

COOPERATIVE AGREEMENT FOR CURRICULAR PRACTICAL TRAINING (CPT)

Curricular Practical Training (CPT) is an off-campus practical training authorization benefit available to eligible F-1 students when practical training is an integral part of their UCLA established academic curriculum. CPT provides F-1 students with an off-campus hands-on practical experience that is directly related to their field of study at UCLA. CPT authorization must be approved and listed on the student's UCLA I-20 form before the practical training begins. This form must be completed by the student, the CPT employer, and the UCLA academic department and submitted by the student as part of the CPT authorization request to the Dashew Center.

STUDENT SECTION

Student Last and First Name: _____
UCLA UID Number: _____
Degree Type: _____
Major/Field of Study: _____
Academic Department: _____

Requested Dates

CPT Start Date: _____
CPT End Date: _____
Student Signature: _____ Date: _____

CPT EMPLOYER AND UCLA ACADEMIC DEPARTMENT SECTION

The student listed above has requested permission to gain field experience. Please note that failure to fully complete this form will prevent the student from receiving CPT authorization and engaging in their internship/practical training experience.

The student's internship/practical training with the organization is contingent upon the following:

- The position must be an integral part of the student's established academic curriculum at UCLA.
- The position must take place at the designated location as indicated on their CPT authorization.
- The student's practical training duration must closely align with each academic term at UCLA. The student cannot start employment sooner or end later than the CPT approved dates.
- If the student is approved for part-time CPT, the student cannot engage in more than 20 hours or practical training per week.

CPT EMPLOYER AND UCLA ACADEMIC DEPARTMENT ACKNOWLEDGEMENT

I acknowledge that the information provided is accurate and that practical training may not begin until CPT authorization is granted by UCLA and reflected on the student's Form I-20. The signed agreement signifies that this practical training authorization is directly related to the student's major field of study. This form serves as an agreement between the CPT employer, the UCLA student, and the UCLA academic department. It requires you to adhere to the eligibility and regulations associated with this practical training benefit and assume all workplace liability.

CPT Employer:

Supervisor/Company Contact Name: _____
Title: _____
Email: _____ Phone: _____
Signature: _____ Date: _____

UCLA Academic Department:

Department Contact Name: _____
Title: _____
Email: _____ Phone: _____
Signature: _____ Date: _____

DASHEW CENTER CONTACT INFORMATION

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Phone: 310-825-1681

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