Curricular Practical Training

Understanding the Distinctions:
What is CPT, What is Employment,
What is Volunteer / Community Service etc?
Curricular Practical Training Programs:

An F-1 student may be authorized by the DSO to participate in a curricular practical training program that is an integral part of an established curriculum. Curricular practical training is defined to be alternative work/study, internship, cooperative education, or any other type of required internship or practicum that is offered by sponsoring employers through cooperative agreements with the school. Students who have received one year or more of full time curricular practical training are ineligible for post-completion academic training. Exceptions to the one academic year requirement are provided for students enrolled in graduate studies that require immediate participation in curricular practical training. A request for authorization for curricular practical training must be made to the DSO. A student may begin curricular practical training only after receiving his or her Form I-20 with the DSO endorsement.

(Revised effective 1/1/03; 67 FR 76256 )
What Exactly is CPT?

SEVP Indicates CPT IS:

One option of practical training in the United States for eligible F-1 students during academic studies

Is integral to the students major, listed on the form I-20, and the experience must be part of your program of study

Requires a pre-existing or signed cooperative agreement or letter between the school and employer

Defined as Alternative work/study, Internship, Cooperative education, or Required practicum
What CPT is NOT

Curricular Practical Training is NOT:

- It is NOT a Job
- It is not paying to work
curricular /kəˈrikyələr/
relating to the subjects comprising a course of study in a school or college:

practical
prac·ti·cal |ˈprak-ti-kəl
actively engaged in some course of action or occupation: not theoretical or ideal

training
ˈtrāniNG/
the action of teaching a person a particular skill or type of behavior.
**SEVP Eligibility Requirements**

Requires a pre-existing or signed cooperative agreement or letter between the school and employer

Authorized by the Designated School Official, not USCIS

CPT is integral to students major and the experience must be part of your program of study

Student has been lawfully enrolled on a full time basis for at least one academic year

Student is not studying English as a second Language

Training position must be secured prior to authorization

Authorization can work either full-time or part-time

**University Eligibility Requirements**

Employment must be in the form of an internship authorized in agreement through Adelphi University.

Requires college credit and program authorization during the period of time the student is enrolled for the internship.

Student must show evidence that the internship is a requirement of their academic major and authorized as an integral part of the curriculum.

CPT authorization is required for all off-campus internships whether paid or unpaid

Requires completed and approved application
Okay, Now What?
When Can I Apply?

Must be in a degree seeking program for two full semesters (Fall and Spring)

After internship is secured, approved by the academic department, registered for credits, and application complete
How Do I Apply?

Search Available Information and Ask Questions?
- International Services Website
- International Services
- Immigration Advisors
- Talk with Academic Advisor

Process is Completed Through ECampus
- International Services Portal
What Do I Need To Apply?

- Internship Offer From Employer
- Academic Department Approval
- Credit Registration
- Application
How Long Does it Take?

International Services: One Week to Process
As long as it takes the student for everything else.
Okay, Now What?
What SKILLS (not experience) do you need to develop to be selected for internships?

- Listening
- Decision Making
- Conflict Resolution
- Leadership
- Management
- Critical Observation
- Negotiation
- Nonverbal communication
- Persuasion
- Presentation
- Public Speaking
- Reading body language
- Writing skills

Prepare Yourself!!
How to Build These Skills?

Student Engagement

Student Involvement

Participation

Contributing to the Community

Connecting with peers socially through involvement in student organizations

Develop relationships through leadership opportunities and commitment

Actively participate and engage in university co-curricular and pre-professional programs

Participate in civic engagement and service opportunities

(Pather Day of Service is coming up!)
Soft skills are the personal attributes, personality traits, inherent social cues, and communication abilities needed for success on the job.

Soft skills characterize how a person interacts in his or her relationships with others.

Soft skills are similar to emotions or insights that allow people to “read” others.

Include: attitude, communication, creative thinking, work ethic, teamwork, networking, decision making, positivity, time management, motivation, flexibility, problem solving, critical thinking, and conflict resolution.
How to Build a Professional Network?

Focus
Remember to Connect
Use Social Groups
Give before you receive
Develop relationships
Actively participate
Campus Opportunities?
Interdepartmental Initiative

Offer students opportunities to develop leadership and professional skills

https://students.adelphi.edu/catalog/lcp/

Center for Career and Professional Development
Center for Student Involvement
Office of Alumni Relations
Robert B. Wilmustad School of Business

University Opportunities
Panthers with a Purpose

Partners students with nonprofits across Long Island and New York City during the semester.

https://career-center.adelphi.edu/finding-employment/internships/panthers-with-purpose/

Jaggar Community Fellows Program

Offering competitive, paid summer internships at nonprofits to undergraduate students

https://career-center.adelphi.edu/finding-employment/internships/community-fellows-program/

Internship Preparation Seminar

A hands-on, interactive course to adequately prepare and qualify students for an internship.

https://career-center.adelphi.edu/finding-employment/internships/seminar/

International Internships

Browse more than 600,000 internship and job listings featured.

https://career-center.adelphi.edu/finding-employment/internships/goinglobal/

Center for Career and Professional Development