



# Marietta College CPT Application

Contact us: [edabroad@marietta.edu](mailto:edabroad@marietta.edu)

Visit us in Thomas Hall 214

**International Students must complete the CPT form, in addition to the Internship Form for Marietta College, if an internship is in the U.S., is required as a graduation requirement, or if you have an active internship/job offer.**

As an F-1 student, you may engage in CPT if you meet the following requirements:

1. You have been lawfully enrolled in school full-time for at least nine consecutive months.
2. Your proposed employment is **related to your major** field of study.
3. Your academic program requires employment OR you will earn college credit from your employment

**YOU CAN ONLY INTERN IN THE U.S. FOR COMPANIES RELATED TO YOUR CURRENT MAJOR OR MINOR.** For example: you study Media at MC but have a degree in Accounting in your home country. You can only have an internship within Media IF your internship is in the U.S.

LAST NAME: \_\_\_\_\_ First Name: \_\_\_\_\_

Email: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Primary Major: \_\_\_\_\_ Secondary Major: \_\_\_\_\_

Minor: \_\_\_\_\_ Secondary Minor/Certificate: \_\_\_\_\_

Requested CPT start date (month/day/year): \_\_\_\_\_ Requested end date: \_\_\_\_\_

1. How many hours per week will you work?  Part-time (less than 20 hours)  Full-time (more than 20 hours)
2. Are you taking this internship for credit? Yes  No
3. Have you registered for the credit and completed the Internship Form at the Records Office? Yes  No
4. Name of employer (company name) \_\_\_\_\_
5. Location of job (street address): \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
Zip code \_\_\_\_\_
6. Supervisor Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Telephone number: \_\_\_\_\_

**NOTE:** IF THE INTERNSHIP IS WITHIN THE U.S. AND NOT REQUIRED FOR YOUR MAJOR, THEN YOU ARE REQUIRED TO REGISTER FOR A MINIMUM OF ONE CREDIT HOUR IN THE SUMMER, FALL OR SPRING SESSION (the same session as the internship) IN ORDER TO COMPLY WITH U.S. IMMIGRATION. If this internship is paid, or you receive compensation like housing, travel expenses etc. then you must have it added to your I-20 as CPT. You will need to CHANGE your I-20—and complete a I-20 Change Request Form in the OEA office.

**\*IF THIS IS A PAID INTERNSHIP, YOU ARE REQUIRED TO APPLY FOR A SOCIAL SECURITY CARD. BRING YOUR LETTER OF EMPLOYMENT OFFERING TO THE OFFICE OF EDUCATION ABROAD in Thomas 214 FOR A SOCIAL SECURITY APPLICATION.\***

Printed name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_