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## F-1 OFF-CAMPUS WORK PERMIT REQUEST

*Document requests require 7 days*

Documents will be ready after 12 NOON on the pick up date



### ATTACH YOUR CURRENT UNLV I-20 TO THIS REQUEST

Today's Date: \_\_\_\_\_

LAST NAME: \_\_\_\_\_ First Name: \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_ (Month/Day/Year) Male \_\_\_\_\_ Female \_\_\_\_\_

Student ID #: L000 \_\_\_\_\_ Telephone #: (702) \_\_\_\_\_  
 UNLV RebelMail: \_\_\_\_\_ @ UNLV.NEVADA.EDU (required)

Personal E-Mail: \_\_\_\_\_

#### Please verify the following information FIRST:

1. Have you been registered full-time (12 credits) for each fall and spring semester?  
 \_\_\_\_\_ Yes \_\_\_\_\_ No
2. Have you been in F-1 status for at least one academic year? (2 semesters – fall and spring)  
 \_\_\_\_\_ Yes \_\_\_\_\_ No
3. Are you registered for 12 credits this term? (EXCEPT summer) \_\_\_\_\_ Yes \_\_\_\_\_ No  
*If you are NOT registered for 12 credits, you must submit your proof of graduation*
4. Are you a Hotel major? \_\_\_\_\_ Yes \_\_\_\_\_ No  
*If you are NOT a hotel major, please see an International Student Advisor*
5. Is your GPA at least a 2.5 or above? \_\_\_\_\_ Yes \_\_\_\_\_ No  
*If your GPA is not at least a 2.5, you will NOT receive an off-campus work permit*
6. SUMMER WORK PERMITS: \_\_\_\_\_ Full-time \_\_\_\_\_ Part-time

#### REQUIRED INFORMATION

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ (end of semester)  
 Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_, STATE: \_\_\_\_\_  
 Zip Code: \_\_\_\_\_ Phone#: (702) \_\_\_\_\_ - \_\_\_\_\_

- ✓ All off-campus work permits are Part-time (20hrs/wk). If you wish to request full-time for an externship, please see an International Student Advisor.
- ✓ Students who have done more than 11 months of full-time CPT will NOT be eligible for their Optional Practical Training (One-year work permit). Part-time CPT does NOT affect eligibility for the OPT.

I understand that I can only work 20 hours per week during the fall and spring semesters

I understand that I can receive an off-campus work permit ONLY to complete my required number of hours needed for my degree program.

REQUIRED

\_\_\_\_\_ Signature