F-1 CURRICULAR PRACTICAL TRAINING (CPT)
GRADUATE Students

Family/Last Name:  
Given/First Name:  
Student ID Number:  
Drexel Email:  

CURRICULAR PRACTICAL TRAINING (CPT):
Curricular Practical Training (CPT) allows F-1 students to engage in employment as long as it is an integral part of their curriculum. This employment includes: cooperative education, or any other type of required internship or practicum that is offered by sponsoring employers through cooperative agreements with the school. In particular, according to the federal regulations (8 CFR, §214.2 (f)) “CPT is a type of employment authorization which permits international students with F-1 visa status to fulfill their degree program requirement. It is important to understand that CPT is ‘an integral part of an established curriculum’ (214.2).” This means that CPT is not voluntary.

PREREQUISITES:
- Practical training must be an integral part of the curriculum and must be required by the academic program.
- Student must be receiving course credit throughout the CPT period.
- CPT must fulfill a specific academic objective. If an employment opportunity is solely sought because it is beneficial, relevant, or excellent professional/personal experience it does NOT qualify for CPT.

ELIGIBILITY REQUIREMENTS:
- Student must maintain full time enrollment of course credits during CPT, which includes co-op credits.
- Student must receive the Registration Agreement form signed by the Steinbright Career Development Center prior to submitting it to the ISSS office if in a required graduate co-op (GCOP) program. If not in the GCOP program, then the student must obtain the appropriate approval from department/advisor and submit to ISSS for review.
- Student must obtain I-20 work authorization by ISSS prior to the beginning of employment.

STUDENT ACKNOWLEDGMENT (To be reviewed by the student):

☐ I understand that I must fill out the form completely and clearly with the employer’s information before submitting to ISSS.
☐ I understand that my CPT participation must fulfill a specific academic objective.
☐ I understand that my CPT start date must be consistent with the University’s official term start date and must not exceed the next term start date.
☐ I understand that when there is an early training requirement, I need a written explanation from my employer in order to have an early CPT employment start date.
☐ I understand that any CPT employment end date adjustment must be approved in writing first. Upon approval, ISSS will proceed with further adjustment.
☐ I understand that if I participate in full-time co-op for more than 364 days in the United States, I will not be eligible to apply for any OPT at current degree level.
☐ I understand that my authorization is limited to the employment as outlined in this agreement.
☐ I understand that I must update ISSS of any employment interruptions and/or changes within three business days while on CPT.
☐ I understand that ISSS may request additional information at any time during the CPT application process.
☐ I understand that ISSS requires a minimum of three business days to review and authorize my CPT request.

STUDENT’S SIGNATURE:

By signing/typing my name below I verify that I understand the above rules and regulations pertaining to my CPT authorization and I confirm that I will consult with ISSS if I am unclear about my rights and the requirements pertaining to my employment options.

Student Signature: ___________________________  Today’s Date: ___/___/____ (mm/dd/yy)

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