Preparing for Winter Career Expo

Winter 2016
<table>
<thead>
<tr>
<th>TOPIC</th>
<th>PRESENTER</th>
</tr>
</thead>
</table>
| Introduction            | Kate Zheng  
*International Center* |
| Winter Career Expo      | Geni Harclerode  
*Career Center*        |
| Immigration Information | John Prescott  
*International Center* |
| Evaluation & Closing    | Kate Zheng                   |
Employment in the U.S.

http://www.internationalcenter.umich.edu/events/studeschol_workshops.html

- Employment Authorization for F-1 and J-1 Students: An Overview
- Curricular Practical Training: Online Certificate Course
- Optional Practical Training: Information Session
- Optional Practical Training: Online Certificate Course
F-1 and J-1 Student Employment

- Both F-1 and J-1 Students
  - On-campus employment
- F-1 Students
  - Curricular Practical Training (CPT)
  - Optional Practical Training (OPT)
- J-1 Students
  - Academic Training (AT)
- Most F-1 students use CPT employment authorization to engage in an internship
Curricular Practical Training

- Curricular Practical Training (CPT) is defined as employment which is an integral part of an established curriculum.
- CPT allows F-1 students to engage in temporary employment opportunities to gain practical experience in the field of study prior to completion of studies.
- To be eligible for CPT, you must:
  - Have been enrolled on a full-time basis for one academic year (i.e. two full consecutive terms)
  - Be in lawful F-1 status at the time of applying for CPT
  - Have a job offer at the time of CPT application
  - Receive recommendation from your academic department
Curricular Practical Training

- You must be enrolled in a CPT course to integrate the employment into your curriculum. (Some graduate programs with required internships don’t require CPT course registration.)

- CPT courses are listed on the IC website.

- Be aware that adding a CPT course may impact your tuition and fees.

- Your academic department has discretion in recommending CPT.

- All international students must enroll full time during Fall/Winter semesters.
Steps to Apply for CPT

1. Find an internship related to your studies; obtain job offer letter
2. Consult with academic advisor for recommendation and course approval, register for CPT course/class
3. Take the online CPT certificate training course
4. Gather necessary materials and prepare CPT request forms
5. Submit CPT request to IC
6. Receive CPT authorization, in the form of a new I-20, from the IC. Processing takes 1 to 2 weeks.
Definition: OPT is defined as temporary employment directly related to the student’s field of study. The OPT period is a cumulative maximum of 12 months per degree level. While you are on OPT, you are still in F-1 status.

General eligibility requirements for OPT: Students who are in legal F-1 immigration status and have been full-time students for at least one academic year may be eligible to apply for OPT.
Post-Completion OPT Application Procedure

1. Take the OPT online certification course (IC website).
2. Meet with your academic advisor and get a letter, on department letterhead, indicating your degree program and the date you are expected to complete all academic requirements for graduation.
3. Submit an OPT I-20 request to the IC, including all required docs.
4. IC generates an OPT endorsed I-20 for you. (1-2 weeks)
5. Submit OPT application to USCIS within 30 days of when new OPT endorsed I-20 was created.
6. Wait approximately 2-3 months for USCIS adjudication.
7. If/when you receive your Employment Authorization Document (EAD) from USCIS, and the effective date of your EAD has been reached, you may begin work.
Post-Completion OPT Timeline

- Apply for OPT during your final semester of enrollment (or during grace period).
- The requested start date of your OPT must be within 60 days after your I-20 end date.
- It takes 2-3 months for USCIS to adjudicate.
- You may not be unemployed for more than 90 days during Post-Completion OPT authorization period.
- Send IC copy of EAD card, report OPT employment.
- If eligible and interested, apply for 17-Month STEM OPT Extension during final 4 months of Post-Completion OPT.
Academic Training for J-1 Students

- Academic training is work, training, or experience related to a student's field of study.
- You must have a job offer in the field of your study and obtained a written recommendation for academic training from your academic advisor in order to apply for academic training with the IC.
- Read complete instructions on the IC website
Steps to Apply for AT

1. Find an internship related to your studies; obtain job offer letter
2. Consult with academic advisor for letter of recommendation (sample letter on IC website)
3. Gather necessary materials and prepare AT request forms
4. Meet with an ISSA at the IC to request AT
5. Receive AT authorization, in the form of a letter and DS-2019, from the IC. Processing takes 1 to 2 weeks.
Please complete your evaluation.

Thank you!