



# J-1 Cultural Exchange

**By ICEI**

607 Dakota ave. Riverdale, ND  
58565





Thank you for contacting ICEI for your future experience in the U.S. under the J-1 Cultural Exchange Internship Program. We, International Cultural Exchange Institute, have been designated by the US Department of State as a J-1 sponsor organization. We also have been providing services for U.S. visa support, study abroad programs. Please check out our website to see if there is more you may be interested in.

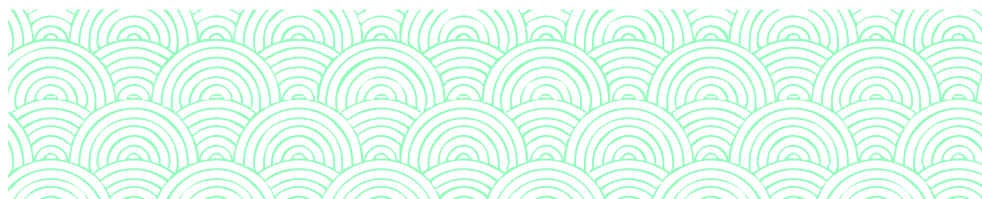
The U.S. government established the Exchange Visitor (J-1) Program to facilitate participation of educational and cultural programs for international scholars and visitors. The purpose of the program is to increase cultural exchange between the U.S. citizens and the Exchange Visitors. Increase in exposure to another culture will deepen the understanding of that culture. J-1 participants will get exposure to American culture personally and professionally, and have a lot of opportunities to learn cultural diversity and globalization.

Our goal is to promote highly motivated individuals from all over the world to take advantage of the international exchange program. Through internship, we provide the forum for them to learn American way of living and working as well as exchanging ideas and insights.

ICEI and host companies will provide intensive cultural exchange internship programs adaptable to the individual's needs and enhance his/her skills and expertise in occupational fields through our guided and structured internship programs. In order to understand your needs, hopes, and goals, please fill out the J-1 eligibility form that can be downloaded from the same page and send the form back to us by mail or email.

Thank you again and we look forward to assisting your future endeavors!!

*Leland Bertsch*  
Responsible Officer  
International Cultural Exchange  
1-844-381-6908



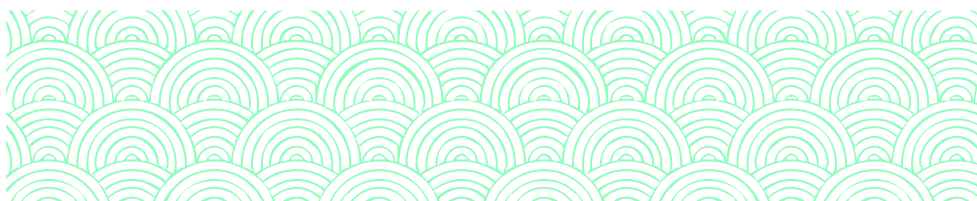
## General Information

The J-1 program provides an exchange between people of the U.S. and other countries to promote relationships, mutual enrichment, and opportunities through work site trainings (internship) and cultural trade. Participants will return to their home countries to share their experiences.

ICEI's program category is J-1 Intern. Please read each criteria below to decide if you are eligible to participate in our J-1 program.



- Enrollment in a full time degree/certificate seeking post-secondary academic institution or graduated from such an institution no more than 12 months for Intern Program
- A minimum GPA 2.0 or equivalent
- Proficiency in written and conversational English be evaluated by TOEFL, TOEIC, IESTS, or interview in English conducted by ICEI.
- Personal Objectives Statement to see whether his/her motivation, goals, expectations match with the goals and objectives of J-1 exchange program
- Well-developed interpersonal communication skills
- Financial ability to pay living expenses in relation to the amount of wage or no wage in the U.S.
- Having enough mobility with or without accommodation to perform what he/she chooses to do during the internship program.



