<table>
<thead>
<tr>
<th>Questions</th>
<th>Answers</th>
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<td>What is Curricular Practical Training?</td>
<td>Curricular practical training (CPT) 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. CPT is available to F-1 students who have been lawfully enrolled on a full-time basis for at least one academic year.</td>
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| What is the process to request CPT?                                      | 1. Determine if you are eligible to participate in CPT by meeting with the International Services office.  
2. Print the IS-130 Request for Curricular Practical Training Authorization found under “Forms and Documents” on the International Services website  
3. Complete Parts I and II of the IS-130 form (CPT start and end dates must match the dates written in the offer letter.)  
4. Print a copy of the offer letter from the hosting company.  
5. Visit the CCPD to get approved for the INT course. Bring the IS-130 form and offer letter from company. During your meeting with the CCPD advisor, we will review the expectations and requirements of INT 8010.  
6. Enroll in INT 8010 and pay required fees.  
7. Meet with your academic advisor to have the IS-130 form signed.  
8. Submit IS-130 Request for CPT Authorization to is@clemson.edu.  
9. Allow 3 business days for the review and processing of your CPT application (You will receive an email when the CPT authorization has been issued.  
The Clemson University Office of International Services has the ultimate authority to approve or not approve the CPT. |
| How long does it take to complete the CPT request process?                | The CPT process will require the input of several different people including:  
• Your employer  
• Your academic advisor  
• Center for Career and Professional Development  
• International Services  
Keeping this in mind, you’ll want to plan ahead and give yourself ample time to work through the process. The Office of International Services is the final step in the process. Once all required documentation has been submitted you can expect the review and issuance process to take 3 business days. |
| How can I find out more information and help with CPT?                   | If you have additional questions about CPT, you are invited to discuss these questions during CPT Advising at the International Services Office drop in hours offered weekly on Wednesdays from 10:30 AM and Thursdays from 2:30-4:00 PM. Advising is available during these times as a walk-in or phone-in service. |