

# How to Apply for CPT

Visit the [International Services Office website](#) for complete details.

## Find an Internship

Once you receive a job offer from an employer you can apply for CPT. Search on [Handshake](#) or work with the SEAS Career Center to find positions.

STEP  
01



Schedule a meeting with your ISO Advisor if you have questions about your eligibility.



STEP  
02

## Submit Application to ISO Gateway

Upload the required documents to the [ISO Gateway](#). Carefully review the requirements for each document.

## ISO Reviews & Approves

The International Services Office approves CPT for all GW students. Please allow adequate time to process your application.

STEP  
03



Required CPT documents:

- Proposal letter
- Offer letter
- Academic advisor letter
- Proof of Enrollment (Praxis)
- Copy of I-94

Communicate with the employer if you are waiting for CPT approval. Many are willing to adjust your start date.



STEP  
04

## Begin the Internship

You must receive approval before you can start working. It is a violation of the F-1 visa to begin work without it.