

CURRICULAR PRACTICAL TRAINING

Definition of Curricular Practical Training

CPT “must be an integral part of an established curriculum.” It allows a lawful F-1 student to engage in “alternate work/study, internship, cooperative education or any other type of **required** internship or practicum which is offered by sponsoring employers through cooperative agreements with the school.” A student may choose to receive wages or academic credit for this experience.

Eligibility Requirements for Curricular Practical Training

- ❑ Students must be in lawful F-1 status at the time of the application.
- ❑ Undergraduate students must complete one academic year as full-time students before they become eligible for CPT.
- ❑ Graduate students are eligible whenever it is **required** in their program of study.
- ❑ All CPT employment must be completed before graduation.
- ❑ Passport must be valid for at least six months into the future.

Application Procedure

1. Submit a job offer letter to the International Student Advisor from the proposed employer that includes the following information:
 - a. Place of employment
 - b. Location
 - c. Job description
 - d. Number of hours; and
 - e. The beginning and ending dates of employment
2. Submit CPT form from the academic advisor certifying that the “alternate work/study, internship, cooperative education” is a **required experience** of the field of study.
3. Complete form I-538, section A.
4. Submit all documents to the International Student advisor.

Important Information

- You may engage in Curricular Practical Training only **after** you have obtained permission from the office of International Students and Scholars.
- You must continue to retain your F-1 status by maintaining a full course of study.
- CPT employment must be performed for the specific employer, location and period approved on the I-20.
- You may engage in CPT part time (20 hrs or less) or full time (over 20 hrs).
- There is no cumulative maximum for CPT, however, if you complete twelve (12) months or more of full time CPT, you will **NOT** be eligible for Optional Practical Training.
- CPT will only be granted for one year at a time.

NOTE: Please remember that BCIS is constantly changing the regulations; therefore you should check with the International Student Advisor at 401-874-2019 or check our website at <http://www.uri.edu/iss>. Keep this handout with you for future reference. (REV. 12/03)