



# International Student Services

## Curricular Practical Training (CPT) Site Approval Form

**Part 1. To Be Completed by the Student: Please Type or Print Clearly**

Student Name: \_\_\_\_\_

Century Student ID: \_\_\_\_\_

**Part 2. To Be Completed by the Practical Training/Internship Site: Please Type or Print Clearly**

Name of Site/Employer: \_\_\_\_\_

Address of Site/Employer: \_\_\_\_\_

Dates of Practical Training/Internship: \_\_\_\_\_ to \_\_\_\_\_  
mm/dd/yyyy mm/dd/yyyy

Hours per week the student will participate in internship/training at your site:  1-20 (part-time)  21+ (full-time)

Student's Position Title: \_\_\_\_\_

Job Responsibilities: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is this a paid position?  Yes\*  No

*\*If yes, please attach the offer letter.*

*By signing below, I indicate that the above information is true based on my best knowledge and information.*

\_\_\_\_\_  
Practical Training Site Supervisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Name (please print)

\_\_\_\_\_  
Phone

Students must submit completed forms to International Student Services **at least 10 business days before the requested practical training start date.** Contact International Student Services with any questions.

International Student Services [international@century.edu](mailto:international@century.edu) 651-779-3344

*Century College is a member of Minnesota State. We are an affirmative action, equal opportunity employer and educator. This document can be available in alternative formats to individuals with disabilities by calling 651.773.1745 or emailing [access.center@century.edu](mailto:access.center@century.edu).*

Updated 01/21/2022