



PLEASE START HERE

The student should read the NOTE section below and then complete Step 1 who should complete Steps 2 and 3

_____ *the academic advisor,*

NOTE: CPT is authorized for required academic training only (such as a required internship, practicum, or clinical). The training can be paid, but CPT

. In addition, students in CPT must be registered for full-time study when the CPT occurs in fall and/or spring semesters. Classes tied to CPT must be listed in Step 2 below for each semester, including summer, that CPT occurs.

DEGREE LEVEL: Bachelor's Master's

I confirm that I have read and understood the NOTE section above and that the information provided in the designated spaces above is accurate.

STUDENT SIGNATURE _____ DATE _____

STEP 2 (ACADEMIC ADVISOR)

_____ TERM AND YEAR

STEP 3 (ADVISOR)

CPT Site Letter:

For CPT to be approved for the student named in Step 1, a letter from the CPT off-campus site identified in Step 2 must be sent to iss@andrews.edu.