

Bluegrass Community & Technical College International Student Services



F-1 Curricular Practical Training (CPT)

CPT is defined as “alternate work/study, internship (paid or unpaid), cooperative education, or any other type of required internship or practicum which is offered by sponsoring employers through cooperative agreements with the school.” ***The U.S. Department of Homeland Security regulations state that Curricular Practical Training must be directly related to the major and an integral part of an established curriculum.***

DO I QUALIFY FOR CPT? (STUDENT)

Verify that you qualify for Curricular Practical Training by reviewing the following:

- I have been lawfully enrolled on a full-time basis for at least one academic year
- I am maintaining my F-1 visa status
- I do not have an ESL requirement
- I am enrolled in a credit-bearing course associated with the practicum or internship experience
- I understand that I am not eligible to complete more than 20 hour of CPT per week

Desired Term for CPT (Semester and Year): _____

Student Signature

Date

IS MY ADVISEE ELIGIBLE FOR CPT? (ADVISOR/FACULTY)

Verify that your advisee is eligible for Curricular Practical Training by reviewing the following:

- The student has been enrolled in at least 12 hours per semester for the last academic year
- The proposed CPT experience is “directly related to the major and an integral part of an established curriculum”
- I have confirmed the student’s CPT experience with the business or employer

Faculty/Advisor Signature

Date

PLEASE INCLUDE THE FOLLOWING WITH YOUR APPLICATION FOR CPT

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Copy of Passport and Visa |
| <input type="checkbox"/> | Print your I-94 record www.cbp.gov/i94 |
| <input type="checkbox"/> | Copy of official offer letter from business or employer |

FOR OFFICE USE ONLY: _____ APPROVED _____ DENIED _____

- Updated in SEVIS, new I-20 printed Student notified Copies made for file

PDSO Signature

