Middlebury Institute *of*
International Studies at Monterey

Curricular Practical Training Cooperative Agreement

Curricular Practical Training (CPT) is "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" and must be "an integral part of an established curriculum." [8 CFR 214.2(f)(10)(i)] It is available to F-1 students who have completed at least one academic year.

This form, completed by the organization providing the practical training experience, is a necessary part of a student's application for CPT approval. Offer letters or other documents on the organization's official letterhead may be included as supplementary evidence, but do not replace this form.

Student's Full Name:

Student's Major:

Organization's Name:

Organization's Address:

Position Name:

Start Date (must be within semester dates)**:**

End Date (must be within semester dates)**:**

Hours per Week:

Position Is: ◯ Paid ◯ Unpaid ◯ Otherwise renumerated

Explain hybrid or remote work arrangements, if applicable:

Student's Work Address (if different from organization address):

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Supervisor's Name:

Supervisor's Title:

Supervisor's Email:

Supervisor's Phone Number:

Student's Position Description (student's role, responsibilities, and duties, particularly as they relate to their major area of study)**:**

How the Student Will Be Evaluated:

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By signing below, I certify on behalf of the organization that:

- The training opportunity is directly related to the student's major area of study, as listed on page 1.
- The student will receive adequate and appropriate training, feedback, and evaluation.
- This is not 1099 contract work.
- The position complies with all applicable labor laws.
- The student can only participate in activities, including position training, during the authorized CPT dates as shown on Form I-20.

Name:

Title:

Date:

Signature: