



LAWRENCE UNIVERSITY  
APPLETON, WISCONSIN

### Student Eligibility for CPT Verification Form

1. CPT is only for the purpose of participating in **legitimate internships** in a student's area of study. It is **not a means of gaining employment** eligibility.
2. Students must **complete one academic year, register with Career Services** and be registered to **receive credit** for the internship before being eligible to receive CPT authorization from the ISS.
3. Students who have maintained full-time enrollment as required by federal immigration regulations (15 units per term) but who have **completed all term units required** for the degree are **NOT eligible for CPT**.
4. It is not acceptable for students in advanced stages of a degree to **delay making progress** by not registering full-time without prior permission from the ISS. If a student is eligible to take a full-time load as defined in #3 above, the student **MUST** do so or risks violating U.S. immigration policy. The only exceptions for students to be enrolled less than full-time are those exceptions that appear on the ISS "**Reduced Course Load Authorization for F-1 and J-1 Students.**"
5. If any information is **misrepresented** on this form, ISS will not be held responsible and any resulting violations of immigration regulations will be solely the student's responsibility. Some potential results of a violation can include ineligibility for benefits of F-1 status including Optional Practical Training, having to apply to the Bureau of Citizenship and Immigration Services for reinstatement to F-1 status, denial of future requests to change to another non-immigrant status, or possible deportation proceedings by the Bureau of Immigration and Citizenship Enforcement branch of the Department of Homeland Security.

#### To Be Completed By Student:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Major: \_\_\_\_\_ Degree: \_\_\_\_\_ (B.A., B.Mus.)

When do you expect to graduate? \_\_\_\_\_ Email: \_\_\_\_\_

List any previous authorizations for CPT (start/end date and number of hours/week): \_\_\_\_\_

*I have read items 1-5 above. I certify that the information presented by me in this application is complete and correct to the best of my knowledge. I understand that it is my responsibility to register for credit for the internship. I am aware that once I have completed all term units required for my degree, I am no longer eligible for CPT, and I attest that I have not/will not take any actions to delay my graduation or delay completion of my required term units without appropriate authorization. I understand that if I request part-time CPT during the fall, winter, or spring terms (20 hours/week or less) I must register for a full-time course load. I understand if I request full-time CPT during the fall, winter or spring terms (more than 20 hours/week), I attest that the full-time employment will not impede or delay the progress of my academic program.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_