



Curricular Practical Training | Faculty Approval Form

The United States Citizenship and Immigration Services (USCIS) regulations permit students in F-1 status to engage in [Curricular Practical Training \(CPT\)](#) before completing a degree program. CPT authorizes the student to work outside of GVSU or on-campus for more than the regularly permitted hours per week. This work experience must be related to the student's field of study and be for credit or for a graduation requirement. The student must upload this completed document with their [CPT Request](#) form. Students cannot begin the experience until they received an updated I-20 document from our office.

To Be Completed by the Student:

First Name		G-Number	
Last Name		Email Address	
Level		Program/Major	

CPT is authorized based on the semester the student is registered for the relevant course. CPT can be authorized for one semester at a time and cannot exceed a total of 4.5 months for each authorization.

Requested Semester for CPT	
Requested Start Date for CPT	
Requested End Date for CPT	
Employer/Company Name	
Your Job Title	
How does this work relate to the class you are taking for CPT?	

To Be Completed by the Approving Faculty Member:

First Name	
Last Name	
Email Address	
Phone Number	
Department	
Student's academic standing	
Course approved for CPT (ex. CIS 490)	
Number of credits for course	
Is this an Incomplete course?	

By signing below, you confirm that you approve this experience for the above named student as it relates to the content of the above named course

Faculty's Signature		Date of Signing	
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Thank you for your support of our mutual international student! If you have any questions, please contact us at istudents@gvsu.edu.