CURRICULAR PRACTICAL TRAINING
APPROVAL LETTER REQUEST FORM
(International Student)
Graduate Computer Science
Department of Computer Science

Student Information

Date: ___________________________  CPT Semester: __________________________

Name: ___________________________  Student ID# ____________________________

Address: ____________________________
(Street)  (City/State)  (Zip Code)

Phone Number: ___________________________  E-mail: ____________________________

Company Information

Company Name: ____________________________

Address: ____________________________
(Street)  (City/State)  (Zip Code)

Contact Name: ___________________________  Title: ____________________________

Requirements

In order for a CPT approval letter to be issued, the following information is required:

1. This CPT Approval Letter Request Form must be filled out entirely.

2. You must register for CSC-6005 (three credits) for each semester of the CPT placement, including the summer semester.

3. Verification of the Offer: You must submit the original copy of the job offer letter from your employer on their official letterhead.

4. A copy of the approval letter will be sent to the company indicated above and Meryl Halpern, Director of the Center for International Programs.

For further information, please refer to the Center for International Students website: http://www.sju.edu/cip/international_students/