

Supervising Department Chair Recommendation for CPT

Curricular Practical Training (CPT) employment, which is an integral part of an established curriculum, is available to F-1 students who have been lawfully enrolled on a full-time basis for at least two consecutive terms. To be considered CPT, the work must not only be related to the major field of study, but also be an integral part of the curriculum. CPT is not meant to be a convenient employment opportunity for international students. **CPT must have a valid purpose in the student's program of study.**

There are two types of Curricular Practical Training:

- Required part of program (the program requires employment in the field of study to graduate) or
- Non-required part of program (training opportunity which is "credit bearing" and an integral part of the academic program).

Please note that for "credit bearing" CPT, students must be enrolled during the semester that they are engaged in CPT. Very few programs at Lehman College require employment in the field of study to graduate, but the non-required CPT may be an excellent way to meet the student's need for practical experience.

TO BE COMPLETED BY SUPERVISING DEPARTMENT CHAIR – NOT THE STUDENT

Student Name: _____

I.D. Number: _____ Major: _____

Anticipated Program Completion Date: _____ Number of Credits for the Employment: _____

Course Designation (#) for CPT: _____ Degree: _____

CPT is not meant to be a convenient employment opportunity. It must have a valid purpose in the student's program of study.

Signature of Supervising Department Chair

Typed/Printed Name of Supervising Department Chair

Campus Telephone #

Department