



Curricular Practical Training (CPT) Application

This application is designed for international students with an F1 visa only.

Instructions:

1. Discuss internship plans with your supervising faculty, department chair and internship host.
2. Enroll in an "internship", credit-bearing course with faculty/chair approval.
3. Complete this form and submit it to ISSO. You will receive a copy once approved.
4. Payment of tuition for a valid internship course will be verified prior to approval.
5. Once approved, ISSO will notate your I-20 with "Authorized for CPT Employment".

Please print clearly

Student Name: _____ Clayton State ID# _____

Clayton State Email: _____ Student's Phone# _____

Major: _____ Year (circle one): Sophomore Junior Senior Graduate

Term for which you are applying for CPT (circle one): Fall Spring Summer Year: _____

Internship Information:

Briefly describe the nature of the internship you are planning and how it relates to your major:

Address: _____

City: _____ State: _____ Zip / Postal Code: _____

Student: *"I understand this internship is subject to F1 visa regulations and may also affect my GPA."*

Student's Signature: _____ Date: _____

Faculty: *"I am willing to supervise the student above for any/all coursework as required for the credit-bearing portion of this internship. By signing below, I recommend approval of this internship".*

Faculty / Dept. Chair Signature: _____ Date: _____

FOR ISSO USE ONLY BELOW THIS LINE

Date received: _____ Approved _____ Not Approved _____ Initials: _____
Reason