

## **Department of Industrial Engineering**

### **Guidelines and Eligibility for the Curricular Practical Training (CPT) and Optional Practical Training (OPT) Approved by the Faculty of Industrial Engineering on June 9, 2006**

The following guidelines are provided for Industrial Engineering students with an F-1 visa seeking practical training.

#### **CURRICULAR PRACTICAL TRAINING**

##### ***Master of Industrial Engineering***

- 1. CPT as practicum/internship will not be allowed.
  
- 2. CPT is allowed for MIE only during summer semesters after completing a minimum of 12 IE graduate level content courses. Summer internships will be allowed if the activity is clearly connected to their curricular area. This CPT activity will be considered an integral part of the MIE curriculum under those conditions. Students must register for INDE 7397 (temporary special topics course until a permanent course number can be approved for the course) during the CPT activity. INDE 7397 can be counted toward their degree only once, although students will have to register for it again if they participate in curriculum-related CPT in subsequent summers.

##### ***Master of Science in Industrial Engineering***

- 1. CPT as practicum/internship will not be allowed.
  
- 2. CPT is allowed for MSIE only during summer semesters after completing a minimum of 4 IE graduate level content courses (12 hours). Summer internships will be allowed if the activity is clearly connected to their curricular area. This CPT activity will be considered an integral part of the MSIE curriculum under those conditions. (temporary special topics course until a permanent course number can be approved for the course) during the CPT activity. INDE 7397 can be counted toward their degree only once, although students will have to register for it again if they participate in CPT in subsequent summers.
  
- 3. CPT as Thesis Research will be allowed only during summer semesters after completing a minimum of 8 IE graduate level content courses (24 hours), but to be eligible, a student must provide a letter from the employer verifying that the corporation is involved in the research and that the offer of employment is predicated on the need for access to their facility for purposes of data collection. The letter must be countersigned by the student's advisor to show approval of the CPT. Students must register for INDE 6398 while engaged in CPT as thesis research.

## ***Doctor of Philosophy***

- 1. CPT as practicum/internship will not be allowed.
  
- 2. CPT as Dissertation Research will be allowed only during summer semesters after completing a minimum of 8 IE graduate level content courses (24 hours), but to be eligible, a student must provide a letter from the employer verifying that the corporation is involved in the research and that the offer of employment is predicated on the need for access to their facility for purposes of data collection. The letter must be countersigned by the student's advisor to show approval of the CPT. Students must register for INDE 7398 while engaged in CPT as dissertation research.

## **OPTIONAL PRACTICAL TRAINING**

The following University approved guidelines for OPT will apply to all F-1 graduate students in the Industrial Engineering Department. The department will process applications for OPT categories 2 and 3 only after 12 graduate IE content hours have been completed.

- 1. Post-Completion OPT is allowed for students who have completed their degrees, including submission of their thesis/dissertation for binding for MS and PhD degrees.
  
- 2. Pre-Completion part-time OPT is allowed for unsupported F-1 students during any semester but is limited to 20 hours per week. Time used is deducted from the one year eligibility at half the rate. Students must meet all applicable INS regulations regarding their status as a student and be enrolled full-time.
  
- 3. Pre-Completion full-time Summer OPT is allowed but students can work full-time during the summer only. Time used is deducted from one year of eligibility. Students cannot hold a full-time OPT and be a supported student simultaneously.
  
- 4. Pre-Completion full-time OPT with only thesis or dissertation remaining is allowed for non-supported students, with approval of thesis/dissertation advisor. All coursework, along with department requirements, like screening exams, qualifying exams, and thesis/dissertation proposals must be completed for students to be eligible. Students requesting full-time OPT must be enrolled full-time during long semesters (Fall and Spring).