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

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.

Eligibility Requirements

Employment that IS NOT a required part of your degree program

In order to be eligible to apply for permission to work in an internship or as part of a directed research project that is not a required part of your program of study you must:

1. Be maintaining lawful F-1 status
2. Have been a full-time student for at least one academic year (3 quarters/9 months)
3. Have an offer of employment in your academic field of study

Part-Time

Employment for 20 hours or less per week while you is enrolled (full-time) for classes. You must be careful to limit your work to no more than 20 hours per week. Participation in part-time CPT does not affect your eligibility for optional practical training. *Full-time of 21 hours or more per week is available during Summer/Academic break.*

CPT Restrictions

1. English Language Students (ESL) are not eligible for curricular practical training.
2. If you engage in CPT during the academic year, you must maintain your full-time F-1 status.
3. CPT authorization will only be given for one quarter at a time.
4. You may not mix or combine any two or more categories of employment that exceeds 20 hours per week, unless you have full time CPT. For example, you may not work on-campus for 20 hours per week, and have part-time CPT concurrent.
5. ***You may NOT start working until you have received your SEVIS 1-20 from OISS with authorization to engage in CPT.***

Documents Required

1. Academic Adviser Recommendation for CPT
2. Letter of Employment/Internship (needs to include job title, exact dates of employment, detailed description of job duties, number of work hours per week, and employer's physical address.) The letter should be an original (no photocopies) on letterhead, and have your employer's signature.
3. Copy of I-20 with CPT

If you have any questions or concerns regarding CPT, please do not hesitate to contact the Office of International Student Services at OISS@lasierra.edu or (951) 785-2237.