachments**

- ☐ Copy of education plan showing work experience course
- ☐ Letter from employer including job title, total hours, job duties, supervisor name/job title/contact information, and Employer Identification Number (EIN)

OFFICE USE ONLY
Processed by: _____ <input type="checkbox"/> Approved: authorized in SEVIS _____ <input type="checkbox"/> Denied <input type="checkbox"/> Needs SSN Letter