



### Curricular Practical Training (CPT) Agreement Form

The University of Miami student listed below intends to apply for Curricular Practical Training (CPT) Authorization to engage in paid or unpaid practical training with your company or institution.

Student Last Name: \_\_\_\_\_

Student First Name: \_\_\_\_\_

C#: \_\_\_\_\_

Requested CPT Start Date (mm/dd/yyyy): \_\_\_\_\_

Requested CPT End Date (mm/dd/yyyy): \_\_\_\_\_

#### **Information for the Employer/Practical Training Provider and Supervisor**

Per Immigration Regulation, international students in F-1 status cannot start work or paid/unpaid practical training until they have the proper authorization.

**Curricular Practical Training (CPT) is defined as an “alternative 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.” CPT must be in an F-1 student’s major area of study and considered “an integral part of an established curriculum.” “A student may begin curricular practical training only after receiving his or her Form I-20 with the DSO endorsement” [214.2(f)(10)(i)].**

It is critical that the internship be thoroughly documented as to its relationship to the student’s academic program and how the goals and objectives support this relationship. In protecting the student and the University, it must be demonstrated that the internship is not just an attempt by the student to be employed off campus and receive academic credit for the experience. If you have any questions regarding this training opportunity for the student, please do not hesitate to contact the Department of International Student & Scholar Services at [issm@miami.edu](mailto:issm@miami.edu) or 305-284-2928 for more information or clarification.

#### **Practical Training Provider Certification**

As the internship provider for the student named above, I verify the following information regarding their intended training opportunity/internship:

- The supervisor will provide any evaluation/information requested by the course instructor for evaluation of the internship for grading purposes.
- We recognize that under federal law the student’s employment during CPT is limited to the hours per week and employment dates listed on page 2 of the student’s I-20, Certificate of Eligibility for Nonimmigrant Student Status. The Form I-20 with the CPT authorization will be provided to the employer by the student prior to start of their CPT.

While participating in this internship, the student will perform the following duties/tasks:  
(list below or attach job description)

**Employer/Training Provider Information and Signature:**

Training Provider (Company/Institution): \_\_\_\_\_

Company/Institution Location\* (Address): \_\_\_\_\_

Name of Direct Supervisor: \_\_\_\_\_

Supervisor Title: \_\_\_\_\_

Supervisor Phone: \_\_\_\_\_

Supervisor Email: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

\*For remote positions, physical employer's address is required.