



OPENING DOORS TO THE WORLD SINCE 1980!

• CULTURAL HOMESTAY INTERNATIONAL •

— A Non-Profit Educational Exchange Program —

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Purpose of the program:

The primary objectives of the Internship or Trainee programs offered under the regulations of the Department of States are to enhance the skills and expertise of exchange visitors in their academic or occupational fields through participation in structured and guided work-based training and internship programs and to improve participants' knowledge of American techniques, methodologies, and technology. Such training and internship programs are also intended to increase participants' understanding of American culture and society and to enhance Americans' knowledge of foreign cultures and skills through an open interchange of ideas between participants and their American associates. A key goal of the Fulbright-Hays Act, which authorizes these programs, is that participants will return to their home countries and share their experiences with their countrymen.

I, _____ (*participant full name*), agree to the following terms and conditions of the Cultural Homestay International Internship/Training Program:

_____ I understand that I am on J-1 Internship/Trainee Program which allows to apply for J-1 Internship or Trainee "single purpose" visa.

_____ I understand that if I voluntarily change my visa status or overstay my J-1 visa duration, my actions will be reported to the U.S. Immigration and Customs Enforcement.

Host Business Placement

I understand the following:

_____ CHI takes every effort to match me with one appropriate business during my program. I understand that I am not entitled to multiple placement options before or during my program.

_____ I may be placed anywhere within the United States excluding US territories, based on my qualifications and the opportunities available.

_____ I may be placed at a small business, where I will receive comparable training and learning opportunities equivalent to what would be offered at a larger company.

_____ I am an INTERN/TRAINEE and not an EMPLOYEE at my arranged host business. I understand the difference therein.

_____ To report any concerns regarding my program to CHI.

Interview with the Host Business:

_____ I should refrain from discussing wage/stipend during an interview with the host business. Only CHI negotiates wage/stipend with the host business.

_____ Housing and transportation related questions are to be directed to CHI and not to the host business. CHI will assist with housing or transportation, and is not obligated to provide full housing or transportation arrangements.

Pre-arrival:

_____ I should receive and thoroughly read the Internship / Training Participant Handbook and understand all the program rules and conditions with my participation in the program. I will immediately direct any program questions to CHI or its partner agency.

_____ Prior to my departure to the U.S., I acknowledge that a pre-arrival confirmation outlining all the terms and conditions will need to be signed.

_____ I will notify CHI of my planned arrival to the United States before the start of my program, so that my coordinator may properly arrange a program orientation for me in sufficient time.

Financial obligations:

_____ To provide evidence that I am prepared to arrive in the U.S. with sufficient funds (USD\$1,200) to cover all expenses prior to earning a stipend. All related daily living expenses, including rent, utilities, furnishings, groceries etc. are my responsibility.

Post-arrival:

_____ I should follow the host business' dress code policy as stated in the Internship/ Training Placement Plan and/or pre-arrival confirmation and will present myself in professional attire on the first day at the host business.

_____ Upon the start of my Internship/Training program, there will be a three-month probationary period when my skill level will be assessed by my hosting business. The probationary period will help my supervisor to determine the best approach to continuing with my Internship/Training program.

_____ I must refrain from leaving my placement without written approval from CHI. Violation of this term will be subject to a program review and may result in a negative program status.

_____ To be responsible with maintaining and responding to communication in a timely manner from CHI's Regional Coordinator and/or CHI's Main Office staff. This includes, but not limited to:

- Notification of any work related or personal concerns.
- All required reporting – quarterly, mid-term and end reports.

Failure to respond may result in program termination.

Cultural Activities:

_____ To fully engage and participate in the cultural aspect of the J-1 Internship/Trainee program. Engagement includes, but not limited to, interacting with Americans outside the business environment, participating in local community events and activities, visiting historical and recreational sites.

_____ To document and submit cultural activity participation in my quarterly report to CHI.

_____ To reach out to CHI's coordinators to seek advice on cultural activities available in my placement region.

Completion of the program:

_____ To provide the CHI coordinator or representative return flight information at least 30 days prior to the end of my program.

_____ My J-1 visa cannot be extended nor can I change my visa status while on the program.

_____ I am required to depart the U.S. no more than 30 days after program completion

_____ I am required to provide confirmation of my return home to CHI or its partner agent.

Additional CHI Policies/Best Practices

_____ Should participants voluntarily seek to change their visa status during their J-1 program, their actions will result in automatic J-1 program disqualification and ineligibility. The purpose of the program is clearly written in 22 CFR 62.1 (b) - "...The purpose of the Program is to provide foreign nationals with opportunities to participate in educational and cultural programs in the United States and return home to share their experiences." As a result, the participants' J-1 program will be cancelled as they are no longer pursuing the intent of the Exchange Visitor Program. Participants are to provide proof of their change in visa status, including, but not limited to H1B, F1, B1/B2 or marriage to a U.S. citizen. Failure to submit proof may result in program termination which will have a negative effect of obtaining future visas and entry into the U.S.

_____ If I am planning to apply with my dependents (wife, children), the J2 visas visa requests must be submitted at the time of the J1 application. No J2 visas will be considered after the arrival of the J1 Exchange Visitor. J2 applications will require:

- Complete application by J2 dependent
- Proof of return ticket
- Fee per J2 dependent

_____ Second jobs are not permitted on the J1 Internship program. Discovery of a participant engaging in illegal work will result in immediate program termination.

_____ I understand that CHI does not offer visa extensions.

Participant Signature _____

Date _____ (*mm/dd/year*)