

# HIRING INTERNATIONAL STUDENTS for full-time jobs for employers.

## **Can I hire international students and graduates to work full-time at my organization?**

Yes! International students who are within 90 days of completing their studies are eligible to work in the U.S. in their field of study.

## **Does this have a special name?**

It does – OPT or Optional Practical Training. OPT is temporary employment that is directly related to an F-1 students' major area of study.

## **Does this mean I am sponsoring the student? Is there a cost?**

No to both. The student remains on a student visa during OPT. OPT is not a separate visa category and does not require “sponsorship” from an employer. There is no cost involved for the employer, however the student pays a fee.

## **How long does this last?**

For STEM (Science, Technology, Engineering, Math) roles, the candidate may work for 3 years on OPT using their student visa. For non-STEM fields, they have 1 year of OPT.

## **What happens when OPT ends?**

After OPT has ended, the employee needs to be on a working visa. There are several visas for international hires, the most common being the H1-B visa.

## **What are the employer's responsibilities during OPT?**

The student must work a minimum of 20 hours in their field of study to maintain their immigration status.

## **My company has a policy that says we don't sponsor/won't hire international candidates, but I'd like to consider it. How do I start this conversation?**

We understand that immigration policy can seem quite complicated! However, the only requirement for an employer to hire an international student for a job through Optional Practical Training (OPT) is as simple as one form and accompanying documentation that the student submits themselves after receiving approval from their school.

## **Why should I hire an international student?**

International students are enormously talented. They speak multiple languages, are adaptable collaborators and problem-solvers, and bring a flexible, global perspective to the workplace. We consistently hear from employers who hire international students that they are among their most dedicated and creative employees.

Materials provided by:



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Committee



**Questions?** Contact Nic Hockenberry, Director of Workforce Programming at Greater Dubuque Development Corporation, 563-557-9049 or [nicolash@greaterdubuque.org](mailto:nicolash@greaterdubuque.org)

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# HIRING INTERNATIONAL STUDENTS for internships for off-campus employers.

## **Can I hire international students to intern at my organization?**

Yes! After one full academic year of study in the U.S., international students may be interns so long as 1) the internship is in their major field of study, and 2) they apply for authorization with their college or university.

## **Does this have a special name?**

It does – CPT or Curricular Practical Training. “Curricular” because the work is related to what the student studies, and “Practical Training” because the purpose of CPT is to apply the knowledge and skills they are gaining in the classroom.

## **Does this mean I am sponsoring the student? Is there a cost?**

No – the student is on a student visa and does not require “sponsorship” from an employer. There is no cost involved for the employer or student.

## **What do I have to do?**

Employers provide an employment offer letter to the student, with these details:

- Company/Business letterhead
- Full address of employer
- Student job title
- Start and ending dates of employment (the start date must be in the future)
- Wage/salary/remuneration
- Number of hours per week to be worked
- Description of work/duties performed (job description can be included separately)
- Employer signature

## **What does the student do?**

The student submits your employment offer letter to a campus representative to receive employment authorization. This process can take up to 15 days for approval.

## **My company has a policy that says we don't sponsor/won't hire international candidates, but I'd like to consider it. How do I start this conversation?**

We understand that immigration policy can seem quite complicated! However, the only requirement for an employer to hire an international student for an internship is as simple as one sheet of paper, that the student submits themselves.

## **Why should I hire an international student?**

International students are enormously talented. They speak multiple languages, are adaptable collaborators and problem-solvers, and bring a flexible, global perspective to the workplace. We consistently hear from employers who hire international students that they are among their most dedicated and creative employees.

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