

Micro-Internships for F-1 Students

The concept of micro-internships, created by [Parker Dewey](#) are short-term experiences that offer students an opportunity to gain career-related work experience, gain exposure to different work settings and receive a small financial award. These experiences have the power to shift and inform academic pathways, future career choices, as well as transform perspectives and personal identity.

Selected students will complete projects hosted and supervised by Goucher alumnae/i. There is no expectation of future work for the student. While the program is funded by the Goucher Internship Fellowship (GIF), the employer of record will be Parker Dewey as they will be administering the program.

Am I eligible?

In order to receive compensation for completing a micro-internship, the international students in F-1 status must obtain employment authorization. Curricular Practical Training (CPT) is granted 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 that are a part of your education can qualify.

In order for the micro-internships to qualify for CPT, the micro-internship must:

- Be one of the 40-hour projects
- Be included on the student’s transcript
- Be related to the student’s field of study
 - You will register for an internship course in your field of study with submission of the Internship Learning Agreement (ILA)

How do I obtain permission?

As soon as you are selected for a micro-internship, you will need to request an Employer Verification Letter from Parker Dewey. Please note that you will need to request an Employer Verification Letter for each micro-internship that you accept.

Submit the Employer Verification Letter to the Office of Global Education to obtain a new Form I-20 with the necessary CPT authorization on the back, which you will use to prove work eligibility. You may not start your micro-internship until you have your Form I-20.

You may not exceed a total of 20 hours per week during the academic year, and not more than 40 hours per week over summer and winter breaks of employment authorized under CPT. You may not work beyond the dates of the work authorization.

Social Security Number

You will need a Social Security Number (SSN) in order to work in the US. If you don’t already have an SSN, 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.

Questions?

If you have questions about the Micro-internship program, please contact Julie Elliott in the Career Education Office. If you have questions about the employment authorization process, please contact Karen Sykes in the Office of Global Education.