

## F-1 Curricular Practical Training (CPT) Request Form

Submit this completed form to a DSO. A copy of the following documents are required for processing:

- Copy of your most recent I-94 printed from [www.cbp.gov/i94](http://www.cbp.gov/i94)
- Completed internship agreement form or offer letter

SEVIS ID Number (check your I-20): **N** \_\_\_\_\_

\_\_\_\_\_  
Your Name Monroe ID #

\_\_\_\_\_  
Street Address (include your apartment #) City, State & Zip Code

\_\_\_\_\_  
Preferred Email Address Preferred Phone Number

Internship Course Code: \_\_\_\_\_

Internship Start Date: \_\_\_\_\_ Internship End Date: \_\_\_\_\_

Please indicate how many hours per week you will participate in your internship:

\_\_\_\_\_ **Part-time CPT – limited** to 20 hours per week

\_\_\_\_\_ **Full-time CPT – not limited** to 20 hours per week

### STUDENT CERTIFICATION

I will maintain F-1 status during CPT. I will maintain good attendance and academic standing in all of my courses. I will participate in practical training only within the authorized period and the hours noted on my CPT I-20. If I used more than 51 weeks of full time CPT, I understand I will no longer be eligible for OPT. I am responsible for reporting any changes to my internship arrangements to *Career Services*, my academic department, and my DSO at Monroe College. I am responsible for getting the necessary signatures on this form and returning it to a DSO for final review. I have received and read the College's CPT policy.

\_\_\_\_\_  
Student Name Signature Date