## **Program Costs/Fees and Deposits/Refunds**

*Sponsorship Fee:* \$850

SEVIS Fee: \$180 \*subject to change

Insurance: \$50/month

\*Currently, ICEI provides sponsorship for the internship in the duration up to 6 months.

### *Service Includes:*

- ✓ Interview Session
- ✓ Issuance of DS-7002 & 2019
- ✓ Health Insurance at request
- ✓ Shipping Fee for DS-2019 \* Additional fee for re-shipping due to mistakes not caused by ICEI plus DS-2019 re-issuance fee (\$150)
- ✓ Pre-Arrival Orientation Packet
- ✓ Post Arrival Orientation
- ✓ 24 hour emergency hot-line
- ✓ Local Support

### *Optional Services:*

- ✓ Homestay arrangement (single room and 2 meals per day): \$180\*Home Stay Fee not included
- ✓ Airport pick up to ICEI office

### *Other costs the participants likely incur:*

- ✓ Home Stay (App. \$ 750/month)
- ✓ Food (\$ 500/month)
- ✓ Plane Ticket (varies depending on the place of origin)
- ✓ Local Transportation (Metro & Bus \$75-100/month)
- ✓ J-1 Visa Application Fee





### **J-1 Step by Step Guide**

1. Find a host company for your internship
2. Contact ICEI
3. ICEI sends you the eligibility assessment forms and the letter for your host company. Then you will send ICEI the form with your resume, transcript, English ability document, internship offer letter and internship placement plan from your host company. ICEI also asks your schedule for video/phone interview
4. Make a payment for the deposit \$300
5. ICEI determines your eligibility
6. ICEI sends you the service agreement, financial form, the host company agreement. Please return them to ICEI read & review and sign, and make a payment for the balance of the service fee
7. ICEI issues DS-7002 form
8. After ICEI receives the signed DS-7002, will issue DS-2019 and send it to your address
9. You apply for a J-1 visa with one of U.S. embassy/consulate





## **Basic Terminologies**

### ***SEVIS (Student Exchange Visitor Information System)***

Federal government database that maintains and tracks J-1 visitors' information.

### ***Department of Homeland Security (DHS)***

The Department of Homeland Security oversees three agencies:

1. *United States Citizenship and Immigration Services (USCIS)* is responsible for citizenship, asylum, lawful permanent residency, employment authorization, refugee status, inter-country adoptions, replacement immigration documents, family and employment immigration related, and foreign student work authorization.
2. *Immigration and Customs Enforcement (ICE)* is responsible for immigration investigations, detention, removal, intelligence, and SEVIS.
3. *Customs and Border Protection (CBP)* is responsible for immigration inspections at U.S. Ports of entry, border patrol, and custom services.

### ***U.S. J-1 Visa***

*All J-1 visa holders are referred to as an Exchange Visitor (EV).* The only time you must have a valid visa is when you are entering the U.S. from another country. For more information about visa applications please visit the U.S. Department of State at [www.travel.state.gov](http://www.travel.state.gov). You can stay in the U.S. on an expired J-1 visa as long as you have maintained your valid J-1 exchange visitor status (DS2019).

### ***I-94 Admission Record***

The I-94 Admission Record, issued by CBP, documents your arrival and lawful entry to the U.S. The I-94 Admission Record could be issued either electronically or as a paper card. *You may retrieve and print a copy of your record from the CBP website:* [www.cbp.gov/i94](http://www.cbp.gov/i94).

Your I-94 Admission record should indicate your status, your authorized period of stay as a J-1 holder/EV. The I-94 Admission Record is required to request a Social Security Number (SSN) or Driver License.

### ***DS2019 Form***

You receive the DS2019 form from ICEI. You need to present this form to the U.S. embassy or consulate in your home country to apply for your J-1 Visa. This form contains your internship information.

### ***DS2019 Extension***

In order to extend your duration of stay for further research or study, you must request an extension of your DS2019 with ICEI at least 30 days *before it expires*. Failure to apply for

DS2019 extension in a timely manner will result in termination of your J-1 status. You cannot extend more than 12 months.

