F-1 STUDENT CPT EMPLOYER FORM

This form must be completed by the employer who offers a position of employment to any F-1 international student of Colorado State University applying for CPT work authorization. Please complete this entire form and return it to the student for submission to the International Student & Scholar Services Office at Colorado State University via the CPT eForm. You can learn more about CPT here.

ISSS authorization must be granted on a new Form I-20 before the student may begin CPT employment. ISSS processing times are 5-7 days from the time the student’s application for CPT is submitted.

To be completed by the employer:

Today’s Date: ____________________________

Student’s Full Name: ____________________________

Employer/Company Name: ____________________________

Physical Address of Student’s Employment Location: ____________________________

Requested Employment Start Date: __________ Requested Employment End Date: __________

Number of hours per week the student will work during the dates listed above: ____________________________

Is this position paid or unpaid (paid positions include any form of compensation): ____________________________

Student’s Position Title: ____________________________

Position Description (you may also attach a job offer letter to this form if it includes job duties): ____________________________

Name and Title of Supervisor: ____________________________

Supervisor Phone Number & Email: ____________________________

As the employer, please check the box indicating you are aware this position will be considered practical training for academic purposes and will be considered part of the student’s degree requirements. □

Signature of Company Representative: ____________________________

Printed Name and Title of Company Representative Completing this Request Form (if different from above): ____________________________

12/2/2021