

International recruiting

Guidelines for hiring international students

Each year, the W. P. Carey School of Business welcomes students from diverse countries and cultures, who bring unique perspectives and awareness to their classes, fellow students, and future employers. While hiring from this candidate pool may require additional considerations, W. P. Carey Career Management and Employer Engagement can connect you with and navigate the process of considering our international students for internships and employment:

- **Undergraduate internships:** 10- to 12-week appointments, usually in the summer. Fall and spring internships are also sought after.
- **Full-time MBA:** Summer appointment completed between the first and second year, as a program requirement.
- **Full-time employment:** Sought by graduate and undergraduate international students following graduation.

INTERNSHIPS

After completing one academic year, international students on an F-1 visa are permitted to pursue opportunities in the U.S. as part of their curricular practical training (CPT), receiving course credit for their internship. As an employer, your only requirement is to provide an offer letter outlining the terms of employment. It is the student's responsibility to receive university authorization for internships, a process that typically takes two weeks or less.

FULL-TIME EMPLOYMENT

Upon graduation, international students are permitted to pursue up to 12 months of full-time employment in their field as part of their optional practical training (OPT). The employment period can be up to 36 months with an applicable STEM extension. In order to be considered for full-time positions, students must obtain authorization from USCIS and apply for the OPT extension.

At the completion of the OPT period, an employer has the option to sponsor a work visa (H-1B) to retain an international employee. H-1B status is valid for three years and can be renewed for another three-year term.

HOME COUNTRY EMPLOYMENT

In addition to seeking employment in the U.S., many international students pursue opportunities in their home country, where they have unrestricted work authorization. Utilizing 12 months of OPT in the U.S. is recommended for training, prior to the candidate returning abroad.

Additional resources

ASU International Students and Scholars Center
issc.asu.edu

Department of Homeland Security
studyinthestates.dhs.gov/stem-opt-hub



About H-1B visa sponsorship

Each year, U.S. Citizenship and Immigration Services (USCIS) makes a limited number of visas available, and announces a cutoff date upon reaching the annual quota. Petitions filed before the cutoff date, but after the quota has been reached, will be processed the following cycle.

A common misperception is that the H-1B visa process is cumbersome or confusing. In fact, the precedent for international students to obtain a temporary U.S. work authorization is longstanding and well-established, and the application process is straightforward, helping you fill positions throughout your organization with unique, qualified talent.

U.S. Citizenship and Immigration Services
uscis.gov

U.S. Immigration Guide for Employers
workpermit.com/us/us_h1b.htm

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The STEM-designated W. P. Carey MBA enables international students to pursue up to 36 months of Optional Practical Training (OPT) after graduation.

When recruiting international students, please use the following guidelines regarding internships, full-time opportunities, and visa authorization.

	Internships CPT on F-1 visa	Full-time employment OPT on F-1 visa	Full-time employment Company-sponsored H-1B visa
Timing/ duration	After completing the first academic year, students are eligible to seek an internship	After graduation, at least 20 hours but no more than 40 hours per week, for up to 12 or 36 months (STEM OPT)	Initial term of three years, which can be renewed for another three years
Student obligation	Obtain CPT authorization from ASU upon receiving an offer	Apply for OPT via USCIS in final semester (90 days before graduation)	Work with employer to provide documents required for visa sponsorship
Employer obligation	None from a work authorization standpoint, beyond considering qualified international applicants as the employer would domestic applicants and providing offer letters to students		Willingness to diversify and retain talent pool through H-1B visa sponsorship
Cost to employer	None	None	\$2,300 – \$7,500 (dependent on optional legal services)

Frequently asked questions

Q: Are international students permitted to work in the U.S.?

A: Yes. International students are legally permitted to pursue internship and full-time employment opportunities in the U.S. after completing one full academic year at W. P. Carey.

Q: Is there extra paperwork to file when hiring international students?

A: No. Students are required to obtain authorization from ASU for internships and from the U.S. Citizenship and Immigration Services for full-time employment after graduation. Employers will need to process paperwork only at the time of H-1B visa sponsorship.

Q: What are CPT and OPT?

A: Curricular practical training (CPT) and optional practical training (OPT) are legal employment classifications students can use to pursue employment opportunities while in school and after graduation, respectively.

Q: When and why do students need visa sponsorship?

A: Upon graduation, international students remain on an F-1 visa and can be employed full-time for up to 12 or 36 months of OPT. To retain talent beyond this period, the employer sponsors a work visa (H-1B). Sponsoring an H-1B visa is usually a simple process. Such visas remain valid for an initial period of three years and can be extended once for another three-year period.