

Department of Industrial and Systems Engineering

Policy on Curriculum Practical Training

Effective August 16, 2003

Curricular Practical Training (CPT) is a provision for international students (undergraduate or graduate) on F1 visas. This allows students to work while attending school where the work experience is integral to their academic studies and where they receive academic credit for the work experience.

The ISE Department does not have mandatory internships or practicums so our involvement with CPT is not as clear as with some other degree programs. After reviewing the official materials on CPT (see links below), the faculty has devised the following policy for our ISE students:

- a. A student who meets CPT requirements (F1 visa, prior full time enrollment for at least one academic year) may request a CPT term through his or her advisor. The proposed employment opportunity must relate to the student's academic program and may not be taken for the primary reason of facilitating employment after graduation. The student must initiate the request for CPT well in advance of the proposed CPT term – a minimum of four weeks is needed to process the materials through the department and the university international office.
- b. If approved by the advisor, the advisor shall recommend that CPT be granted to the Department Chair. The student must register for 3 hours of Special Projects at the appropriate level (UG or graduate) during the CPT term. The hours may be graded or S/U, at the discretion of the advisor.
- c. The student must complete a written report on his / her CPT employment experience relative to his / her academic studies.
- d. In no case will more than one CPT experience (one term) per degree per student be granted.

Students, please note that a CPT experience may negatively affect your employment opportunities with that company or business upon graduation. Consult with the International Student Office for advice on this aspect of CPT.

University Links with the official information on CPT:

http://web6.duc.auburn.edu/academic/other/international_education/office/forms/Cpt.pdf
(official form and instructions)

http://www.auburn.edu/academic/other/international_education/orientation/auhandbook/2002-2003/chpt2.doc

(international student handbook – consult section 2.4.1.3)