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CURRICULAR PRACTICAL TRAINING (CPT): *Information for Employers*

What is CPT?

Curricular Practical Training (CPT) is a work authorization granted to students in F-1 visa status. It is designed to enable students to apply knowledge and practice skills gained in their academic program and it is most often used for internships or practica. Employment may be paid or unpaid and may take place anywhere in the US. CPT is granted in accordance with US immigration law by a Designated School Official (P/DSO) who has been authorized to do so by the federal government. The employer does not have to file any application with the Department of Labor or US Citizenship and Immigration Services to employ the student.

What does the employer have to do?

The employer needs only to extend the job or internship offer as they would with any other applicant and provide an offer letter. The offer letter must be on company letterhead and include the following information: Title of the position (e.g. Marketing Intern), a description of the duties, the dates of employment, and physical (street) location of the employment. Coordinating with the student's academic advisor, the P/DSO will authorize the CPT and give the student a document called a Form I-20 indicating the authorization. The CPT authorization is found on page 3 of the I-20 document and will bear an original signature of the DSO as well as the name and location of the employer and dates of employment.

How long is the work authorization valid?

The period of validity is indicated on page 3 of the I-20.

What if I want to employ the student after his/her CPT work authorization expires?

If you wish to continue the employment after the initial period of CPT ends, you may discuss the option of extending the CPT with the student. During the Fall, Winter, and Spring Quarters, the student may be authorized for a maximum of 20 hours per week of CPT; during official break periods (Summer Break), the student may be authorized for full-time CPT employment (i.e. more than 20 hours per week). After the student graduates, he/she may be eligible for Optional Practical Training (OPT). OPT is granted directly by US Citizenship and Immigration Services and also requires no petition or application by the employer.

Can I have a legal citation from the law for more information on CPT?

Sure, take a look at 8 CFR 214.2 (f) (10) (i)

The faculty and staff of La Sierra University take pride in the quality of our students. If you have any questions or concerns regarding the employment of an international student, please do not hesitate to contact Heidi Weiss-Krumm (PDSO) at OISS@lasierra.edu or (951) 785-2237.