Curricular Practical Training (CPT)
Academic Advisor Verification Form

Please Print or Write Clearly

Student's Name: _____ Tech ID: _____
First Middle Last

Major: _____ ☐ Undergraduate ☐ Graduate

Graduation/Degree Completion Date (expected):_____

Dates of Planned Internship: ____/____/_____ to ____/____/_____
(mm/dd/yr) (mm/dd/yr)

Number of Hours per Week: _____

According to the U.S. Citizenship and Immigration Services, the proposed internship must be an integral party of the established curriculum in order to be authorized ***Curricular Practical Training (CPT).*** *Please contact the Kearney International Center to authorize CPT. At least one of the following criteria must be met. Please check the appropriate item for the student's proposal.*

☐ ***Major Requirement***- The student is required to be engaged in the proposed internship by his/her degree program. This requirement is published in the Minnesota State University, Mankato catalog. **This internship cannot be used to fulfill open elective requirements.**

Number of Internship Credits: _____ **Course Number**: _____

☐ ***Optional Course Major Requirement***- The proposed internship is required by a specific course as an option of his/her degree/major requirements. The course must be listed in the MSU Course Catalog and the advisor's signature confirms that the internship course is considered an integral part of the student's program.

Number of Internship Credits: _____ **Course Number**: _____

Name of Faculty Teaching Course: _____

☐ ***Cooperative Education Requirement***- The proposed internship is facilitated through a cooperative education agreement/contract between Minnesota State University, Mankato and the proposed company; and is also an integral part of the degree program.

By signing below, I indicate that the aforementioned information is true based on my best knowledge and information.

_____ _____
(Academic Advisor/Department Chair Signature) (Internship Coordinator Signature, if applicable)

Date Signed: ____/____/_____ Date Signed: ____/____/_____

Does your department/college have an hours worked-credit hours equivalency? _____
(*For example: 75 hours of internship work=1 hour of internship credit)*
If the department has no equivalency established, the Kearney International Center will use the following standard: 80 hours of work= 1 internship credit

PLEASE NOTE: International students on F-1 (student) status are only authorized to stay in the U.S.A to complete the number of credit hours required by their degree program. International students cannot carry credit hours beyond the number required for their degree program, as published in the Minnesota State University, Mankato catalog.