

CURRICULAR PRACTICAL TRAINING CHECKLIST

When you are ready to submit your CPT application packet, schedule an appointment with International Student Services:

- Email international@tmcc.edu or call 775-337-5605

Bring the following documents to your appointment in RDMT 319:

- Completed CPT Request Form with signatures from International Academic Advisor and Career Center Internship Coordinator
- Official Job Offer Letter
- Proof of Registration for Internship Credit (selected with the International Academic Advisor)
- Copy of Current I-20
- Passport

REMINDERS

- Review your documents before coming to the appointment with International Student Services. Incomplete documents will cause a delay in the CPT approval process.
- When you pick up your new CPT I-20 from International Student Services, review page 2 of the new I-20 carefully. If changes have to be made, let International Student Services know right away, so they can make the necessary corrections.