



# CPT

## CURRICULAR PRACTICAL TRAINING

*Employer information about international student employment*

### Which students qualify?

F-1 students may be eligible for one or more semesters of Curricular Practical Training to work off campus while they pursue their degree. They must receive authorization from the International Student and Scholar Services Office at CSU before they can begin working. This usually takes about one week from the time the application is submitted. In order to be authorized for CPT, students must meet the following criteria:

1. They must have been enrolled full time at a college or university for an academic year.
2. Employment must be an integral part of the student's established curriculum, meaning it has a strong and measurable connection to their academic program as documented by their academic advisor.

### Guidelines

Students can only apply for CPT to take place prior to the completion of their program. Students who have previously engaged in CPT may be eligible for additional periods of authorization, but initial authorization and extensions are not automatic.

- **Part time:** 20 hours per week or less in a position that is either paid or voluntary in nature.
- **Full time:** More than 20 hours per week in a position that is either paid or voluntary in nature.
- Students may not work outside the dates of authorization, in another job, or more than 20 hours per week (if CPT is approved part time) without additional authorization.
- Students should apply at least two weeks before the desired start date.

### Additional Information

In rare cases, students may be eligible for 12 months or more of full-time CPT (such as when their program requires many internship hours or the work is contributing to thesis or dissertation research).

Students authorized for 12 or more months of full-time CPT are ineligible for Optional Practical Training (OPT) work authorization after they complete their program. Part-time CPT and/or fewer than 12 months of CPT have no impact on a student's OPT eligibility.

F-1 students who work outside of the dates listed on their I-20 are considered to be engaged in unauthorized employment and will lose their F-1 status.

## FREQUENTLY ASKED QUESTIONS

### Will it cost me a lot of money to hire an international student?

No, there is no additional cost or sponsorship required to employ an international student on an F-1 visa.

### Can I hire an international student without a Social Security number?

Yes, students can begin working and get paid prior to receiving their Social Security number, if they don't have one already.

### Is it complicated to hire an international student?

No, international students are able to fill out the I-9 with their valid legal documents (such as I-20, passport, visa, and I-94) like any other employee. Both the student and the employer should be aware of when their work authorization ends.

