

The Citizenship & Immigration Services defines "Curricular Practical Training" as employment which is an integral part of a student's curriculum.

There are two categories of Curricular Practical Training:

- The first one is a training that is required for the curriculum –such as an internship class
- The second category is a course which is not a core degree requirement but also requires off-campus employment as part of the course curriculum

**Please attach job description to this application**

**Student Name:** \_\_\_\_\_ **NDNU ID #** \_\_\_\_\_ **Major:** \_\_\_\_\_

**Name of Business:** \_\_\_\_\_

**Address of Business:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Supervisor Phone #:** \_\_\_\_\_

**Job title:** \_\_\_\_\_

**How is this opportunity related to your major?**

\_\_\_\_\_  
\_\_\_\_\_

### NUMBER OF HOURS PER WEEK

\_\_\_ Part-time (20 hours per week or less) \_\_\_ Full-time (more that 20 hours per week)

**BEGINNING DATE:** \_\_\_\_\_ **ENDING DATE:** \_\_\_\_\_  
(mm/dd/yy) (mm/dd/yy)

\*\*\*\*\*  
I have reviewed the above named student's offer of employment and have determined that it meets the guidelines for curricular practical training as follows:

The proposed employment fulfills the following degree requirement:

\_\_\_\_\_

The proposed employment is not a degree requirement. Student will register for

\_\_\_ units of \_\_\_\_\_ under the supervision of \_\_\_\_\_

Signature of Advisor

Print Name of Advisor

Date

**To the student:** To be considered for employment authorization you must have this form filled out and returned to the International Student Office.