

CPT Request Process

1

PLAN

- Log in and create a Handshake account
- Search for employment that aligns with your current major

SCHEDULE AN APPOINTMENT WITH THE CPT/OPT COORDINATOR

[Click here to schedule a meeting](#)

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ENSURE ALL YOUR INFORMATION IS UPDATED

- Is your address correct?
- Is your email correct?
- Is your major correct?

COMPLETE THE CPT AUTHORIZATION FORM

<https://forms.office.com/r/mdwakw9cvm>

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INFORM THE CPT/OPT COORDINATOR OF COMPLETION