

Curricular Practical Training

Global Engagement Center, 1908 Avenue J, Box 2150, Huntsville, TX 77340

Fax: (361) 294-4620 – Email: ge@shsu.edu

Curricular Practical Training (CPT) is defined by federal regulations as “an integral part of an established curriculum” related to your program of study. This can be in the form of an internship, practicum, or in the case of graduate and doctoral students, thesis and dissertation courses taken for course credit.

Part-Time CPT (Employment for 20 hours or less per week while enrolled full-time in classes)

There is no limitation on the length of time you may participate in part-time CPT but you must enroll for a full-time course load during your CPT in order to maintain lawful F-1 status.

Full-Time CPT (Employment for more than 20 hours per week)

While engaging in full-time CPT you need not enroll for a full-time course load in order to maintain lawful F-1 status. There is no limitation upon the length of time you may participate in full-time CPT however if you participate for twelve months or more you will not be eligible for Optional Practical Training (OPT).

Eligibility

You must have been “lawfully enrolled on a full-time basis for one full academic year” to be eligible for CPT. The only exception to this rule is for those enrolled in a graduate program that requires its students to engage in training prior to the completion of one full academic year. Graduate students whose degree programs require immediate participation in CPT may apply at any time. Once the requirements for your program of study have been completed all CPT must cease. You cannot participate in CPT after completion of your studies. In addition, you must be careful not to continue employment beyond the date authorized on your I-20, unless you apply for and are granted an extension of your permission to work.

Note: CPT work permission is only granted for one semester at a time for either part-time or full-time.

You must repeat this process each semester you plan to work you plan to change from part-time to full-time or from full-time to part-time.

1. Set up an appointment with your academic advisor to discuss your internship options. Once the advisor has approved your options, set an appointment with an international advisor.

2. Set an appointment with an international advisor to review your documents and determine if the employment is in an established, you will receive a new I-20 with a new start date.

3. Please bring the following documents to the appointment:

x Current form I-2020

Curricular Practical Training Certification Form

Global Engagement Center

Email geo@shsu.edu

Student: Please complete the following information

Family Name:	Given Name(s):
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