

*Sample of  
Employment Offer Letter for UL Lafayette  
students applying for  
CPT (Curricular Practical Training)*

**Acme Company, Inc.**

123 Easy Street, Lafayette, LA 70504  
(Tel) (000) 000-0000 (Fax) (000) 000-0000

Date:

To: Office of International Affairs

\_\_\_\_\_ will be employed by our company from \_\_\_\_\_ to \_\_\_\_\_  
(student's name here)

**Physical location of student's job:** 123 Easy Street / Lafayette, LA 70504

**Number of hours work:** 002 TTf 30.002 002 Tw52T10 T207

(Company's Name)