

INTERNSHIP COORDINATOR CPT VERIFICATION

To be completed by student

Given Name(s): _____ Family Name(s): _____
 BYU ID Number: _____ Major: _____

Internship Coordinator Instructions

- In order for the student named above to obtain approval for Curricular Practical Training (CPT), their proposed training must meet 8 CFR 214.2(f)(10)(i) governmental regulation requirements of being
 - “an integral part of an established curriculum” and
 - “directly related to the student’s major area of study.”
- Government scrutiny of CPT continues to be increasing, and a student’s lawful status can be negatively impacted by improper employment. Please provide the following information to assist us in determining if the training experience will meet the U.S. Department of Homeland Security’s statutory requirements.

To be completed only by internship coordinator

1. The proposed internship is a graduation requirement of all students in the major. Yes No
2. Attendant Internship Credit
 - Unless you checked Yes in #1, the student must enroll in internship credit as you direct.
 - Graduating CPT participants must enroll in at least one course besides internship credit unless you checked Yes in #1.
 - Internship Course number: _____ Course Title: _____
3. CPT Company Name: _____
4. Company Address: _____
5. Explanation of how CPT is directly related to student’s major--**limited to 250 characters: (This will be entered into student's Department of Homeland Security SEVIS immigration record.)**

6. Verification: I have read the internship offer letter and verify the proposed training to
 - be **an integral part of the student’s curriculum directly related to the major** and
 - have a valid purpose in the student’s program of study other than a providing employment.

Printed Name _____ Signature _____ Date _____ Extension _____

Comments (Optional): _____

Student: To obtain CPT approval, upload this form into a Curricular Practical Training (CPT) Request E-Form found at <https://ist.byu.edu> and submit it to ISSS. Your CPT must show on a new Form I-20 to be approved.