

1.1 Undergraduate Curricular Practical Training (CPT) (Students on an F1 or J1 visa)

Last name: _____ First name: _____ SID: _____

Email: _____ Phone: _____

Program: BSCMPE BSSE

(1) Student submits (in the following order):

- A completed CMPE 180 Form (attached)
- A completed ISSS CPT form**
- A copy of the offer letter- NOT the original
- A copy of the unofficial transcript from my.sjsu.edu
- 1 copy of BS Major Form from <http://cmpe.sjsu.edu/content/forms>
(MUST BE COMPLETELY TYPED & FIT TO ONE PAGE) + review worksheet.

- Per Computer Engineering Department policy, a student cannot participate in both a CPT internship and an on-campus job. By checking this box, I agree that I do not have, nor do I plan to add, an on-campus job.

****All questions on ISSS CPT form must be completed by student- NOT advisor or chair.**

* For question #2, fill in

- a. Major Field of Study: Write in 'Computer Engineering' or 'Software Engineering'
- b. Internship Class Name/ Class Number: CMPE 180

(2) Department office

Tracking Number: _____ Time Stamp: _____

(3) Undergraduate Advisor

Decision: _____ Initial: _____ Date: _____

(4) Student

Friend picking up the package Time Stamp: _____

Revised: 6/3/19

PLEASE DO NOT STAPLE THE DOCUMENTS

CMPE 180

Individual Studies Student/ Advisor Contract

To Students:

1. Complete the form with a description of the internship.
2. Take the completed forms to the CMPE Office.
3. **Register your internship at <https://ssl.cmp.e.sjsu.edu/sjsu/Courses/supervisorregistrationform.php>. Failure to do so before the add deadline date results in failing the class.**
4. At the end of the semester (last day of instruction), submit a five page report of original (*your own*) writing. This needs to be submitted electronically to Turnitin.com.

More information will be provided via email or visit the CMPE office!

_____/_____/_____
Date

Last Name

First Name

MI

SID

Phone Number

Semester/Year

Email

Regular Session

Open University

Special Session

Number of Units: ____ **Units**

Company and Job Description:

Student Signature

_____/_____/_____
Date

Do not write below this line

Registered In: Course Code _____ Section No. _____
Department Permission Number _____
Emailed: ____/____/____ By: _____ (Initials)

I accept the responsibility of supervising this student for this course. The grading will be on the basis of Credit/No Credit. No letter grade is possible. Supervising the internship is volunteer work and is done without compensation.

CMPE 180 Instructor or Undergraduate Advisor

_____/_____/_____
Date



Release, Hold-Harmless and Informed Consent Statement

In consideration for being allowed to participate in the SJSU Internship/Capstone Experience Program, an educational endeavor to be conducted through San José State University, the undersigned does hereby agree as follows:

On behalf of myself and my next of kin, heirs and representatives, **I release from all liability and promise not to sue** the State of California, the Trustees of the California State University, California State University, San José State University, their employees, officers, directors, volunteers, and agents (collectively “University”) from any and all claims, **including claims of the University’s negligence**, resulting in any physical or psychological injury (including paralysis and death), illness, damages, or economic or emotional loss I may suffer because of my participation in this SJSU Internship/Capstone Experience Program, including travel to, from and during the Program.

I am voluntarily participating in this SJSU Internship/Capstone Experience Program. I am aware of the risks associated with traveling to/from and participating in this Program, which include but are not limited to physical or psychological injury, pain, suffering, illness, disfigurement, temporary or permanent disability (including paralysis), economic or emotional loss, and/or death. I understand that these injuries or outcomes may arise from my own or other’s actions, inaction, or negligence; conditions related to travel; or the condition of the Program location(s). Nonetheless, I assume all related risks, both known or unknown to me, of my participation in this Program, including traveling to, from and during the Program.

I agree to **hold** the University **harmless** of any and all claims, including attorney’s fees or damage to my personal property that may occur as a result of my participation in this Program, including traveling to, from and during the Program. If the University incurs any of these types of expenses, I agree to reimburse the University. If I need medical treatment, I agree to be financially responsible for any costs incurred as a result of such treatment. **I am aware and understand that I should carry my own health insurance.**

I am 18 years or older. **I understand the legal consequences of signing this document, including (a) releasing the University from all liability, (b) promising not to sue the university, (c) and assuming all risks of participating in this Program, including travel to, from and during the SJSU Internship/Capstone Experience Program.**

It is understood and agreed that participants in the SJSU Internship/Capstone Experience Program shall be subject to the supervision and authority of the California State University, SJSU, its agents, officers and employees, including the sole decision-making responsibility with respect to any participant whose conduct or academic standing, may warrant expulsion or withdrawal from the program. Participants are expected to attend classes as scheduled unless otherwise indicated by illness or unavoidable circumstances. Likewise, as a guide for continued participation, it is understood and agreed that the participants are expected to display a sense of maturity and responsibility as a representative of SJSU and the CSU. It is hereby acknowledged and agreed that if the undersigned participant is required to withdraw from the SJSU Internship/Capstone Experience Program for failure to maintain appropriate academic standards or behavior, there will be no refund of tuition after the program departs, and the said participant will no longer have access to any of the facilities arranged for the participant in the SJSU Internship/Capstone Experience Program.

I accept the placement offered to me through the SJSU Internship/Capstone Experience Program. I understand that this document is written to be as broad and inclusive as legally permitted by the State of California. I agree that if any portion is held invalid or unenforceable, I will continue to be bound by the remaining terms. I have read this document, and I am signing it freely. No other representations concerning the legal effect of this document have been made to me.

Print Name and Student ID:

Signature:

Date:

**Charles W. Davidson
College of Engineering**

**Computer Engineering
Department**

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