

## CPT Advisor Authorization Form

**PART I: STUDENT INFORMATION (to be completed by the student)**

Student's Name:	Student ID#:
Major (s):	
Phone Number:	E-mail Address:
<p>I understand that I am only eligible for CPT if:</p> <p><input type="checkbox"/> I have been lawfully enrolled in the U.S. on a full-time basis for at least one academic year.</p> <p><input type="checkbox"/> I am in legal F-1 status at the time of this application.</p> <p><input type="checkbox"/> I have a job offer and am attaching a copy of the letter as proof (not necessary if part of a course).</p> <p>Student's Signature: _____ Date: _____</p>	

**PART II: INTERNSHIP INFORMATION (to be completed by the student's professor/academic advisor)**

Nature of Internship: (Please check those that apply)	<input type="checkbox"/> Required by program	<input type="checkbox"/> Recommended, not required by program	<input type="checkbox"/> For Credit	<input type="checkbox"/> Not for Credit
Payment: (Please check one)	<input type="checkbox"/> Paid		<input type="checkbox"/> Unpaid	
Internship Course Number:	Number of Credits:	Semester of Internship:		
Faculty/Instructor:				
Internship Site Name:	Address of Internship Site:			
Dates of Internship:				
Total Number of Hours to work : (    ) hours per week X (    ) weeks = (    ) TOTAL HOURS				

**I certify that the above named student will be making normal progress toward completing his/her degree while pursuing practical training. This experience will enable the student to complete the requirements for the above named course and gain practical application of the principles learned therein.**

 \_\_\_\_\_  
Signature, Academic Advisor

 \_\_\_\_\_  
Name, Academic Advisor (Please Print)

 \_\_\_\_\_  
Date

**Please return completed forms to:**

Jessa Karki, Assistant Director, International Student Services  
 Champlain College, Office of International Education  
 163 South Willard St, PO Box 670, Burlington, VT 05402-0670  
 Tel. 802-865-6485, E-mail: [jkarki@champlain.edu](mailto:jkarki@champlain.edu)