International Students and Field Education

Any international student who attends our undergraduate or graduate program must follow the guidelines of the University related to Curricular Practical Training or CPT. Please see the Office of International Education website and click on this link (https://www.uvm.edu/oie/cpt) for specific details. Some basic information is included here.

CPT is an authorization that allows international students to gain practical training experience in their field of study, during their academic programs. Students must get CPT authorization in order to enroll in and complete an internship with the Department of Social Work. To apply for CPT, students must receive an internship offer and complete an online form. The form requires a letter from a student’s field instructor/supervisor and from your advisor or program coordinator.

The letter that students will need from the agency must be on agency letterhead, and must include:

- Start and end date of internship, expected hours per week
- Address of internship
- Title, and a brief description of duties.
- Supervisor name and contact information

The academic advisor/program coordinator form will ask that they:

- Identify which course the student will be registered for, including number of credits and term of registration
- Explain how the training experience ties to their curriculum/field of study, and
- Confirm that the training experience is important/integral to your overall plan of study

Students are not eligible to begin their internships until after the request has been approved and a new I-20 has been issued with the authorization. We recommend that you meet with an OIE advisor before submitting your request to avoid delays.