Roger Williams University

International Student and Scholar Services
One Old Ferry Road, Bristol RI, 02809, USA
international@rwu.edu +1 (401) 254-3400

Curricular Practical Training (CPT) Application

In order to work off-campus in an internship/externship capacity, you must be authorized for practical training in the School and Exchange Visitor Information System (SEVIS). Curricular Practical Training (CPT) is one type of practical training authorization that must be directly connected to your curriculum.

Student and Employer Information

Student Full Name_____

RWU Email Address:_____Phone Number: _____

Student Date of Birth (mm/dd/yyyy): _____

Employment Information

Position Title (i.e. intern, law clerk):_____

Company/Employer:_____

Street Address:_____

City, State, and Zip Code:_____

Supervisor Name:_____

Supervisor Email Address:_____Supervisor Phone Number: _____

Start Date (mm/dd/yyyy):_____End Date(mm/dd/yyyy):_____

Number of Hours per Week (check one): ☐ Part time: Less than 20 hours per week (no more than 20 hours)
☐ Full time: Over 20 hours per week

Academic Information

Check All that Apply

☐ This training is required to complete the degree.

☐ This training is for academic credit that is directly related to their course of study.

Course Title:_____

Course Number:_____Number of Credits:_____

Dean/Associate Dean or Registrar Approval

Printed Name:_____

Signature:_____Date:_____

Student Certification

I understand that I am only permitted to work as detailed above. If anything changes with regard to this employment/training opportunity I will contact the dean, associate dean, or registrar (whoever approved this document, above) and the Designated School Official in the ISSS Office.

Signature:_____Date:_____