

LEARNING CONTRACT

Academic Adviser Recommendation for Curricular Practical Training Granted to F-1 International Students at Gettysburg College

Curricular Practical Training (CPT) is available to F-1 students who have been lawfully enrolled on a full-time basis for at least one academic year. CPT is not meant to be a convenient employment opportunity. CPT must have a valid purpose in the student's program of study. The student's employment must be an integral part of an established curriculum in the student's course of study. The internship/work experience must be coordinated through the Center for Career Development and approved by a faculty member. The work experience must be completed for academic credit in the student's major or it must be required for the student's degree.

Please print or type

Student Name: _____
Campus Box : _____ Campus Phone: _____
Major : _____ College ID# _____
Address during internship: _____
City: _____ State: _____ Zip: _____
E-mail address: _____
Agency: _____
Address: _____
City: _____ State: _____ Zip: _____
Telephone: _____ Fax: _____
Agency Supervisor and Title: _____
Supervisor Email: _____

Brief Description of Responsibilities:

Dates of Employment: _____ Number of hours per week: _____

Internship Pre-requisites:

Have you attended an information session on criteria for participation in curricular practical training? Date of session: _____
Is your immunization record on file in the Health Center? _____ Yes _____ No
Do you need proof of liability insurance? _____ Yes _____ No

(Health field internships only):

Have you attended blood borne pathogen training? _____ Yes _____ No

Internship Goals:

Academic Department's Expectations and Readings:

Supervisor's Expectations:

May use attachments if additional space is required.

Department granting credit: _____ Course Number: _____

Signatures:

Faculty Sponsor: _____	Date: _____
International Student Advisor: _____	Date: _____
By signing this you are certifying that this internship for Curricular Practical Training is an important part of the student's academic studies.	

Site Supervisor: _____ Date: _____

Student: _____ Date: _____

**Please return this form to: Center for Career Development, Box 425, Gettysburg College,
Gettysburg, PA 17325 (717) 337-6616 office (717) 337-6538 fax**

A copy of this completed form will be sent to the International Student Advisor.

