



# Curricular Practical Training (CPT) Workshop

# What is Curricular Practical Training (CPT)

Curricular Practical Training (CPT) authorization permits F-1 students to take an off-campus job that is directly related to their field of study and appropriate for their educational level.

CPT is authorized while you are still pursuing your studies at CSUSM.

(Employment after graduation: OPT)

# Regulations: Who Qualifies for CPT?

You must be in good academic and immigration status.

You must be pursuing a full course of study.

Have been enrolled full-time at a college or university in the U.S. for at least one academic year

Will earn internship course credits in your academic department for the CPT experience

If an internship is not required for your degree, you will register into UNIV 495 during the semester in which you seek CPT authorization.

If CPT is required by your major, please see the internship coordinator/advisor for your specific course.

## Regulations: Limits of CPT

CPT is not available after a student completes the degree

**Part-time** CPT does NOT impact OPT.  
**Full-time** Summer CPT does not impact OPT.

Student **MUST** obtain CPT authorization on **I-20** prior to start date of any internship.

# Different “Practical Training” Options

Employment

Internship Experience

Field Experience

Practicum Participation

It may be *paid* or *unpaid*

# Part-time CPT vs. Full-time CPT?

**Part-Time:** 20 hours or less per week

- Fall and Spring semesters

**Full-Time:** More than 20 hours per week

- **Summers Only**

**Semester Limit: No More Than Two Semesters**

- Students Must Register for Internship Credit Each Term

# CPT Application Process

**1.** Connect with Career Services, Faculty & GR Departments to **search for an internship location.**

**2. Global Education: Online CPT Request Form Must Include**

- ❖ **Letter from prospective employer/internship site** stating terms of Internship as part of the form.
- ❖ **Faculty Approval Form** – complete with your faculty: include a purpose statement describing how your CPT will relate and be integral to your academic program.
- ❖ **A copy of your class schedule** showing full time enrollment or approved RCL courses. Your schedule must show the CPT approved course listed on the Faculty Approval Form.

# CPT Application Process (Cont.)

- Once these items are received: Global Education will authorize CPT in SEVIS.
- CPT authorization and employment information will be written on page 2 of the CPT I-20
- Review CPT authorization to ensure accuracy

Department of Homeland Security  
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status  
OMB NO. 1653-0038

**SEVIS ID: NOC (F-1) NAME:**

## EMPLOYMENT AUTHORIZATIONS

TYPE	FULL/PART-TIME	STATUS	START DATE	END DATE
CPT	FULL TIME	APPROVED	03 FEBRUARY 2020	01 MAY 2020

## EMPLOYER INFORMATION

TYPE	AUTHORIZATION DATES		
CPT	03 FEBRUARY 2020 - 01 MAY 2020		
EMPLOYER NAME	START DATE	END DATE	CITY & STATE
Wind River	03 FEBRUARY 2020	01 MAY 2020	alameda, CA

## CHANGE OF STATUS/CAP-GAP EXTENSION

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# Frequently Asked Questions:

Do I need to have a job to apply for CPT?



# Frequently Asked Questions:

Do I need to pay an application fee for CPT?



# Frequently Asked Questions:

Can I begin work as a volunteer before my application is approved?



# Frequently Asked Questions:

Will I receive an  
Employment Authorization  
Document (EAD)?

# Graduate Students

**Biotechnology:** **2<sup>nd</sup> Fall and Spring**

Talk with Betsy Reed or Faculty Member

**Public Health:** **Summer & Fall if not Finished with Hours**

Talk with Christina or Asher

**SMBA:** **Not All Options**

Check in with Faculty Option Lead

**CS/Math/Chemistry:** **After 2 Regular Semesters**

Usually; **UNIV495**