Work Authorization for International Students

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International Center
## J-1 Employment Before & After Graduation

### Academic Training

<table>
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<tr>
<th>Definition</th>
<th>Work, training, or experience related to a student’s field of study</th>
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<tr>
<td>Timing</td>
<td>Before or after completion of studies</td>
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</table>
| Length                      | • May not exceed the amount of time spent in the full course of study  
                              | • Usual length is 18 months cumulative                          
                              | • May have extra 18 months if complete PhD                     |
| Application Process         | • See International Center website                           
                              | • Final authorization is issued in International Center        |
| Cost                        | None                                                          |
CPT Overview

Curricular Practical Training (CPT) authorization allows F-1 international students to gain training/internship experience (paid or unpaid) in their major field of study.

• CPT authorization must be obtained BEFORE beginning training; it cannot be back-dated. CPT authorization is granted on a semester-by-semester basis.

• CPT may not delay completion of studies

• 12 months or more of full-time CPT (more than 20 hrs/week) at the same degree level will eliminate your eligibility for OPT (Optional Practical Training).

• CPT can only be used prior to completing the degree
Eligibility for CPT

To be eligible for CPT, you must:

• Be in lawful F-1 status

• Have been lawfully enrolled on a full-time basis for one academic year (i.e. two consecutive semesters) unless your academic program requires immediate participation for all students

• Have a job offer related to your major

• Participate in training that is an integral part of an established curriculum
CPT Application Process

1. Take online CPT course on International Center [website](#) and print CPT Online Workshop Completion e-mail

2. Find training/employment opportunity related to major and get detailed offer letter

3. Obtain a completed [Academic/Faculty Advisor Recommendation Form for CPT](#)

4. Gather remaining documentation listed on [CPT Authorization Request Form](#) and register for CPT course, if necessary

5. Meet with IC Advisor to request CPT authorization → issued in our office (1 – 2 week processing time)
Maintenance of Status

• Must be registered in a “full course of study”
  • 12 credits for Undergraduate Students
  • 8 credits for Graduate Students
  • 6 credits for Grad Students with GSI/GSRA

• Must report physical address within 10 days of any change on Wolverine Access

• NO unauthorized employment

• Maintain on-campus presence
Employment Eligibility ?s

“Are you legally eligible to work in the U.S.?"

• We recommend you answer "yes" if you have authorization, are eligible to apply, or have an application pending.

• Expect to be asked for more detail in an interview.

• Clarify the status of your employment authorization, e.g.
  
  • I can apply for the CPT authorization from my school once I have a job offer; I can provide my authorization ~2½ weeks later.

For assistance, contact an International Student/Scholar Advisor at icenter@umich.edu
Employment Eligibility ?s

“Will you now or in the future require visa sponsorship?”

- If you have the intention of working for this company beyond the expiration of your F-1/J-1 student status, you should answer “yes.”

- Even if you don’t intend to work for the company long-term, be aware the employer may have a different perspective. For example, an employer that hires summer interns may have an intention of extending full-time job offers to qualified candidates after graduation. Employers may expect you to answer “yes” because you would eventually require visa sponsorship if you were to continue employment beyond the expiration of your F-1/J-1 status.
For More Information

Visit our website at:

https://internationalcenter.umich.edu/students/f1-students/cpt

Consult an International Student and Scholar Advisor (ISSA) at the International Center with questions

- icenter@umich.edu

- Walk-in advising hours Monday – Friday between 1 – 4pm, check website
  515 E Jefferson St
  Ann Arbor, MI 48105

- North Campus advising, Room 129, Chrysler Center on Tuesdays and Thursdays by appointment only