



**F-1 CURRICULAR PRACTICAL TRAINING (CPT)  
UNDERGRADUATE Students**

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

**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 have been enrolled for three consecutive terms prior to engaging in CPT.
- Student must maintain full time enrollment of course credits during CPT, which can include co-op credits.
- Student must receive the Registration Agreement form signed by the Steinbright Career Center prior to submitting it to the ISSS office.
- **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. This request must be approved by the Steinbright Career Development Center **prior** to ISSS granting the authorization.
- I understand that any CPT employment end date adjustment has to be approved by the Steinbright Career Development Center 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)