



International Co-op Student Frequently Asked Questions

Can international students work as a co-op student during break sessions?

Yes, international students may be employed as a co-op with advanced planning with the employer and extended dates notated on the International Co-op Agreement Form and the I-20 visa form.

Can international students work on campus while registered for CPE 091 or 092?

Yes, students must see Kim Brumbaugh in UCIE for eligibility and authorization prior to accepting on campus student employment.

How often should the employer complete the International Co-op Agreement Form?

Quarterly, the International Co-op Agreement Form completed by your employer enables the I-20 employment authorization process. UCIE approves the I-20 only on a quarterly basis. Employers must refer to the academic calendar when completing the International Co-op Agreement Form.

When should I begin the co-op registration process?

Immediately, once the employer has officially extended an offer for a co-op opportunity, contact both UCIE and Career Services to learn about the co-op process, contact UCIE to pick up a CPT (Curricular Practical Training) application.

What taxes are International students responsible for?

Please visit <http://www.irs.gov/publications/p519/index.html> for tax rules and liabilities.

What are the necessary steps to obtain a Social Security number, if first time employed?

Student must have an Employment Verification Letter from employer and Employment Authorization Form (from WSU Career Services). The letter must then be taken to the Social Security office to apply for a Social Security card. The Social Security office will provide a receipt of application. The receipt will be the proof that the student has applied for the Social Security number.

What is the limit and how many quarters can students apply for CPT?

There is no penalty or limit for international students to apply for part-time CPT. Generally, students are approved for no more than two consecutive full-time CPT. A student that works more than 51 weeks of full-time CPT, may be ineligible for OPT (Optional Practical Training) after graduation. Please see Kim Brumbaugh in UCIE for specific details.

How late can I register for CPT?

Students can register for part-time CPT throughout the quarter. Full-time CPT registration process needs to begin **prior** to beginning of quarter.

When am I eligible for CPT/co-op?

International students must complete 3 quarters of academic study to be eligible for CPT. In addition, undergraduates need to complete the entry-level courses outlined by their college and have at least a 2.5 cumulative grade point average. Graduate students must have a 3.0 or greater grade point average.