



## Curricular Practical Training Authorization Approval Form

Curricular Practical Training (CPT) is work authorization for off-campus employment in the student's field of study which is a required part of the curriculum. Training that is not required may meet CPT requirements if you receive academic credit for the employment experience and if it is an integral part of your studies. In other words, you must earn credit for your involvement by taking an independent study course based on the internship the following Fall semester.

The following form must be completed and signed by your faculty track directory in order to be authorized for CPT. Please submit the following with this form: 1) employment offer letter, 2) faculty sponsor letter, 3) Independent Study Form with complete syllabus.

**STUDENT:** Complete the section below, sign, and submit to your faculty track director.

Name:

Concentration Track:

### PROPOSED TRAINING

Name of Company:

Address of Company (including zip code):

Job Title:

Number of Hours/Week:

Internship Start Date:

End Date:

### DESCRIPTION (300-500 words)

In the expanding box below, describe **in detail** how the training is integral (of vital importance) to your concentration. Include:

- 1) the goals and objectives of the training program
- 2) a description of the training program
- 3) how **exactly** the training relates to the field of International and Public Affairs
- 4) why, **specifically**, the training is a critical part of your track of study in the concentration.

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Student Signature/Date

**ACADEMIC ADVISOR'S ENDORSEMENT (to be completed by the IAPA faculty track director)**

This is to certify that \_\_\_\_\_ is an undergraduate concentrator in the International and Public Affairs (IAPA) concentration at Brown University.

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:

Student Progress Verification

- The student is on good academic standing.
- The requested CPT will not affect the student's ability to complete his/her course of study as intended.

Unit Enrollment Verification

- The proposed employment is not a degree requirement. Student will register for an IAPA Independent Study Course (IAPA 1818A) based on the internship experience in the \_\_\_\_\_ semester of the year \_\_\_\_\_ under the supervision of \_\_\_\_\_.
- The course fulfills the IAPA standard for academic quality and the CPT's requirement of relevance to the IR discipline.

Guidelines Not Met

- The proposed training is rejected.  
Comment:

\_\_\_\_\_ Date \_\_\_\_\_  
IAPA Faculty Track Director