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**Career Services and Cooperative Education**

**Curricular Practical Training (CPT) Application**

Curricular Practical Training (CPT) is work authorization that allows F-1 international students to participate in paid/unpaid off-campus academic internships during their degree program. The purpose of CPT is academic, not just for employment purposes, and the internship must be considered an integral part of an established curriculum and directly related to the student's major area of study.

Students must have a specific job/internship offer to apply.

**Instructions**

Complete all sections of this form. Return to Career Services and Cooperative Education Office with the co-op/internship application and an offer of employment. All documents must be sent electronically to [techcareerservices@mail.wvu.edu](mailto:techcareerservices@mail.wvu.edu) with subject line: CPT Application.

**Student Information**

Name: Click here to enter text. Student ID: Click here to enter text.

Email Address: Click here to enter text. Phone Number: Click here to enter text.

Address: Click here to enter text. Major: Click here to enter text.

Academic Advisor: Click here to enter text. GPA: Click here to enter text.

Completed Credit Hours: Click here to enter text.

**Dates of CPT**

Start Date: Click here to enter a date. End Date: Click here to enter a date.

Number of hours per week: Click here to enter text.

Will you have an on-campus job during the semester you are applying for CPT? Yes No

If yes, please specific the job and number of hours you plan to work each week:

Click here to enter text.

**Employer Information**

Employer: Click here to enter text.

Address: Click here to enter text.

Telephone Number: Click here to enter text.

Contact Name and Title: Click here to enter text.

Contact Email Address: Click here to enter text.

I understand that total employment (on and off campus combined) may not exceed 20 hours per week while school is in session during the Fall and Spring semesters. I understand that I must maintain full-time class registration during regular semesters while on CPT.

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Student Signature Date