### **Transfer of J-1 Status**

You may transfer if:

- a. the J-1 visa category (internship) will not change,
- b. total duration will not exceed 12 months, and
- c. ICEI Responsible Officer approves the transfer.

### **Travel Abroad**

Before you travel abroad, please contact ICEI responsible officer for travel validation signature. Without the responsible officer's signature, you may not be able to re-enter the U.S.

To re-enter the U.S. after a trip abroad, you must present the following documents at the Port of Entry:

1. Valid Passport
2. Valid J-1 visa

\* If you do not have such a visa in the passport or your last visa will be expired at the time of re-entry to the U.S., you must obtain a new J-1 visa from the U.S. consulate or the embassy (preferably in your home country) before driving in or boarding a flight to the U.S.

3. Valid DS2019 endorsed for travel by ICEI

### **Two-Year Home Country Residence Requirement**

This is a condition that applies to some Exchange Visitors (EVs) who obtain J visa status under the following circumstances:

- a. the Exchange Visitor received full or partial funds from the U.S. government, his/her own government, or an international organization funded by government;
- b. the education, training, or skills that the Exchange Visitor is pursuing in the U.S. appear on the Exchange Visitor Skills List for his/her legal country of residence published by the Department of State.
- c. Foreign medical graduates receiving training in the U.S. under the sponsorship of the Educational Commission for Foreign Medical Graduates.

EVs who are subject to the Two-year Home Residence Requirement are not eligible to change their visa status unless they return and reside in their home country for two years after completing their



programs in the U.S. or have approved waiver for the requirement.

EVs who become subject, but do not wish to comply with the residence requirement may apply for a **waiver** from the U.S. Department of State during or after the completion of the program.

## **Maintaining J-1 Status**

### ***Mandatory Check-in***

As a newly admitted EV, your arrival must be updated in SEVIS. This process must be completed within 30 days after the starting date stated on Box #3 on the DS2019 form. You are required to check-in with the ICEI upon arrival. Failure to validate your arrival will result in automatic termination of your J-1 status in the SEVIS system. You are required to bring the following documents to ICEI:

- 📁 Original Passport
- 📁 Original DS-2019
- 📁 Copy of Passport Photo Page
- 📁 Copy of DS-2019 (Page 1)
- 📁 Copy of J-1 Visa (except Canadian citizens)
- 📁 Copy of I-94 Admission Record (*access at [www.cbp.gov/i94](http://www.cbp.gov/i94)*)
- 📁 Copy of Proof of Medical Insurance

### ***Health Insurance***

U.S. Department of State regulations require that a J-1 exchange visitor obtain health, accident, medical evacuation and repatriation of remains insurance. The insurance policies must cover you and all accompanying dependents for your entire duration in the U.S. starting with the date of arrival and ending with the date of departure.

- ✓ A minimum of \$ 50,000 per person accident/illness
- ✓ A minimum of \$ 75,000 for repatriation coverage
- ✓ A minimum of \$ 10,000 for medical evacuation coverage
- ✓ A deductible not exceeding \$ 500 per accident/illness
- ✓ Either

## **Employment for J-2 (Dependents)**

All J-2 visa holders are eligible (subject to any existing labor regulations) to apply for a work permit in the U.S. The J-2 holder must apply for a work permit through USCIS. ICEI will help your J=2 dependents to obtain a work permit.



### **Social Security Number (SSN)**

An SSN is a number ID which may be required at the time of employment and allows you to apply for a driver's license, open a bank account, etc. EVs are eligible to receive an SSN with proper authorization from ICEI.

### **Completion of Program**

Upon completion of your program you do not need to inform our office of your departure unless you plan to leave earlier than 30 days prior to the expiration date on your DS2019.

### **Grace Period**

Upon completion of your program you are allowed an additional 30-day grace period to prepare for your departure from the U.S. During this grace period, you are not allowed to work or study. Once you leave the country within these 30 days your visa automatically expires and you will not be able to re-enter the country to reclaim the rest of your grace period.

