



www.samuelmerritt.edu/global-health-initiative

Curricular Practical Training (CPT) Request Form

Please use the form below to submit an electronic copy of your request for CPT to GHI.

Student Information

SMU ID #:	SEVIS ID:
Last Name:	First Name:
SMU Email Address:	
Degree Program at SMU:	Expected Graduation Date:

CPT Employment Information: Confirm all information below with CPT Employer. This information should match your verification letter

Job Title:	Company Name:	Part time (20 hours week/or less) Full time (20 hours a week /or more)
Requested Start Date:		Requested End Date:
Request Type:	F1 CPT	F1 CPT within first academic year at SMU

Personal Statement F-1 visa regulations state that an F-1 student may participate in a "curricular practical training program" that is "an integral part of an established curriculum" and "directly related to the student's major area of study."

You may need to request assistance from your academic adviser to complete this section.

1. Explain how this CPT experience directly relates to your current degree program.



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The student must REVIEW AND CHECK all the following before submitting form to GHI.

My CPT start date is at least 5 business days after the day I have submitted a full and complete CPT application to GHI.

- GHI processing time may take up to two weeks. I understand that my CPT will not be expedited or backdated. Incomplete applications or those with start dates less than 5 business days in the future will cause delays or denial.

- It is my responsibility to apply in a timely manner and negotiate an appropriate start with my employer.

- CPT Start/End dates must match the dates listed on my employer verification letter.

I have a verification letter from my employer that includes all the information required per the CPT Offer Letter Requirements

I will not begin any employment until I have received my CPT I-20 and I will only work during the CPT dates listed on my CPT I-20.

- Beginning or continuing employment beyond the CPT authorization period is a serious violation of F-1 status

Student Signature

Date