

# Applying for Curricular Practical Training (CPT)

Please read the information below concerning Curricular Practical Training (CPT) to see if you are eligible.

- You must have been in lawful status as a full-time student for one full academic year.
- Training must be directly related to your major and an integral part of an established curriculum.
- Training may be part-time during the student's studies or full-time during vacations and holidays.
- Training is limited to 12 month maximum. F-1 students who engage in an aggregate of 12 months or more of full-time curricular practical training, however, become ineligible for optional practical training (OPT). The use of part-time CPT does not count towards the 12-months of full-time CPT "trigger" that eliminates eligibility for OPT. For example, 24 months of part-time CPT does not count as the equivalent of 12 months of full-time CPT, for purposes of determining eligibility for OPT...it is not counted at all.
- Example of CPT:
  - Employment offered under cooperative agreements between an employer and the university through a university cooperative education office, which is an integral part of the curriculum but not required either for a particular course or of all students, constitutes bona fide curricular practical training.

## Follow these steps to apply for CPT

***Please keep in mind that filing of the I-765 can take up to 3 months once it reaches the USCIS Service Center to be approved.***

1. Discuss CPT's integral part in your program of study with your international advisor.
2. You must have the items below to apply for OPT:
  1. \_\_\_\_ CPT Recommendation letter completed by your advisor or instructor.
  2. \_\_\_\_ Class schedule showing the course you are enrolled in with conjunction to your training.
3. The International advisor will prepare an I-20 requesting CPT.
4. Student must sign the I-20!

***I have read and understand the regulations concerning Curricular Practical Training and promise to abide by the regulations to maintain my immigration status.***

Print Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_