

## Curricular Practical Training (CPT) for F-1 Students

Curricular Practical Training (CPT) is for a work experience that is “an integral part of a required curriculum.” [8CFR §214.2(f)(10)(i)]. Internships, practicums, co-ops or other work experiences for which you will receive academic credit will qualify.

### Am I eligible?

You must be in legal F-1 status for at least nine months or one academic year in order to be eligible.

### How do I find an internship?

Visit the [Career Education Office](#) (CEO) website and use Handshake to schedule an appointment.

### How much can I work while on CPT?

You may work 20 hours per week or less while school is in session, and full-time during breaks (winter, spring and summer). Please keep in mind that this includes all employment, so if you also work on campus you will need to limit your both jobs together to 20 hours. You are not limited to the length of time that you may work while on CPT, as long as you meet the requirements. However, if you accrue 12 months of full-time CPT, you will lose eligibility for OPT.

### How do I obtain permission?

You will need to complete the CEO process to apply for academic credit. Learn about the steps required for internship approval [here](#). Forward the email with the completed Internship Learning Agreement (ILA) attached to the [Office of Global Education](#). This document provides all the necessary information to submit the work authorization through SEVIS and print a new Form I-20 that reflects the employment on the back, which you will use to prove work eligibility to your employer. Students must obtain written permission for this type of employment before working.

### Social Security Number

You will need a Social Security Number in order to work in the US. Please see the handout on Obtaining a Social Security Number for additional information on this process.

### Tax Concerns

You will need to pay federal, state and local payroll taxes. F-1 students generally do not have to pay FICA or Medicare taxes for the first five years in the US. If you have these deducted from your paycheck (as noted on your pay stub), you can file Form 843 and 8316 with the Internal Revenue Service for a refund.