

APPLICATION FOR CURRICULAR PRACTICAL TRAINING (CPT)

Before completing this application, the student must read and sign the statement below:

I have read the document "Regulations on Employment for F-1 Students" and understand the definitions and conditions for CPT. I agree to abide by those regulations and the instructions of the DSO at Louisiana College.

Signature of Student

Date

Student must present the following documentation to the DSO:

- an official, written offer of appropriate employment. Make sure the letter includes the following details provided by a supervisor of the proposed employment:**

- employment start date
- employment end date
- full-time or part-time designation
- employer / company name
- employer mailing address
- brief description of job duties

- completed CPT Verification Form (see reverse or attached) from the academic advisor or supervising LC faculty member attesting that the proposed employment meets one of the definitions of CPT and providing the particular course credit information**

In addition, the student must...

- sign and keep a copy of the new I-20 after the DSO has approved the CPT in SEVIS**
- refrain from beginning work until the new I-20 is issued and start date is reached**

****FOR DSO USE ONLY****

- ___ completed employer letter
- ___ completed CPT Verification Form from advisor
- ___ this form signed by student
- ___ SEVIS authorization completed date: _____
- ___ I-20 issued and signed by DSO, student
- ___ file copies

Remarks: _____
