



International Student Program

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CURRICULAR PRACTICAL TRAINING (CPT) EMPLOYMENT APPLICATION CHECKLIST

Eligibility

To be considered for Curricular Practical Training (CPT) employment in the United States, your employment opportunity must be a required or **integral part of your curriculum** or program of study. CPT may be a type of internship or practicum required by your major. Current majors that have a required work experience class at Las Positas College are: Business, Early Childhood Education, Enology, Horticulture, and Viticulture. Also you must:

1. have been lawfully enrolled on a full-time basis in F-1 status for at least 1 academic year (2 semesters);
2. limit your employment to 20 hours a week for CPT done while school is in session.

Requirements

1. Enroll in a work experience or internship course at LPC
2. Provide a Designated School Official (DSO) at LPC an offer of employment letter from your employer.
3. Complete our CPT Registration Form available at:
<http://www.laspositascollege.edu/international/documents/CPTRegistrationForm.pdf>
4. Meet with a DSO and obtain a new I-20 to reflect your CPT

Important Notice

You are not allowed to begin employment until the new I-20 bearing the DSO's CPT authorization has been issued and the CPT Start Date has been reached.