

# F-1 CURRICULAR PRACTICAL TRAINING

## INSTRUCTIONS and RECOMMENDATION FORM

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### Definition

CURRICULAR PRACTICAL TRAINING (CPT) is an opportunity for international students in F-1 status to participate in professional, temporary employment/training such as an internship, co-op program, practicum or similar situation, which is undertaken prior to the completion of studies. The training must be a requirement

Training (OPT) is permitted at that degree level. Part-time CPT or less than 12 months of full time CPT will not impact the OPT period. Students participating in CPT during a fall or spring semester must be registered as a full-time student. Either failure to enroll in the specific course for which the CPT is approved, or failure to complete the employment/training during the period of authorization will result in a violation of immigration status.

### Eligibility

Students are eligible for Curricular Practical Training after they have completed two full semesters (fall and spring) in valid F-1 status (including enrolling full-time each semester and possessing a valid I-20). Time spent on an approved full-time study abroad program may be counted toward the two-semester requirement as long as the student has completed one semester in the U.S. before studying abroad.

### Authorization

CPT is authorized by The Office of Global Education (OGE). Training may not begin until the proper authorization is obtained and must end by the authorized completion date.

### Forms

The form, Curricular Practical Training Recommendation Form is printed on the reverse side of this handout. Please include, if there is, departmental forms as well in this application.

### How to Apply

1. Complete Section A of the Curricular Practical Training Recommendation Form and submit it to the Office of Global Education (OGE) at 106 Hara Hall, Room 106, Ithaca, NY 14850. Fax: (518) 485-4845. Phone: (518) 485-4841.

# F-1 CURRICULAR PRACTICAL TRAINING RECOMMENDATION FORM

(Please print or write clearly)

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## Section A: To be completed by Student \_\_\_\_\_:

Name exactly as it appears in passport:

1. \_\_\_\_\_  
Family/surname                                      Given name                                      Middle name, if applicable
2. \_\_\_\_\_      3. \_\_\_\_\_      4. \_\_\_\_\_  
Royal ID                                      E-Mail                                      Phone Number(s) and Type