6.920
Practical Work Experience
Information/Agreement Form

This subject provides international students with credit for an off-campus activity with one unit of Pass/Fail credit.

❑ How can 6.920 be used?

It can be used to provide international undergraduate students with Curricular Practical Training, or to satisfy the terms of company or other programs’ requirements that interns be currently registered students.

❑ Is there a maximum amount of times I can register for 6.920?

Yes, you may only participate in CPT a maximum of four times (three summer terms and one IAP period) for a total of four credits (one credit per period); and your work must be performed before your SB degree is awarded. No CPT may be performed during regular terms.

❑ Paperwork Required:

Students must submit (1) a 6.920 Practical Work Experience Approval Form signed by the MIT supervisor to 38-476, (2) a company offer letter (on company letterhead) and (3) an informal note from the student connecting the technical work to a required subject the student has taken.

❑ When should I register?

For work done in the summer, international students MUST register for 6.920 in the summer term; for work done during IAP, they must register for 1 unit for the IAP period. Failing to do so may result in a “hold” being placed on the student’s record, as failing to register is considered to be a violation of the student’s legal status in the U.S.

❑ How do I receive a final grade?

To receive credit, students must submit to 38-476, (1) a brief technical (approximately two-page) report, (2) a signed letter from the company (on company letterhead) stating that the work was completed satisfactorily, and (3) a Final Grade Report Sheet signed and graded (pass/fail) by the MIT supervisor.

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PLEASE INITIAL EACH BOX ABOVE INDICATING THAT YOU HAVE READ AND UNDERSTAND THESE TERMS.

PRACTICAL WORK EXPERIENCE APPROVAL FORM is attached.
6.920
PRACTICAL WORK EXPERIENCE APPROVAL FORM

Name:
Last: ____________________________ First: _____________________ MI: _____
ID: _____________________________ Email _____________________
Academic Advisor: ____________________________________________
(please print clearly)

Student’s Agreement:
• I, ________________________________, will begin work from ___________________,
  (student name) (date)
  20___, or as soon thereafter as my curricular training permission is received, and will work
  until ________________________________, 20____.
    (date)
• In accordance with Federal Regulations, I will register for one unit of 6.920 in the Summer Term
  (for work done during the summer term); or for one unit of 6.920 during IAP if work is
  being performed during the IAP period.

Student Signature: _____________________________ Date: __________

Supervisor ‘s Agreement:
I agree to supervise the work as described on the attached pages, and be responsible for the technical
guidance required. I will evaluate and grade (pass/fail) the results upon completion.

Supervisor’s Printed Name: ______________________________________________
Supervisor’s Signature: _____________________________ Date: __________

Attachment to this form must include the COMPANY OFFER LETTER (on company letterhead
with company address) specifically describing the technical work.

(Revised 1-2018)