



Curricular Practical Training (CPT) Agreement Form

Student Information

Student Last Name: _____

Student First Name: _____

C#: _____

Requested Dates: _____

Information for the Employer/Practical Training Sponsor and Supervisor

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

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. The student must receive academic credit for the experience and must demonstrate that the internship is not just an attempt by the student to be employed off campus.

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 iss@miami.edu or 305-284-2928 for more information or clarification.

Employer/Practical Training Sponsor Certification

As the internship sponsor 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 Sponsor Information and Signature:

Training sponsor (company) name: _____

Location of practical training: _____

(Street, City, State, Zip) _____

Name of Direct Supervisor: _____

Title: _____

Supervisor Phone: _____

Email: _____

Date: _____

Signature: _____