

Recommendation for Curricular Practical Training

- ACADEMIC ADVISOR FORM -

TO: Academic Advisor

This student has requested permission to participate in curricular practical training (CPT) as defined by the United States Immigration and Naturalization Service. To process this request, please complete the following form and explain how is this work an integral part of the student's program of study. Thank you.

This letter is to recommend that _____, be granted permission to engage in full-time/part-time (circle one) curricular practical training, from ___/___/_____ to ___/___/_____. (mm/dd/year). The student will work at the following location:

Employer's Name and full mailing address:

Position/Title: _____ Supervisor: _____

Salary (if any): _____

- The student is presently a full-time student at USC Aiken working toward a _____ degree, in the Department of _____.
- S/he will receive the degree on ___/___/_____ (mm/dd/year)
- If the student will receive class credit for this work experience, please indicate the course name and number _____ and number of credit hours ____.
- If the student will not receive class credit for this work experience, please explain how is this work an integral part of the student's program of study. _____

Your signature confirms that this student has a good academic and theoretical background, but needs curricular practical training to enhance his/her studies in the United States, and that this employment is an **integral part of an established curriculum.**

Academic Advisor Name (please print)

Signature

** Please note that the Department Head or the Dean can sign this form in case the Academic Advisor is not available.*

E-mail address

Date