

EMPLOYER CERTIFICATION FOR CURRICULAR PRACTICAL TRAINING AUTHORIZATION

I. STUDENT INFORMATION (*To be completed by student.*)

Curricular Practical Training (CPT) enables F-1 students to engage in employment as “an integral part of an established curriculum”, including: “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.”*

Integral part of an established curriculum means a training opportunity must be required by the curriculum or, if not required, the student must receive credit for the training.

Name: _____ RUID: _____

Email: _____ Phone: _____

Major/Area of Study as listed on I-20: _____ Program End Date: _____
(MM/YYYY)

***Requested CPT Start Date:** _____ **End Date:** _____
(MM/DD/YYYY) (MM/DD/YYYY)

Full Time (>20hrs/week)

Part Time (<20 hours/week)

Number of credits you will earn with this CPT: _____

Number of credits enrolled in for current semester: _____

**Your requested start and end dates must be within the semester/session start and end dates. Please see the university Academic Calendar for dates. Please consult the OIS if you have questions regarding this.*

I understand that F-1 regulations prohibit students from beginning work prior to SEVIS Authorization. My CPT authorization must begin and complete within the semester (or session) start and end dates. I understand I must stop working when this CPT authorization ends and must apply to renew my CPT before I continue my training after the end-date. Working without authorization is a serious violation of my F1 visa status and may result in the loss of my status and immediate deportation from the U.S.

Signature: _____ Date: _____
(MM/DD/YYYY)

II. EMPLOYER INFORMATION (To be completed by hiring employer.)

Curricular Practical Training (CPT) is authorized directly by the designated school official at Rutgers University. CPT authorization is noted on page 2 of the student's I-20. The endorsement will list (1) full time or part-time CPT, (2) its beginning and ending dates, (3) the employer's name and address, and comments explaining how the employment is a part of the academic program of the student.

Company name: _____ Student's job title: _____

Number of hours per week student will work: _____

Employment start date: _____ End date: _____
(MM/DD/YYYY) (MM/DD/YYYY)

Employment Location: _____
Street City State Zip

Please provide a brief description of the student's job responsibilities:

Supervisor's name: _____ Title: _____

Email: _____ Phone: _____

Signature: _____ Date: _____