



CURRICULAR PRACTICAL TRAINING-CPT

1. What is curricular practical training?

Curricular practical training is employment that is an integral part of an established curriculum and that is being taken for credits. To be considered for CPT, the work must not only be related to your field of study, but an integral part of your studies. CPT is not meant to be a convenient employment opportunity nor is a device to save optional practical training months.

2. When am I eligible for Curricular Practical Training?

In order to be authorized for off-campus employment you must be in full-time F-1 student status for one full academic year (defined as two full semesters, either fall and spring or spring and fall). CPT at Philadelphia University is called Co-Op. There are certain requirements for Co-Op. You should first check with your academic advisor for eligibility.

3. Do I need a job in order to apply?

Yes, CPT is employment-specific. You must have a letter from the prospective employer stating the position, salary and employment dates.

4. Will this type of work affect my OPT?

No. CPT does not affect OPT as long as the authorized period is less than 12 months.

5. What is the maximum number of hours per week I can work?

You may work a maximum of 20 hours per week during classes. Full-time employment (more than 20 hours) is allowed during winter and summer breaks.

6. How do I apply for CPT?

You need the following in order to receive work authorization from the office of International Student Programs:

- a. Academic Advisor's Recommendation form for Curricular Practical Training
- b. Meet with Jamie Grant, Director of the Co-Op program. X 2815
- c. Copy of the job offer letter from employer
- d. Make an appointment with Hannah for the work permission through SEVIS.