

## F-1: Curricular Practical Training (CPT) Application

The purpose of this form is to provide a recommendation for an international student to be employed in an internship and undertake Curricular Practical Training (CPT) in her major field of study. This document is a part of the application process necessary for obtaining a work authorization from the United States Citizenship and Immigration Services (USCIS) and must be completed by the student, her supervising Faculty member, and her Class Dean.

According to the Code of Federal Regulations (8CFR.214.2 (f) (10) (ii), curricular practical training is available to F-1 students who have been lawfully enrolled on a full-time basis for at least nine consecutive months. The employment must be related to the student's major field of study and the student must be enrolled in a course for credit.

### STUDENT SECTION

Student's Name: \_\_\_\_\_ Class: \_\_\_\_\_  
(first) (nickname) (last)

Major: \_\_\_\_\_ Date of Expected Graduation: \_\_\_\_\_

Briefly describe the internship and how it relates to your proposed independent study and your major:

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Employment Begin Date: \_\_\_\_\_ Employment End Date: \_\_\_\_\_  
(mm/dd/yyyy) (mm/dd/yyyy)

Full-Time ☐ Part-time ☐

Name of Employer: \_\_\_\_\_

Complete Address of Employer: \_\_\_\_\_

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I understand that in order to be authorized for CPT, I am required to enroll in and complete a 250 or 350 independent study, and that **I will notify the International Student & Scholar Advisor when I have completed and received a grade for this course.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## FACULTY MEMBER SECTION

I agree to supervise the above mentioned student in her Independent Study course # \_\_\_\_\_ for \_\_\_\_\_ . I certify that I have read her employment offer letter and understand  
(semester/year)

that she will be employed from \_\_\_\_\_ to \_\_\_\_\_. I have also determined that this  
(mm/dd/yyyy) (mm/dd/yyyy)

employment is considered an integral part of her academic program. **I will notify the International Student & Scholar Advisor, Karen Zuffante Pabon by email when the student has completed her independent study in order to validate her employment authorization.**

By signing below, I verify that I understand the terms of the student's employment and the academic component of the independent study, and I will comply with the above.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Department: \_\_\_\_\_

Phone: \_\_\_\_\_ Date: \_\_\_\_\_

## CLASS DEAN SECTION

Authorization for employment will be based on your recommendation and confirmation that the student is enrolled full time, is registered for an independent study, and that the proposed employment is related to her major and the independent study. Please review the employer's letter carefully and discuss with the student how the employment will be related to her independent study.

The above mentioned student is currently enrolled as a full-time student at Wellesley College, is in good academic standing, and is expected to complete her studies in \_\_\_\_\_.  
(mm/yyyy)

She is applying for a period of Curricular Practical Training in \_\_\_\_\_. This  
(field of study)

training will be valuable to her in her work for the independent study course she will be enrolled in next semester. By signing below, I recommend the student for Curricular Practical Training, and I verify that the academic information above is complete and accurate.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Phone: \_\_\_\_\_ Date: \_\_\_\_\_