Did you know, to hire an international student for either a summer internship or a full-time position, all an employer needs to do is extend an offer letter to the student they want to hire? In most cases, it is the student’s responsibility to handle the rest!

Categories for hiring international students:

Hiring for internships
- Curricular Practical Training (CPT)

Hiring for full-time positions
- Optional Practical Training (OPT)
- H-1B Non-Immigrant Visa

Additional visa options for long-term hiring
- H-1B1: for citizens of Singapore and Chile
- TN: for citizens of Canada or Mexico
- E-3: for citizens of Australia
- O-1: for individuals with extraordinary ability

WHY HIRE INTERNATIONAL STUDENTS?

- International students have ambition and drive, plus they have learned to be both flexible and adaptable.
- Having handled many cross-cultural situations, they bring a global perspective to your organization.
- Due to their employment status, your organization gains employees who bring longevity and commitment.

Most international students come to the U.S. on an F-1 or J-1 non-immigrant visa. Each status has a different set of regulatory requirements for employment.

Some of the F-1 requirements are outlined in this document. However, if you need additional information regarding F-1 or J-1 requirements, please contact:

International Students and Scholars
309 Wes Watkins Center, OSU
405-744-5459
iss.okstate.edu
### Curricular Practical Training (CPT)

**Hiring F-1 students for a paid or unpaid internship/co-op**

CPT is an academic learning experience, which allows a student to apply theoretical classroom knowledge to a work environment. It is required to be an “integral part” of a student’s course of study.

**Student Eligibility**
- Student must be in valid F-1 status and have been enrolled in a degree-seeking status for at least one academic year
- Experience must be directly related to student’s major

**Duration**
- Students must apply each semester they want to engage in CPT

**Student Role**
- Students must apply for CPT with ISS and receive CPT authorization prior to beginning work

**Cost and Processing Time**
- There is no cost to employers!
- Processing typically takes two weeks

**Employer Role**
- Provide student a job offer letter on letterhead and use the CPT I-20 to complete an I-9 for the student, if paid

### Optional Practical Training (OPT)

**Hiring F-1 students after degree completion**

OPT allows international students to accept paid work and gain experience in their field of study. Students are eligible for 12-36 months of employment after graduation.

**Student Eligibility**
- Student must be in valid F-1 status and have been enrolled in a degree-seeking status for at least one academic year
- Experience must be directly related to student’s major

**Duration**
- OPT is issued for up to 12 months
- Eligibility for 24 additional months is available for students who graduated in a STEM degree program

**Student Role**
- Students must apply for OPT with USCIS and receive an EAD card prior to beginning work

**Cost and Processing Time**
- There is no cost to employers!
- Processing typically takes two-four months

**Employer Role**
- Verify the student possesses an Employment Authorization Document (EAD) card

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**H-1B Temporary Worker (for up-to six years)**

The H-1B is a non-immigrant visa that allows U.S. employers to employ foreign guest workers in specialty occupations requiring at least a bachelor’s degree in that specialty. Applications for H-1B status can be submitted to USCIS by an employer on behalf of an international employee. There is a quota (or cap) on the number of H-1Bs granted each year.

**Duration**
- Granted for up to six years with a renewal requirement at the end of the first three years

**Special Cases**
- Non-profit research and institutions of higher education are not subject to the H-1B quota and can file H-1B applications anytime

**Cost and Processing Time**
- Costs will include attorney fees and USCIS fees
- Registrations must be submitted on March 1 to USCIS
- May take two-six months to process

**Employer Role**
- The employer, with a qualified immigration attorney, prepares and files the H-1B petition