

**CURRICULAR PRACTICAL TRAINING
APPROVAL LETTER REQUEST FORM**
(International Student)
Graduate Computer Science
Mathematics and Computer Science Department

Student Information

Date: _____

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 (one credit) 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/