



Request for Curricular Practical Training (CPT)

International Services Office

This form is used to provide the information necessary to request curricular practical training authorization for work/intern opportunities outside of LSUHSC during an F-1 Student's program. This form should be completed by the F-1 Student and submitted to the International Office 30 days prior to any anticipated employment or training opportunity.

If you have any questions about this form please contact Remy Allen at rall11@lsuhsc.edu or (504)-568-4802.

DEPARTMENT INFORMATION

Host Department

Department Faculty Member/Mentor

STUDENT AND TRAINING/EMPLOYMENT INFORMATION

Name

Anticipated Dates of Training

Begin (mm/dd/yyyy)

End (mm/dd/yyyy)

Is the proposed training required for program/degree completion ? YES* (must be listed in catalog) NO

Description of Proposed Employment

Has Student's School/Department approved of the proposed training? YES* (attach letter) NO

Will the proposed training delay completion of the Student's current program?

YES NO

Is the proposed training for course credit in the Student's current program?

YES NO

PROPOSED EMPLOYER/TRAINING INFORMATION

Name of Proposed Employer/Training (Institution, Company, etc.)

Address of Training/Employer Location

Contact Person at Proposed Employer/Training Supervisor

Address of Location Where Activity Will Be Performed

Requesting Student's Signature

Date (mm/dd/yyyy)

Student should also submit an **offer letter/contract** from the prospective Employer/Trainer which details the type of activity which will be performed, duration, subject area, and any compensation which will be provided.