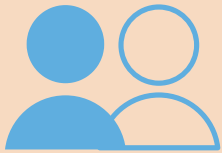


Curricular Practical Training (CPT) Request Checklist



1

Contact or meet with your departmental reviewer* to determine how you can apply for CPT



2

With your departmental reviewer*, determine the basis of CPT:

- Required by degree program
- Necessary for thesis/dissertation
- Enrollment in class that has a training requirement



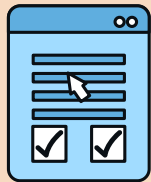
3

Obtain an employment offer letter that contains **ALL** requirements on [ISSS CPT website](#)



4

Submit the "CPT Request" e-form in [ISSS Link](#) in a timely manner. Enroll in appropriate course if it is the basis of CPT (See Step 2)



5

Wait for your departmental reviewer* to confirm your CPT request



6

Wait up to 5 business days for your ISSS advisor to review your CPT request



7

Receive your new I-20 with CPT authorization. It will be [electronically sent to you](#).



8

Start your practical training on the start date listed on page 2 of your I-20

*The name and e-mail of your departmental reviewer can be found within the "CPT Request" e-form